

A photograph of the University of Ottawa's main building, a grand neoclassical structure with a prominent portico supported by columns. The building is set against a clear blue sky, with lush green trees to the right. A semi-transparent dark grey banner is overlaid on the image, containing the title and speaker information.

UNIVERSITY OF OTTAWA PENSION PLAN

Planning your retirement

Neil Courtemanche | Associate Director, Pension Plans and Benefits
Judy Prud'homme | Senior Specialist, Pensions
Patrick Taylor | Intermediate Specialist, Benefits
May 17-18, 2023

Last update: April 28 ,2023

Planning your retirement

Day 1: May 17

8:50 to 9:00	WELCOME Human Resources
9:00 to 10:30	University of Ottawa Pension Plan Neil Courtemanche Judy Prud'homme Associate Director, Senior Specialist Pension Plans & Benefits Human Resources
10:30 to 11:00	Group Insurance Plan and Retirees Benefits Patrick Taylor Intermediate Specialist, Benefits Human Resources
11:00 to 11:15	BREAK
11:15 to 11:30	Administrative Staff Retirees Association (ASRA) Lucie Mercier-Gauthier, Advisor, Benefits & Pension
11:30 to 11:45	Association of Professors Retired from the University of Ottawa (APRUO) Frans de Bruyn, Former President APRUO
12:00 to 1:00	LUNCH
1:00 to 4:00 15 min Break	Wills and Estates Claude Filion, Lawyer The Retirement Planning Institute
4:00 to 4:30	Optional session - Supplemental Pension Plan + Finances Louise Pelletier, CEBS Manager, Pension Plans Human Resources

Day 2: May 18

8:50 to 9:00	WELCOME Human Resources
9:00 to 12:00 15 min Break	Financial Planning Robert Thérout, PFA Roche Banyan, The Retirement Planning Institute
12:00 to 1:00	LUNCH
1:00 to 4:00 15 min Break	Retirement: A Transition in Your Life Journey Suzanne Nault, MPs The retirement Planning Institute
4:00	CONCLUSION

Planning your retirement – Agenda

Section 1 – Pension plan

Section 2 – Retirement allowance

Section 3 – Group benefits

Section 4 – Tools

Section 1 – Pension plan

- Retirement income
- Defined benefit pension plan
- Required contributions (employee/employer)
- Date of retirement
- Working past the normal retirement date
- Benefit formula
- Examples
- Pension indexation
- Survivor benefit options
- Pension Plan beneficiaries

RETIREMENT INCOME

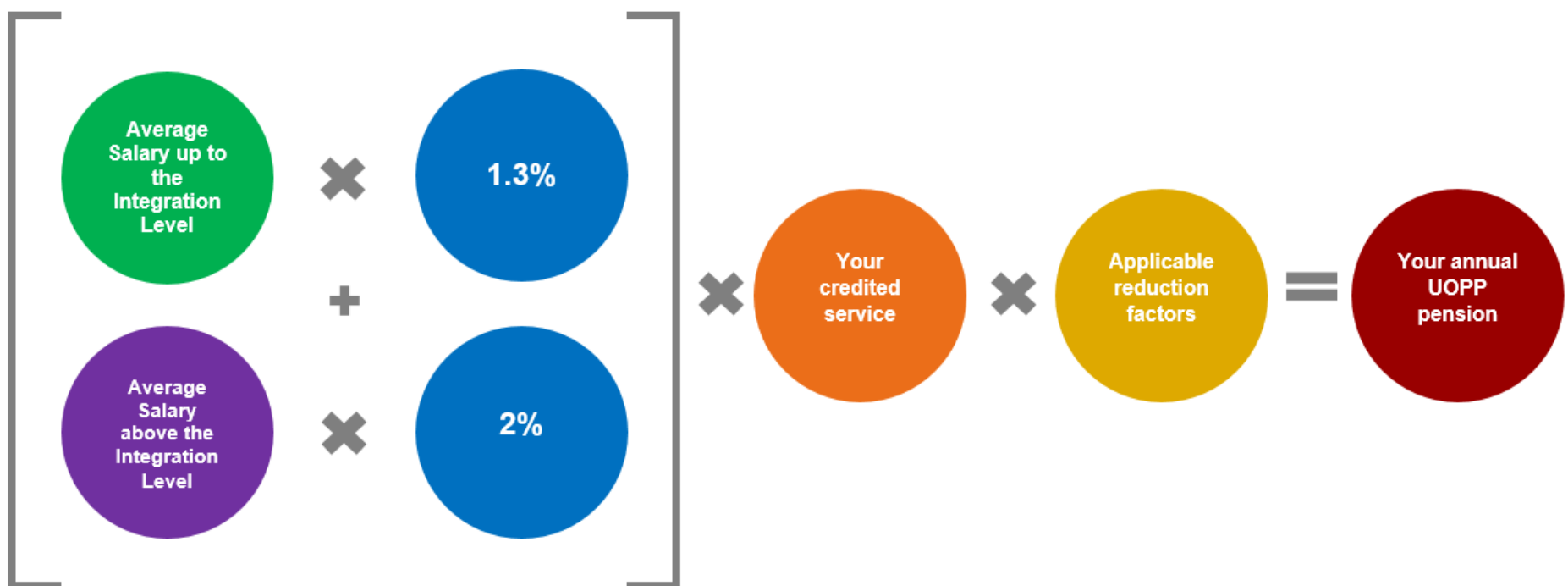
- **University of Ottawa Pension Plan (RPP)***
- Canada/Quebec Pension Plan (CPP/QPP)
- Old Age Security (OAS)
- Other employer pension plan (RPP)*
- Registered Retirement Savings Plan (RRSP)
- Retirement allowance
- Personal savings
- Tax-free savings accounts (TFSA)
- Investment income
- Personal assets
- Employment/business Income
- Other plans
- Spousal incomes

* = Registered Pension Plan

DEFINED BENEFIT PENSION PLAN

The University of Ottawa Pension Plan is a defined benefit plan.

