



# **The Teachers' Pension Plan & Retirement Tips**

## **2013**

*Information from the Nova Scotia Teachers Union*



**W**hile every effort has been made to ensure the accuracy of this information, this booklet is not a legal document, nor does it confer any contractual or other right. All rights are governed by the applicable legislation or master documents.

**Please note:** This information pertains to a teacher retiring under the Nova Scotia Teachers' Pension Plan. NSTU members belonging to government pension plans may want to verify what information pertains to their pension plan.



# CONTENTS

Your Teachers' Pension Plan.....	5
Retirement Checklist.....	6
Plan Design .....	8
Contribution Rates.....	9
Integration at age 65 (TPP coordinated with CPP) .....	9
Benefits Available under the Teachers' Pension Plan .....	10
1. (a) Full Service Pension.....	10
(b) Reduced Service Pension.....	11
2. Disability Pension.....	12
3. Survivor's Pensions (Pensions Payable Upon Death) .....	13
4. Flexible Pension Option .....	14
5. Deferred Pension.....	15
6. Escalation / Indexing .....	15
Purchasing Years of Pensionable Service .....	17
Purchasing Pensionable Years of Service with RRSPs .....	18
Other Options .....	18
"So I'm Retiring..." .....	19
Odds and Sods .....	24
Retiring and Insurance.....	26
Optional Life Insurance .....	26
Provincial Master Life Policy.....	26
Retiree Life .....	27
Total Care Medical or Retired Teachers' Health Care Plan ..	28
Total Care Dental.....	29
Salary Continuation / Long Term Disability .....	29
Medoc® Travel Plan and Trip Cancellation.....	29
Automobile Insurance/Home Insurance .....	30

The Retired Teachers Organization	31
Membership .....	31
Membership Fees.....	31
Rights, Privileges and Responsibilities.....	31
Objects of the Retired Teachers Association .....	32
Local Branches .....	32
Annual Meeting.....	32
The Retired Teachers Foundation.....	32
Retirement Award and Taxes	33
Retirement Award (Service Award, Service Gratuity).....	33
Section 60 (j.1) Income Tax Act.....	33
RRSP Service Award Limit.....	34
Contacts	35
Teacher Pension Offices.....	37
Teachers Plus Credit Union.....	39
Substitutes .....	40
Appendix A	
Integration .....	41
Appendix B1	
Average salaries for teachers retiring in June 2012 .....	45
Appendix B2	
Community College Salary Scales: Faculty .....	47
Appendix B3	
Community College Salary Scales: Professional Support ...	48
Appendix C	
TPP Reduced Service Pension: The Reduction Factor .....	49
Appendix D	
Calculation of Effect of Early Retirement on CPP Amount...50	
Appendix E	
Direct Transfer of an Eligible Retiring Allowance .....	52
Appendix F:	
Early Retirement (From TPA, 2011).....	54

# YOUR TEACHER'S PENSION PLAN

---

---



# RETIREMENT CHECKLIST

---

---

- 1. Decide when you wish to retire.
  
- 2.
  - (a) Check with the Nova Scotia Pension Agency to ensure that you are indeed eligible for retirement on the date you have chosen to retire.
  
  - (b) Have the Nova Scotia Pension Agency provide you with an estimate of how much your pension will be, both before and after integration.
  
  - (c) Ask the Nova Scotia Pension Agency to send you an application form. (If leaving at the end of June, request this in January or February.)  
*NB. Always try to return your application at least three (3) months in advance of your retirement date. (eg. If retiring at the end of June, apply by April 1st if possible.)*
  
  - (d) Be sure to provide a copy of your birth certificate with your application and, if married, a copy of a marriage certificate or other evidence of relationship and copy of spouse's birth certificate.
  
- 3. Decide whether you are interested in the Early Retirement Incentive Plan (see Appendix A in the Teachers' Provincial Agreement or Appendix F in this booklet). You must apply to your School Board by no later than December 31st of the school year in which you plan to retire if leaving at end of school year.
  
- 4. Notify your school board by April 1st in writing of your intent to retire:
  - (a) specify the date that your resignation will be effective;

and



- 
- 
- (b) request that your Service Award/Retirement Award be transferred to an RRSP (see page 29) or give other instructions to the Board as to the payment of this Award. (Community College instructors must let the College know in writing at least six (6) weeks in advance of the effective date of the resignation.)
  
