



CANADIAN BAPTISTS
OF ATLANTIC CANADA
Joining God in Our Neighbourhoods

Pension and Insurance Board
of the Convention of Atlantic Baptist Churches

April 2017

To Churches of Canadian Baptists of Atlantic Canada

Subject: Changes to Regulations of the Pension & Benefits Board

Greetings in Christ,

We are seeking approval to make the following changes to the Board's Regulations at Oasis 2017:

- 1) The name of our corporation is currently "Pension and Insurance Board of the Convention of Atlantic Baptist Churches". We are looking to change the name to "Pension and Benefits Board of Canadian Baptists of Atlantic Canada", to reflect the name change of the CBAC. Also, the term "Benefits" rather than "Insurance" better reflects what is being provided to ministry staff, eg, EAP services, medical/dental coverage and pension supplements.
- 2) The name of the CABC has been changed to reflect the new name CBAC.
- 3) We have always offered the pension plan and the benefits as one package, however, we have been informed that ministry staff have the option to choose the pension plan without the benefits or vice versa. We have changed the wording in the Regulations to reflect this.
- 4) We have made additions to the benefits provided, which are not reflected in the current Regulations, ie, optional critical illness insurance.
- 5) Our basic life insurance coverage was increased from \$40,000 to \$60,000 a few years ago. The Regulations have been updated to reflect this change.

Should you have any questions relating to these proposed changes, please do not hesitate to contact the undersigned or Karen Gunn, Benefits Coordinator, at this office.

Sincerely in Christ,

Daryl W. MacKenzie
Treasurer

The Pension and Benefits Board shall move or cause to be moved the following motion re: amendments to the Regulations of the Pension and Benefits Board of the Canadian Baptists of Atlantic Canada to be voted on at Oasis Assembly, August 2017, in Moncton, NB.

REGULATIONS

Pension and Insurance Board of the Convention of Atlantic Baptist Churches hereinafter referred to as the "Board"
Revised to September 1, 2013

PROPOSED REGULATIONS

Pension and Benefits Board of Canadian Baptists of Atlantic Canada hereinafter referred to as the "Board"
Revised to September 1, 2017

PENSION AND INSURANCE PLANS

1. ENROLMENT

Application for membership into the Canadian Baptist Pension Plan by those eligible should be made through Sun Life Assurance Company of Canada. Those who become members of the pension plan, who are employed for a minimum of twenty (20) hours per week, are approved for the basic insurance plans, and eligible to apply for the optional insurance benefits administered by the Pension and Insurance Board. Insurance enrollment forms are available through the Board.

2. ELIGIBILITY – PENSION PLAN

Any person is eligible to enroll in the Canadian Baptist Pension Plan, provided he/she has not attained the age of 65 years at the time of making application, while serving as either:

(a) a full-time leadership person, ordained or otherwise, (such as Minister, Assistant Minister, Minister of Visitation, Minister of Christian Education or Minister of Music), who is employed by a church of the Convention; or

(b) a permanent full-time or part-time employee (*) of the Convention, Crandall University, Acadia Divinity College, Association-related ministries or a Church of the Convention or

(c) an aforesaid full-time leadership person or employee of the Convention, Crandall University, Acadia Divinity College, Association-related ministries or a Church of the Convention who resigns and engages in full-time employment in an interdenominational or church-related agency approved by the Board.

(*) Part-time (def) – An Employer is not required to offer enrollment in the Canadian Baptist Pension Plan if the employee is employed for less than the applicable minimums established under Provincial pension legislation:

a) in the Provinces of Nova Scotia and Prince Edward Island – a minimum of thirteen (13) hours per week;

b) in the Provinces of New Brunswick and Newfoundland/Labrador – a minimum of annual salary of 35% of the Year's Maximum Pensionable Earnings (YMPE).

Ministry Leaders such as pastors, executive and management staff, and professors are eligible to join the Plan from the date of employment. Support Staff, such as secretarial and clerical staff, church administrators and custodial staff, are eligible to join the

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(b) a permanent full-time or part-time employee (*) of the **CBAC**, Crandall University, Acadia Divinity College, Association-related ministries or a Church of the **CBAC** or

(c) an aforesaid full-time leadership person or employee of the **CBAC**, Crandall University, Acadia Divinity College, Association-related ministries or a Church of the **CBAC** who resigns and engages in full-time employment in an interdenominational or church-related agency approved by the Board.

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Ministry Leaders such as pastors, executive and management staff, and professors are eligible to join the Plan from the date of employment. Support Staff, such as secretarial and clerical staff, church administrators and custodial staff, are eligible to join the

Plan after one year of employment. Employers do have the option to waive the one year waiting period and offer enrollment earlier.