At the time of your retirement, you will receive a pension based on a formula that takes into account the average of your best 60 months of earnings, the number of years of credited service you have in the plan and a reduction factor (if applicable).



REQUIRED CONTRIBUTIONS (EMPLOYEE/EMPLOYER)

A. Required contributions – 2023

	Employee	University
– Up to the integration level	7.15%	7.85%
– Above the integration level	10.95%	12.00%

Integration level: The University pension plan provides for a pension that differs for the portion of earnings below and above a certain threshold, referred to as the integration level. This threshold of earnings is based on the year's maximum pensionable earnings (YMPE) covered for purposes of determining the pension payable from the Canada Pension Plan (CPP) and differs for service before and service after January 1, 2004.

Pre-2004 service: Set at \$31,790

Post-2003 service: The integration level of \$31,790 is indexed annually at a rate of 55% of the increase in the YMPE. Effective January 1, 2023, the integration level for post-2003 service is set at \$43,490. This integration level is adjusted on an annual basis.

Year's maximum pensionable earnings (YMPE): Amount set by the government each year and is used for contributions to (as well as benefits from) the CPP.

In 2023, the YMPE is \$66,600. Annual changes to the YMPE are based on increases in average Canadian industrial wages.

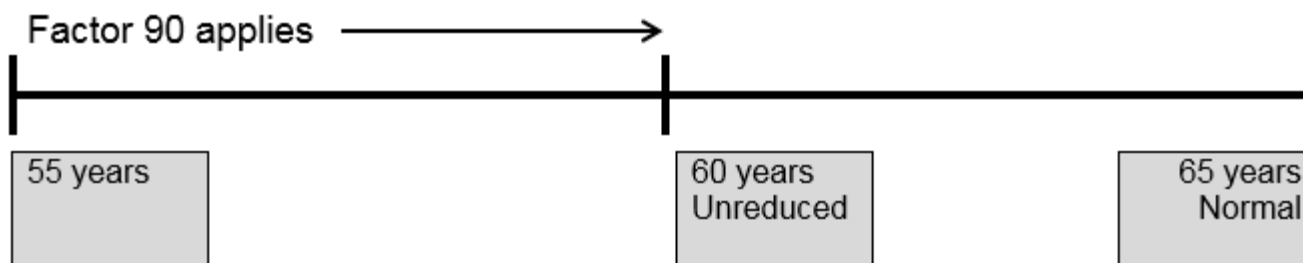
DATE OF RETIREMENT

Normal retirement date (NRD)

Administrative and support staff: First day of the month following the date you turn 65.

Academic staff: July 1 coincident with or following the date you turn 65.

However, you can retire earlier. In such a case:



If you retire...	You are entitled to...
At age 60 or later or when the total of your age and years of credited service is equal to or greater than 90 before age 60 (factor of 90).	An unreduced early retirement pension based on your credited service and your average salary at retirement
After age 55, but prior to the earlier of age 60 or the factor of 90.	A reduced early retirement pension Reduction based on the time between your retirement date and the date on which you turn 60 or the date on which you reach the factor 90; the earlier of these two dates is used.

WORKING PAST THE NRD

- Your membership in the pension plans continues and you accrue benefits past your NRD (age 65).
- You continue to contribute to the pension plan up to November 30 of the calendar year in which you reach the age of 71. Your pension benefit is payable effective December of that same calendar year.
- Prior to age 71, you must retire to commence your pension.
- There is no maximum pensionable service in the pension plan.

PENSION BENEFIT FORMULA

1 – Credited service to December 31, 2003 (pre-2004)

i) \$31,790 x 1.3% x credited service	= a
ii) (Average salary – \$31,790) x 2% x credited service	= b
Total annual pension pre-2004 (a + b)	= c

2 – Credited service after December 31, 2003 (post-2003)

i) \$43,490 x 1.3% x credited service	= a
ii) (Average salary – \$43,490) x 2% x credited service	= b
Total annual pension post-2003 (a + b)	= d

Total annual uOttawa pension (c + d)

Minimum pension test: Members of the University pension plan are entitled to a minimum pension equal to 1.5% for each year of credited service (average salary X 1.5% X credited service).

CRA maximum benefit: Effective January 1, 2023, the maximum pension benefit under a registered defined benefit plan is \$3,506.67 per year of pensionable service.

Average salary: 60 best months up to the maximum salary of \$190,555.00 prescribed by the CRA, as at January 1, 2023. Average salary for pension purposes is based on your regular salary, and does not include special income such as overtime, premium pay, and bonus pay or second-salary sources.

Credited service: Service credited in the pension plan.
uOttawa.ca

PENSION CALCULATION Example 1 – Average salary = \$100,000 (Service to December 31, 2022)

AGE	60 years	AVERAGE SALARY	\$100,000
SERVICE	25 years	INTEGRATION LEVEL	\$31,790 / \$43,490

1) PRE-2004 SERVICE

i) \$31,790 x 1.3% x 6	=	\$2,479.62	
ii) \$68,210 x 2% x 6	=	+ \$8,185.20	\$10,664.82

2) POST-2003 SERVICE

i) \$43,490 x 1.3% x 19	=	\$10,742.03	
ii) \$56,510 x 2% x 19	=	+ \$21,473.80	+\$32,215.83

Total uOttawa pension 1 + 2 **\$42,880.65**

MINIMUM PENSION TEST (\$100,000 x 1.5% x 25) =	\$37,500.00
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3) Estimated CPP/QPP pension*		+
Maximum reduced (\$15,678.84 – 36%) pension	=	\$10,034.46

Total uOttawa + CPP/QPP **\$52,915.11**

*CPP/QPP amounts are approximations. Actual amounts are based on individual participation in the plans and will be determined by Service Canada. CPP is payable on or after age 60.

PENSION CALCULATION Example 2 – Age + Service = 90 (Service to December 31, 2023)

AGE:	55 years	AVERAGE SALARY:	\$100,000
SERVICE:	35 years	INTEGRATION LEVEL:	\$31,790 / \$43,490

1) PRE-2004 SERVICE

i) \$31,790 x 1.3% x 16	=	\$6,612.32	
ii) \$68,210 x 2% x 16	=	+ \$21,827.20	\$28,439.52

2) POST-2003 SERVICE

i) \$43,490 x 1.3% x 19	=	\$10,742.03	
ii) \$56,510 x 2% x 19	=	+ \$21,473.80	+\$32,215.83

Total uOttawa pension 1 + 2 **\$60,655.35**

MINIMUM PENSION TEST (\$100,000 x 1.5% x 35) =	\$52,500.00
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3) Estimated CPP/QPP pension* = + \$0.00

Total uOttawa + CPP/QPP = \$60,655.35

*CPP/QPP amounts are approximations. Actual amounts are based on individual participation in the plans and will be determined by Service Canada. CPP is payable on or after age 60.

PENSION CALCULATION Example 3 – Reduced pension (Service to December 31, 2022)

AGE	57 years	AVERAGE SALARY	\$100,000
SERVICE	17 years	INTEGRATION LEVEL	\$43,490

POST-2003 SERVICE

i) \$43,490 x 1.3% x 17	=	\$9,611.29	
ii) \$56,510 x 2% x 17	=	+ \$19,213.40	<u>\$28,824.69</u>

Minimum Pension Test*	
\$100,000 * 1.5% * 17	\$25,500

Actuarial Reduction	0.8562
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Annual Pension (\$28,824.69 * 0.8562)=	\$24,679.69
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Estimated CPP/QPP	\$0
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Total uOttawa + CPP/QPP	<u>\$24,679.69</u>
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*As Minimum Pension Test is lower than pension calculation before reduction, the reduction is applied to the calculated pension using the standard formula

PENSION INDEXATION

A) Three-step indexation formula based on inflation from previous year

Consumer Price Index (CPI) – October 1 to September 30

1. If inflation is less than 2%, full indexation
2. If inflation is between 2% and 3%, automatic indexation of 2%
3. If inflation is greater than 3%, inflation minus 1% (maximum 8%)

B) Supplementary indexation

- Percentage not granted in items 2 and 3 above. Subject to surplus and investment gain tests, the percentage not granted in items 2 and 3 above may be granted (current year only).

SURVIVOR PENSION BENEFITS

- Upon retiring, you will have the option to choose the type of benefit payable to your surviving spouse or to your beneficiary/Estate.

This benefit is comprised of two components:

Guarantee Period

- All plan members choose a guarantee period at retirement.
- The guarantee period is a number of years after the date of retirement, for which your pension must be paid 100%. This benefit is payable to a spouse or if there is no surviving spouse, any named beneficiary, or your estate.

Survivor Percentage

- Plan members who have a spouse at retirement can opt for their spouse to receive either 60% or 100% of their monthly pension after their death.
- This benefit is only payable to the spouse declared at the time of retirement.
- The survivor's pension ends at the time of the spouse's death.

SURVIVOR PENSION BENEFIT TO THE SPOUSE AND GUARANTEE PERIODS

Normal form

- Five-year guarantee / 60% survivor benefit to the spouse. *The guarantee period begins the month of retirement.*

Your death occurs during the guarantee period:

- If your spouse survives you, they receive your full monthly pension until the end of the five-year guarantee period and then the pension reduces to 60% for their lifetime.
- If there is no surviving spouse, a taxable lump sum representing the value of the remaining guaranteed monthly payments is paid to your beneficiary or to your estate.

Your death occurs after the guarantee period:

- If your spouse survives you, they receive 60% of your monthly pension for their lifetime.
- If there is no surviving spouse, the pension payments cease; no death benefit is paid to your beneficiary or estate because the guarantee period has expired.

SURVIVOR PENSION BENEFIT TO THE SPOUSE AND GUARANTEE PERIODS (cont.)

Optional forms of pension

- 10 or 15 year guarantee / 60% survivor benefit
- 0, 5, 10 or 15 year guarantee / 100% survivor benefit

Two fundamental differences in the forms:

- How much you receive for your lifetime
- How much your eligible spouse or beneficiary receives in the event of your death

Your lifetime pension payable under the normal form of pension will be adjusted on an actuarially equivalent basis to reflect the guarantee period and survivor benefit chosen.

Note: The choice of guarantee period and survivor benefit is made at the time of retirement.

Example – Optional Forms of Pension

Your retirement benefit options are: (choose only one)

	Monthly Amount Payable	
	To Pensioner	On Death of Pensioner
A. Joint & Survivor 60% and 5 yrs Guarantee payable from January 1, 2023 to December 1, 2027 payable from January 1, 2028	\$3,350.42 \$3,350.42	\$3,350.42 \$2,010.25
B. Joint & Survivor 60% and 10 yr guarantee payable from January 1, 2023 to December 1, 2032 payable from January 1, 2033	\$3,334.52 \$3,334.52	\$3,334.52 \$2,000.71
C. Joint & Survivor 60% and 15 yr guarantee payable from January 1, 2023 to December 1, 2037 payable from January 1, 2038	\$3,301.01 \$3,301.01	\$3,301.01 \$1,980.61
D. Joint & Survivor 100% payable from January 1, 2023	\$3,290.36	\$3,290.36
E. Joint & Survivor 100% and 5 yr guarantee payable from January 1, 2023	\$3,289.45	\$3,289.45
F. Joint & Survivor 100% and 10 yr guarantee payable from January 1, 2023	\$3,285.45	\$3,285.45
G. Joint & Survivor 100% and 15 yr guarantee payable from January 1, 2023	\$3,268.68	\$3,268.68