Should a member become gainfully employed in a position other than that associated with the Convention as stated in the eligibility requirements, while he/she is between churches, his/her membership in the pension will be suspended until such time as he/she is again employed within the Convention.

3. ELIGIBILITY – INSURANCES AND OTHER BENEFITS

All employees who are enrolled in the Canadian Baptist Pension Plan are also enrolled in the other benefits which are provided through this Board providing they are employed for a minimum of twenty (20) hours per week. Employees are not required to participate in the Medical/Dental Plan if they are enrolled in another group medical plan.

Once enrolled as a member of the Canadian Baptist Pension Plan and the insurance plans of the Convention of Atlantic Baptist Churches, in order to be eligible to remain insured under the policies of the plans, a member must:

- (a) meet the eligibility requirements as stated above, and
- (b) be actively contributing to the Canadian Baptist Pension Plan on a monthly basis.

If a member is between churches, he/she may remain in the insurance plans for a period up to, but not exceeding, one year for all insurances and medical/dental coverage, with the exception of Long-Term Disability Insurance. The member is responsible for payment of premiums on a monthly basis.

If a member is on a leave of absence/study leave, he/she can remain in the insurance plans, with the exception of Long-Term Disability Insurance, for a period up to, but not exceeding, one year, at which time all insurances will be terminated and their file will be transferred to the inactive division. This "leave" must be promptly reported to the Board at the time of its commencement, with the member's full intention of returning to work within the Convention, as specified in the eligibility requirements. The member is responsible for payment of premiums *on a monthly basis*.

If a member becomes gainfully employed in a position other than that associated with the Convention as stated in the eligibility requirements, while he/she is between churches, his/her insurance plans will be terminated until such time as he/she is again employed within the Convention and meets the eligibility requirements.

PENSION PLAN

1. CONTRIBUTIONS

- (a) The salary base on which contributions shall be computed will be actual salary plus the fair rental value of the parsonage and the cost of utilities; or the member's housing whichever is applicable.

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PENSION PLAN

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- (a) The salary base on which contributions shall be computed will be actual salary plus the fair rental value of the parsonage and the cost of utilities; or the member's housing whichever is applicable.

- (a) The basic contribution shall be 6% of the total salary package, to be paid by the member and matched by the employer.
- (b) Additional voluntary contributions up to the maximum of the CRA allowable limit may be made by the member through his/her payroll to increase the retirement benefit.
- (c) All contributions shall be vested in the member's account for purposes of pension only.

2. AMOUNT OF PENSION

The total contributions will be credited to an individual member's account and will accumulate with interest until retirement. At retirement, the total value of the member's account will be available to provide a monthly pension.

GROUP LIFE INSURANCE PLAN

1. CLASSIFICATION AND AMOUNT OF INSURANCE

Group Life Insurance is a term insurance provided for each member of the pension plan and his/her dependents, if applicable

a) Group Life Insurance

- All active members under age 65 \$40,000
- All active members age 65 to 70 \$5,000
- All retired members up to age 70 \$5,000
- All members age 70 and up \$2,500

The above reductions take place on the earlier of retirement or the member's 65th birthday. In the event of total disability prior to age 65, premiums are waived.

(b) Dependent Life Insurance

- Spouse \$10,000
- Each dependent child \$4,000

Benefits for children commence at birth. Upon the *earlier of* retirement or attainment of age 65 of the *member*, the dependent benefit will reduce to \$5,000 on the spouse and \$2,000 on any dependent children. This terminates when the *member* attains age 70.

(c) Accidental Death and Dismemberment Insurance

- All active members under age 65 \$25,000
- All active members age 65 to 70 \$5,000
- All retired members up to age 70 \$5,000

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GROUP LIFE INSURANCE PLAN

1. CLASSIFICATION AND AMOUNT OF INSURANCE

Group Life Insurance is a term insurance provided for each member of the pension plan and his/her dependents, if applicable

a) Group Life Insurance

- All active members under age 65 **\$60,000**
- All active members age 65 to 70 \$5,000
- All retired members up to age 70 \$5,000
- All members age 70 and up \$2,500

The above reductions take place on the earlier of retirement or the member's 65th birthday. In the event of total disability prior to age 65, premiums are waived.

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2. PREMIUMS

The full cost of the Group Life, Dependent Life and Accidental Death & Dismemberment Insurance plus an administrative fee shall be paid by the employer and/or member.