PENSION BENEFICIARIES

In accordance with pension benefits legislation and the University's Pension Plan text, upon the death of a member, the survivor pension benefit payment will be paid in the following order of entitlement:

Pre-retirement (pension benefit value payable)

- To your spouse, or
- To your designated beneficiaries, or
- To your estate

Post-retirement (survivor benefit payable based on choice)

- To your spouse, or
- To your dependent Children (under age 19, or dependent due to disability), they have priority for the remaining guarantee period or survivor pension, or
- To your designated beneficiaries; or
- To your estate

Spouse: legally married or common-law partner. A spouse must meet this definition on the date you begin to receive pension benefits or on your date of death (if earlier), to be eligible to receive a death or survivor pension benefit.

Your Spouse qualifies for the survivor pension benefits if, on your death, both of the following conditions are met:

- Your spouse meets the definition of spouse as outlined on the back of the form, and
- Your spouse has not waived death or survivor benefits

Section 2 – Retirement allowance

- Formulas
- Examples
- Retirement allowance – Notice of retirement

RETIREMENT ALLOWANCE

Formula for all administrative and support staff employee groups (based on the uOttawa policy 53 or collective agreements)

Policy 53 for NUEA*, Section 35 of PIPSC agreement*, Local 4109 of OPSEU*, Section 42 of SSUO–OSSTF agreement :**

A) Under age 60 without factor 90

2003 standard salary class at retirement X .004 X uOttawa service X 5

B) Age 60 to 65 (NRD) or under age 60 with factor 90

2003 standard salary class at retirement X .006 X uOttawa service X MIN (5, NRD – ARD)

***PIPSC, OPSEU & NUEA: All employees hired on or after May 1, 2018, are not eligible for the retirement allowance.**

****SSUO: All employees hired on or after November 16, 2020, are not eligible for the retirement allowance.**

Section 35 Local 772-A, Section 24 Local 772-B*:**

– Formula without factor 90 and less than 60 years of age: \$180 X uOttawa service X 5

– Formula with factor 90 or age 60 to 65 (NRD): \$215 X uOttawa service X MIN (5, NRD-ARD)

*****Local 772-A, Local 772-B employees hired after November 15th 2019 are not eligible for the retirement allowance.**

Formula for academic employees (based on section 40.3 of collective agreement):

To be eligible before age 60, must have reached the factor 90.

– Formula: \$800 X uOttawa service X MIN (5, NRD-ARD)

Eligible for transfer to an RRSP, as per the Canada Revenue Agency tax sheltering policy, paragraph 60(j.1) of the Income Tax Act: \$2,000 for each year of service (pre-1996) plus \$1,500 for each non-contributory year of service pre-1989 may be transferred to an RRSP. If you have accumulated RRSP room, you may be able to transfer more than the eligible amount to your RRSP.

- **NRD:** Normal retirement date
- **ARD:** Actual retirement date

RETIRING ALLOWANCE – Examples as at December 31, 2022

Class	Age/service (formula)	= Total	Eligible amount (Pre 96)	Non-eligible amount
Non-union NM1	58/30 ($\$69,305 \times .004 \times 30 \times 5$) = \$41,583		\$6,000	\$35,583
	60/30 ($\$69,305 \times .006 \times 30 \times 5$) = \$62,375		\$6,000	\$56,375
	62/30 ($\$69,305 \times .006 \times 30 \times 3$) = \$37,425		\$6,000	\$31,425
SSUO/ PIPSC 8	58/30 ($\$43,891 \times .004 \times 30 \times 5$) = \$26,335		\$6,000	\$20,335
	60/30 ($\$43,891 \times .006 \times 30 \times 5$) = \$39,502		\$6,000	\$33,502
	62/30 ($\$43,891 \times .006 \times 30 \times 3$) = \$23,701		\$6,000	\$17,701
SSUO/ PIPSC 10	58/30 ($\$54,768 \times .004 \times 30 \times 5$) = \$32,861		\$6,000	\$26,861
	60/30 ($\$54,768 \times .006 \times 30 \times 5$) = \$49,291		\$6,000	\$43,291
	62/30 ($\$54,768 \times .006 \times 30 \times 3$) = \$29,575		\$6,000	\$23,575
Local 772 A-B	58/30 ($\$180 \times 30 \times 5$) = \$27,000		\$6,000	\$21,000
	60/30 ($\$215 \times 30 \times 5$) = \$32,250		\$6,000	\$26,250
	62/30 ($\$215 \times 30 \times 3$) = \$19,350		\$6,000	\$13,350
APUO	58/30 ($\$800 \times 30 \times 0$) = \$0		\$0	\$0
	60/30 ($\$800 \times 30 \times 5$) = \$120,000		\$6,000	\$114,000
	62/30 ($\$800 \times 30 \times 3$) = \$72,000		\$6,000	\$66,000

RETIREMENT ALLOWANCE – NOTICE

Non-unionized administrative staff:

Classes NC1 to NC8 and NM1 to NM5 must give at least **3 months notice**;

Unionized administrative staff:

Must give at least **3 months notice**.

Procedure:

Before Workday: Advise immediate supervisor in writing with retirement date and send a copy to the Pension sector at hrpension@uottawa.ca

As of May 8: Submit your retirement through Workday via the ‘Resignation’ action and attach the letter sent to your supervisor.

The retirement allowance is paid by your faculty or service. You are encouraged to give as much notice as possible in order to help your faculty or service with its budget and succession planning. Your notice is irrevocable.

Section 3 – Group benefits

Patrick Taylor | Intermediate Specialist, Benefits

Group insurance benefits at retirement

Benefits	Regular Support staff (SSUO)		Regular Academic staff / PIPSC/ 772A&B/NUEA/OPSEU	
	Prior to 65	65 and over	Prior to 65	65 and over
Group insurance	<ul style="list-style-type: none"> • Life • Health • Dental • Hospital • Health care spending account (HCSA) 	<ul style="list-style-type: none"> • Life • Hospital • Health care spending account (HCSA) 	<ul style="list-style-type: none"> • Life • Health & hospital • Dental • Health care spending account (HCSA) 	<ul style="list-style-type: none"> • Life • Health care spending account (HCSA)
Tuition Fee Financial Support Program	✓	✓	✓	✓
Other benefits	✓	✓	✓	✓

Health and dental insurance

	Regular Support staff	Regular Academic staff
Conditions of eligibility	<ul style="list-style-type: none"> The retiree must be less than 65 	<ul style="list-style-type: none"> The retiree must be less than 65 years of age (on July 1 following or coinciding with the 65th birthday)
Termination date	<ul style="list-style-type: none"> Will automatically end on the first day of the month following or coinciding with the 65th birthday. 	<ul style="list-style-type: none"> Will automatically end on July 1 following or coinciding with the 65th birthday

Once coverage ends, benefits are also available through:

- Retired Teachers of Ontario (RTO)
- Municipal Retirees Organization of Ontario (MROO)
- Ontario Teachers Insurance Plan (OTIP)
- PlanDirect (Canada Life)
- Other products in the open market

GROUP INSURANCE RATES 2023-2024 (Tax included - Ontario)

Benefit	SSUO		Other Groups	
	Single	Family	Single	Family
Extended health	\$108.53	\$278.86	\$108.53	\$278.86
Dental care – Basic	\$34.60	\$104.50	\$34.60	\$104.50
Dental care – Optional	\$10.77	\$36.49	\$10.77	\$36.49
Hospital room – Semi-private	\$2.19	\$4.14	Included in extended health coverage for new retirees	
Hospital room – Private	\$3.09	\$6.75		

Note: Retiree pays the monthly premiums

Health Care Spending Account (HCSA)

	Support staff	Academic staff
Conditions of eligibility	<ul style="list-style-type: none"> All regular employees (does not include term/contractual employees) 	<ul style="list-style-type: none"> All regular academic APUO employees
Annual amount	<ul style="list-style-type: none"> \$300 	<ul style="list-style-type: none"> \$1,350
Termination date	<ul style="list-style-type: none"> Retiree's passing 	<ul style="list-style-type: none"> Retiree's passing
Taxability	<ul style="list-style-type: none"> Taxable for Quebec residents (calculated on a usage basis plus the employer's administrative costs and applicable taxes) 	<ul style="list-style-type: none"> Taxable for Quebec residents (calculated on a usage basis plus the employer's administrative costs and applicable taxes)

LIFE INSURANCE

Life insurance volume

If employee retires with

- **10 years of service or fewer**
 - \$2,000 life insurance
- **More than 10 years of service**
 - 10% of salary at retirement
(min. \$2,000, max. \$5,000)

Premiums: Monthly premiums are paid by the University and are a taxable benefit for the retiree.

Termination date: Retiree's passing

Survivor benefits – Health, hospital and dental insurance

- There is up to one-year insurance extension without fees for the surviving spouse and dependant children (that were covered under the plan) following the death of a retiree whose insurance coverage was in effect at the time of death.

Tuition Fee Financial Support Program

Conditions of eligibility :

Employees eligible for benefits under the provisions of Policies 8 and 22, and collective agreements.

Termination date :

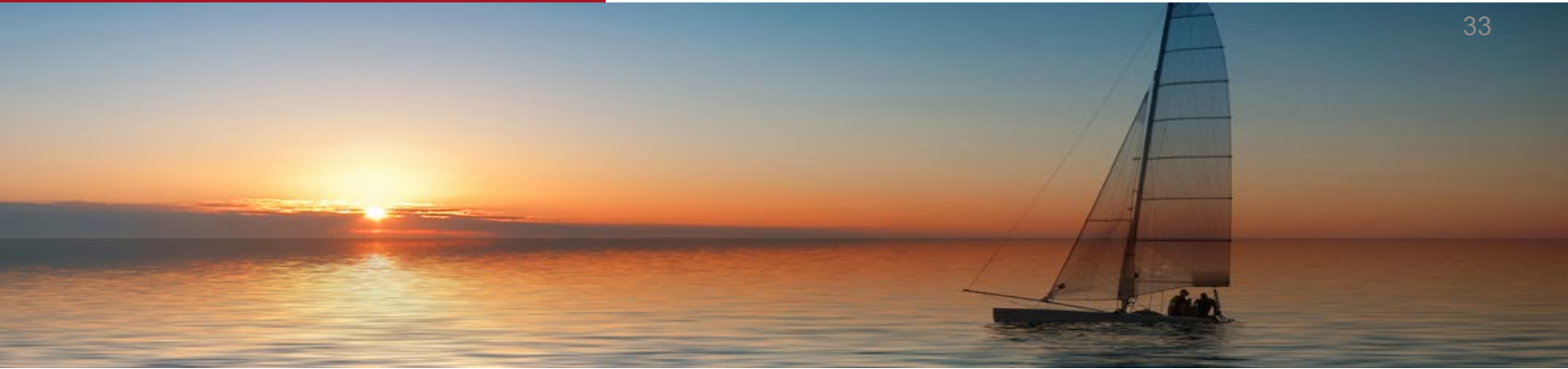
Retiree: Exemption for life

Eligible dependants: The spouse and/or dependants (under the age of twenty-seven (27)) are eligible for tuition fee financial support when registered in a regular funded course or program of studies at the University of Ottawa, until the retiree reaches the age of 71.