LONG-TERM DISABILITY INSURANCE

1. AMOUNT OF INSURANCE BENEFIT

Long-Term Disability Insurance provides a continuing income for each member of the pension plan and is based on 67% of the member's monthly earnings to a maximum of \$5,000. The amount of coverage is computed from the Basic Salary figure plus the fair rental value of housing and the cost of utilities that was last reported.

Disability is defined as the inability of the member to perform the duties of his/her own occupation for the first two years of disability payments and, thereafter, the inability to perform the duties of any occupation for which he/she is reasonably suited by education, training or experience.

Disability income benefits will be reduced by payments the member is entitled to receive under the Workers' Compensation Act, the Canada/Quebec Pension Plan, and any employment income. Benefits will be further reduced to the extent necessary so that the total gross income from all sources does not exceed 80% of the member's indexed pre-disability monthly income. Benefits are paid monthly in arrears after an elimination period of **119 days** and continue until the earliest of recovery, death or attainment of age 65.

The insurance coverage shall commence after the required period of employment, provided that the employee is actively at work on the effective date; otherwise, it will commence on the first day he/she returns to active work - all as defined in the insurance contract

2. PREMIUMS

The full cost of Group Disability Insurance plus an administrative fee must be paid by the employer.

OPTIONAL GROUP LIFE INSURANCE

1. AMOUNT AND TYPE OF BENEFIT

Optional Group Life Insurance is available to every member of the pension plan and his/her spouse in units of \$25,000, up to a maximum of 20 units, or \$500,000.

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Benefits provided under this plan are:

- (a) payment to your beneficiary in the event of death from any cause (2 year exclusion for suicide);
- (b) if total disability occurs prior to age 65, insurance continues in force until age 65, with no further premiums.

Member and Spousal coverage terminates on the *earlier of* retirement or attainment of age 65 by the *member*.

2. PREMIUMS

The full cost of the Optional Group Life Insurance plus an administrative fee shall be paid by the member.

MEDICAL/DENTAL PLAN

1. AMOUNT AND TYPE OF BENEFIT

The Medical/Dental Plan includes Major Medical, Basic Dental, Best Doctors, Global Medical Assistance and Out-Of-Country benefits, and is provided for each eligible member of the pension plan. Amount and type of coverage available is defined in the contract.

Global Medical Assistance benefit will cease on the attainment of age 70 by the member.

2. SURVIVOR BENEFIT

In the event of the death of the member, the continuance of the Medical/Dental Plan will be available for the eligible survivors for a period of 2 years and the premiums are waived. After the 2 year period the spouse may opt to continue coverage provided that payment for such benefits is also continued. This is in effect until one of the following occurs:

- (a) the spouse remarries,
- (b) the spouse dies,
- (c) the spouse obtains coverage from subsequent employment.

Eligible dependent children would continue to receive coverage until one of the three preceding spousal events occurs.

3. PREMIUMS

The full cost of the Medical/Dental Plan plus an administrative fee shall be paid by the employer and/or member. In the event that the member becomes disabled and is approved for LTD the premium would be paid on his/her behalf by the Board.

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EMPLOYEE ASSISTANCE PROGRAM (EAP)

1. AMOUNT AND TYPE OF BENEFIT

Confidential counseling services are available to all members and eligible dependents.

2. PREMIUMS

The full cost of the Employee Assistance Program plus an administrative fee shall be paid by the employer.

SOLACE

1. AMOUNT AND TYPE OF BENEFIT

An optional product that connects individuals who have been diagnosed with a serious illness to the leading medical experts while providing the financial support necessary to pursue alternative treatment options.

2. PREMIUMS

The full cost of the Solace premium plus an administrative fee shall be paid by the member.

EMPLOYEE AND FAMILY ASSISTANCE PROGRAM (EFAP)

3. AMOUNT AND TYPE OF BENEFIT

Confidential counseling services are available to all members and eligible dependents.

4. PREMIUMS

The full cost of the **Employee and Family Assistance Program** plus an administrative fee shall be paid by the employer.

OPTIONAL CRITICAL ILLNESS

1. AMOUNT AND TYPE OF BENEFIT

Optional Critical Illness insurance provides a lump sum payment to individuals who have been diagnosed with a specific critical illness to help provide financial security when illness puts assets and savings at risk.

2. PREMIUMS

The full cost of the Optional Critical Illness premium plus an administrative fee shall be paid by the member.

BEST DOCTORS

1. AMOUNT AND TYPE OF BENEFIT

Best Doctors connects individuals, who have been diagnosed with a serious illness, and their attending physicians to the world's leading expert doctors. This can be used to confirm diagnoses and treatment plans.

2. PREMIUMS

The full cost of the Best Doctors premium is included in the Medical/Dental premium.