Taxability for spouse and dependants: Taxable in the hands of the recipient

Other benefits

- Telemedicine – offers virtual health services to members of the retiree associations, as well as their eligible family members
- Library services
- Sports services
- uOttawa email: Used as the primary form of communication with retirees



Section 4 – Tools

- Personal statement and annual report
- Human Resources website
- Pension plan fact sheets
- Personalized website
- Financial planner

PERSONAL STATEMENT AND ANNUAL REPORT

pension highlights

YOUR ANNUAL STATEMENT AS AN ACTIVE MEMBER OF THE UNIVERSITY OF OTTAWA RETIREMENT PENSION PLAN (« THE PLAN ») 2021

John Doe
1234 Main St
Ottawa ON K0K 0K0

A message from the Associate Vice-President, Human Resources

I am pleased to present your 2021 personalized pension statement. It contains information on the pension benefits you are entitled to under the registered University of Ottawa Retirement Pension Plan, as governed by the provisions of the *Ontario Pension Benefits Act*, the Canada Revenue Agency and the Financial Services Regulatory Authority of Ontario. This statement contains information on your membership, contributions and benefits payable at retirement. The information contained in this statement is summarized and estimated.

Data on benefits payable by the University of Ottawa Supplemental Retirement Pension Plan, which is a non-registered plan, is not included in this statement.

More information on the University of Ottawa Retirement Pension Plan can be found in the Annual Report at www.uOttawa.ca/human-resources/about-HR/publications. Included in the report are the year's activities and information on governance, administration, the Pension Plan's financial position and membership statistics.

We invite you to visit the Human Resources website (www.uOttawa.ca/human-resources) on a regular basis for up-to-date Pension Plan information and resources, such as the retirement planning tool, forms, publications, etc. The website also contains a wealth of information on your other employee benefits.

Human Resources staff will be pleased to answer any questions you may have.



Jean Yves Hinse



Human Resources Website: <https://virtuo.uottawa.ca/en/human-resources/my-info>

Franglais

uOttawa Human Resources Change Group ▾

My Info Regular non-unionized staff in a confidential position (NC)

What should I do if...? Leaves Insurance benefits and employee assistance Additional benefits Pension plan Compensation Awards and recognition Performance management Policies

Pension plan

The plans

- Summary - The basic pension plan
- University of Ottawa Pension Plan
- University of Ottawa Supplemental Retirement Pension Plan (SRPP)

Pension Plan Personalized Information

- Pension Plan Personalized Information

Thinking of retiring soon?

- Notice of retirement
- Early retirement
- Retirement not mandatory
- Annual increase in the Consumer price index (inflation protection)
- Other retirement income
- Survivor benefits in the university plan
- Retirement allowance
- Pension plan trustee
- Group insurance coverage for retired members

Contact us in the following situations

- Change in marital status
- Death of an active employee or a retiree
- Marriage breakdown
- If you leave the University before your retirement.

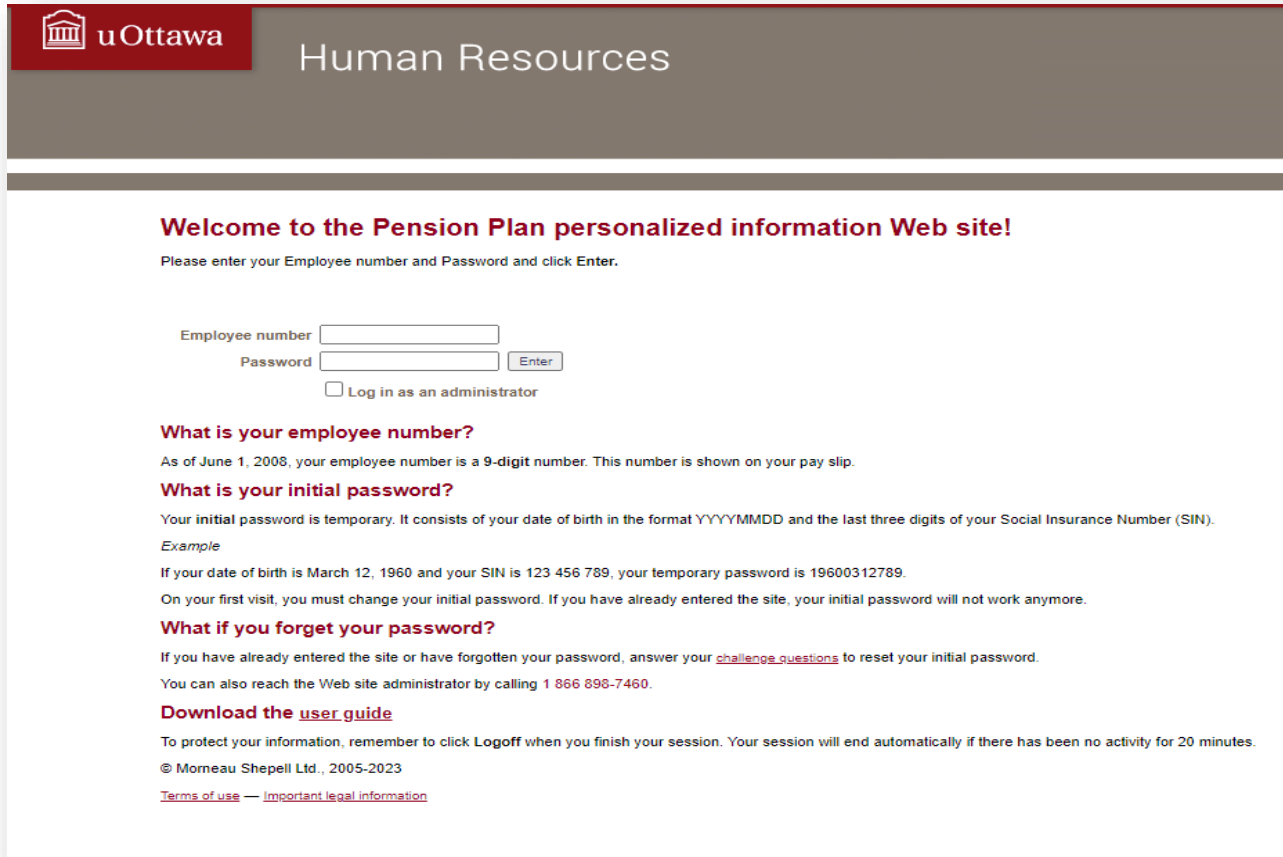
Plan administration

- Definition of spouse
- Pension Plan Financial Statements
- Treasury and Pension Fund
- Pension Plan Committee
- Audit Committee
- Pension Governance Structure
- Annual report and other publications
- Forms

PENSION PLAN FACT SHEETS

The screenshot shows the uOttawa website's navigation menu with links for 'CURRENT STUDENTS', 'FACULTY AND STAFF', 'ALUMNI', and 'GIVING'. Below the navigation is a search bar and a language selector set to 'FR'. The breadcrumb trail reads: 'Home About us Faculty and staff > Human Resources'. The main heading is 'Pension plan publications'. The introductory text states: 'Pension plan information including the retirement text, annual report, statement of investment policies and procedures, actuarial valuations and other pension related information.' Below this is a list of three categories, each with a dropdown arrow: 'Fact sheets', 'Pension plan annual reports', and 'Investment policies and procedures'.

PENSION PLAN PERSONALIZED INFORMATION WEBSITE



The screenshot shows the login page for the Pension Plan personalized information website. At the top left is the uOttawa logo. The page title is "Human Resources". The main heading is "Welcome to the Pension Plan personalized information Web site!". Below this, it says "Please enter your Employee number and Password and click Enter." There are two input fields: "Employee number" and "Password", with an "Enter" button next to the password field. A checkbox labeled "Log in as an administrator" is also present. The page includes several sections of text: "What is your employee number?" with a note about the 9-digit number as of June 1, 2008; "What is your initial password?" with an example and instructions to change it on the first visit; "What if you forget your password?" with instructions to answer challenge questions or call the administrator; and a "Download the user guide" link. At the bottom, there is a copyright notice for Morneau Shepell Ltd., 2005-2023, and links for "Terms of use" and "Important legal information".

Welcome to the Pension Plan personalized information Web site!

Please enter your Employee number and Password and click Enter.

Employee number

Password

Log in as an administrator

What is your employee number?

As of June 1, 2008, your employee number is a 9-digit number. This number is shown on your pay slip.

What is your initial password?

Your initial password is temporary. It consists of your date of birth in the format YYYYMMDD and the last three digits of your Social Insurance Number (SIN).

Example

If your date of birth is March 12, 1960 and your SIN is 123 456 789, your temporary password is 19600312789.

On your first visit, you must change your initial password. If you have already entered the site, your initial password will not work anymore.

What if you forget your password?

If you have already entered the site or have forgotten your password, answer your [challenge questions](#) to reset your initial password.

You can also reach the Web site administrator by calling 1 866 898-7460.

Download the [user guide](#)


To protect your information, remember to click **Logoff** when you finish your session. Your session will end automatically if there has been no activity for 20 minutes.

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FINANCIAL PLANNER (HORIZON)




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What do you want to do?




I want an estimate of my total income at retirement

Estimate your retirement income from all sources and see how close you are to your goals.


All data related to your personal situation in the company plans are already in, you just need to enter information on your personal savings.


Go to the *Retirement income calculator* 



I want to learn about retirement planning


Learn everything you need to know about retirement planning, from setting your goals to your different retirement income sources.


Go to the *Learning zone* 



I want to know how much I will need at retirement


Use a worksheet to do a preliminary retirement budget that will help you set your retirement income goals.

Go to the *Retirement budget worksheet* 



I want to know what type of investor I am

Find out how you should invest your retirement savings based on your personal situation and tolerance for risk.

Go to the *Investor profile* 

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QUESTIONS

SUPPLEMENTAL PENSION PLAN

- Not a registered pension plan
- Provides to participating members a benefit in excess of the maximum pension benefits prescribed by the Income Tax Act and subject to the provisions of the supplemental plan
- Eligibility: Average salary at the date of retirement must be above the average maximum salary set by the CRA (\$190,555 in 2023)
- The supplemental pension plan provides a benefit up to the plan average maximum salary, \$238,700 as at January 1, 2023
- The maximum salary for the supplemental pension plan contributions is \$249,013.00 as at January 1, 2023

PENSION BENEFIT FORMULA – Supplemental plan

Eligible Average Salary: must exceed the average maximum salary of \$ 190,555 as prescribed by the Canada Revenue Agency (CRA) as of January 1, 2023, without exceeding the average salary maximum covered by the Supplemental Plan of \$ 238,700 established on January 1, 2023.

1. Service to December 1998 (Pre-1999)

i) 2023 Pre-1999 dollar limit x credited service	= a
ii) 2023 maximum CRA pension x credited service	= b
Total annual pension pre-1999 (a – b)	= c

2. Post-1998 service (1999 to 2003)

i) \$31,790 x 1.3% x credited service	= a
ii) (Average salary – \$31,790) x 2% x credited service	= b
iii) 2023 maximum CRA pension x credited service	= c
Total annual pension post-1998 ((a + b) – c)	= d

3. Post 2003 service (2004 to 2007, excluding years after 2007)

i) \$43,490 x 1.3% x credited service	= a
ii) (Average salary – \$43 490) x 2% x credited service	= b
iii) 2023 maximum CRA pension x credited service	= c
Total annual pension post-2003 ((a + b) – c)	= e

Total annual uOttawa supplemental pension plan (c + d + e)*

** If the annual pension is less than 10% of the YMPE (10% x \$66,600 = \$6,660), the commuted value of the annual pension is paid as a taxable lump sum.*

**PENSION CALCULATION Base Plan – High salary
(Service to December 31, 2022)**

AGE:	60 years	AVG. SAL.:	\$195,000	MAX. CRA SAL.:	\$190,555
SERVICE:	25 years	INTEG. LEV.:	\$31,790 / \$43,490		

1) PRE-2004 SERVICE

i) \$31,790 x 1.3% x 6	=	\$2,479.62	
ii) \$163,210 x 2% x 6	=	+ \$19,585.20	\$22,064.82

2) POST-2003 SERVICE

i) \$43,490 x 1.3% x 19	=	\$10,742.03	
ii) \$151,510 x 2% x 19	=	+ \$57,573.80	<u>+\$63,315.83</u>

Total uOttawa pension 1+2			\$90,380.65
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MINIMUM PENSION TEST (\$195,000 x 1.5% x 25)	=	\$73,125.00
MAXIMUM CRA PENSION RULE (\$3,506.67 x 25)	=	\$87,666.75

3) + Estimated CPP/QPP pension*

maximum reduced pension (\$15,678.84 – 36%)	=	<u>+\$10,034.46</u>
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Total uOttawa + CPP/QPP	=	\$97,701.21
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*CPP/QPP amounts are approximations. Actual amounts are based on individual participation in the plans and will be determined by Service Canada. CPP is payable on or after age 60.

PENSION CALCULATION – Supplemental benefit (Service to December 31, 2022)

AGE	60 years	AVERAGE SALARY	\$195,000
SERVICE	25 years	INTEGRATION LEVEL	\$31,790 / \$43,490
MAX. PRE-1999	\$3,284.47	MAX. CRA SALARY	\$190,555.00
MAX. CRA	\$3,506.67	MAX. AVG. SALARY	\$238,700.00

1) PRE-1999 SERVICE

$$\text{i) } (\$3,284.47 - \$3,506.67) \times 1 = \$0.00$$

2) POST-1998 SERVICE (1999 to 2003)

$$\begin{aligned} \text{i) } \$31,790 \times 1.3\% \times 5 &= \$2,066.35 \\ \text{ii) } \$163,210 \times 2\% \times 5 &= \underline{+\$16,321.00} \quad \$18,887.35 \\ \text{iii) } - \$3,420.00 \times 5 &= \underline{-\$17,533.35} \quad +\$854.00 \end{aligned}$$

3) POST-2003 SERVICE (2004 to 2007; excluding 2008 to 2022 – 15 years)

$$\begin{aligned} \text{i) } \$43,490 \times 1.3\% \times 4 &= \$2,261.48 \\ \text{ii) } \$151,510 \times 2\% \times 4 &= \underline{+\$12,120.80} \quad \$14,382.28 \\ \text{iii) } - \$3,506.67 \times 4 &= \underline{-\$14,026.68} \quad +\$355.60 \end{aligned}$$

$$\text{Total annual supplemental pension (1 + 2 + 3) = } \underline{\underline{\$1,209.60}}$$

The supplemental pension plan benefit will be paid as an annual pension if the amount exceeds 10% of the YMPE, which is \$6,660/year (\$66,600 x 10%). If the annual pension is less than 10% of the YMPE, the commuted value of the annual pension is paid as a taxable lump sum.

PHASED RETIREMENT (APUO members only)

- Transition to retirement is a benefit available to APUO members who wish to have a reduced workload in the years prior to their normal retirement date.
- Available to members eligible to receive the benefit as per section **40.3.1** of the collective agreement (the normal retirement date is defined as July 1 of the year following age 65).
- Allows members to bring their regular salary up to their nominal salary using portions of the severance payment payable under section **40.3.1**.
- During the transition period, members accumulate full pension credits as per the provision of the pension plan by contributing up to the level of their nominal salary.
- Once the agreement is signed, the commitment to retire is irrevocable.

PHASED RETIREMENT PENSION CALCULATION APUO 40.3 – Example 5

AGE	60 years	NOMINAL SALARY	\$140,000
YEARS of SERVICE	30 years	FUTURE PENSION SERVICE	33 years
REDUCED WORKLOAD	50%	TOTAL PAYABLE SALARY	75%
TRANSITION DATE	July 1, 2023	RETIREMENT DATE	July 1, 2026

1. Severance calculation at age 60 as at July 1, 2023

Pension Sector determines calculation at the transition date

$$\$800 \times 30 \text{ years uOttawa service} \times 5 \text{ years before normal age of retirement} = \mathbf{\$120,000}$$

2. Calculation of severance payable (objective: 75% of total salary)

Annual maximum receivable as per nominal salary:	75% X \$140,000 =	\$105,000
– Annual payable as per reduced workload:	50% X \$140,000 =	<u>– \$70,000</u>
= Annual severance distribution	=	\$35,000

\$35,000 is paid **each year** as salary for three years prior to retirement, for a total of \$105,000 (objective reached).

3. Calculation of balance due at retirement, if applicable

$$\text{Severance calculation in step 1 minus annual distribution: } \$120,000 - \$105,000 = \mathbf{\$15,000}$$

The difference at the end of the transition period will be transferable/paid at retirement and may be tax exempt as a retirement allowance, under paragraph 60(j.1) of the Income Tax Act.

4. Pension benefit calculation at age 63, as at July 1, 2026

Calculation is determined by the Pension Sector and is a projected estimate at retirement as per the pension plan provisions.

5. Confirmation with the member

Form completed to confirm and communicate amounts to payroll.