  - 5. If placing your Service Award/Retirement Award in an RRSP, it is important to make arrangements with a financial institution so as to advise the Nova Scotia Pension Agency. The bank, trust company, credit union, investment firm, etc. will then undertake the necessary steps so that the amount is deposited directly into an RRSP without going through your hands. (See page 33 and Appendix E.)
  
  - 6. You are able to use your Service Award/Retirement Award to purchase pension service.  
*Contact the Nova Scotia Pension Agency for the appropriate Canada Customs and Revenue Agency forms and the procedures to access the funds earlier.*
  
  - 7. If you have not been contacted by Johnson Inc. by at least one (1) month before your retirement date, call Johnson Inc. to make arrangements to continue your insurance benefits.
  
  - 8. Apply for your CPP by at least age 65 (can apply at age 60 for a reduced CPP) and apply for your OAS at least 6 months before age 65.
  
  - 9. *Enjoy your retirement!*

# PLAN DESIGN

---

---

Your Teachers' Pension Plan (TPP) is an integrated pension program. As such, both the contribution rates and service pension benefits of the Plan are structured to take into account the existence of the Canada Pension Plan (CPP).

- All teachers except retired teachers contribute to the Plan, regardless of whether they teach for a day, a month, a year.
- Teacher contributions are matched, dollar for dollar, by Government.
- Contributions are placed in a fund, the Teachers' Pension Fund. The custodian of the Fund is a joint, nine member Trustee Board, called the Teachers' Pension Plan Inc.
- Administration of the Teachers' Pension Plan is the responsibility of the Nova Scotia Pension Agency which works under the direction of the Teachers' Pension Plan Inc. Information can be obtained at [novascotiapension.ca](http://novascotiapension.ca) or the NSTU website, [www.nstu.ca](http://www.nstu.ca).
- The governance of the plan including changes to the Regulations is the responsibility of an eight member Board, called the Teachers' Pension Board.
- If a teacher receives a decision from the Nova Scotia Pension Agency which the teacher disputes, the matter may be appealed to the Appeals Committee. The appeal must be made within 90 days of the notification of the decision. The NSTU may be contacted for assistance.

# CONTRIBUTION RATES

---

---

As of January 1, 2013, the integrated contribution formula is as follows:

**A. TO THE TEACHERS' PLAN:**

- (1) On earnings to \$51,100. - 8.3%
- (2) On earnings in excess of \$51,100. - 9.9%

**B. TO THE CANADA PENSION PLAN (2013):**

4.95% of (\$51,100. - \$3,500.);  
which is 4.95% of \$47,600.  
Maximum contributions to CPP - \$2,356.20.

**Note:**

1. *The upper salary limit used to determine CPP contributions is called the Year's Maximum Pensionable Earnings.*
2. *The YMPE is indexed each year by Revenue Canada according to changes in Canadian wages.*

## INTEGRATION AT AGE 65 (TPP coordinated with CPP)

---

---

When a service pensioner under TPP becomes entitled by age (i.e. age 65) to receive benefits under CPP, his/her previous pension under TPP is recalculated and adjusted. In some instances, total income from the two pensions will be greater than the original from TPP. **However, if you opt for early CPP benefits, at age 65 the total of the TPP and the CPP may be less than the original TPP.** Upon integration, the teacher receives two (2) payments, one from TPP and one from CPP. (See Appendix A for example.)

# BENEFITS AVAILABLE UNDER THE TEACHERS' PENSION PLAN

---

---

- |                               |                                    |
|-------------------------------|------------------------------------|
| <b>1. SERVICE PENSIONS</b>    | <b>3. SURVIVOR'S PENSIONS</b>      |
| (A) FULL SERVICE PENSIONS     | <b>4. FLEXIBLE PENSION OPTIONS</b> |
| (B) REDUCED SERVICE PENSIONS  | <b>5. DEFERRED PENSION</b>         |
| <b>2. DISABILITY PENSIONS</b> | <b>6. ESCALATION / INDEXING</b>    |
- 

## **1. (a) FULL SERVICE PENSION**

### **Conditions**

Under TPP, a teacher is eligible to receive a full service pension with no reduction in any of the following retirement situations:

- A. When he/she has thirty-five (35) or more years of service regardless of age.
- B. When the teacher's age is at least fifty-five (55) and age plus service combined total at least eighty-five (85).
- C. When he/she has ten (10) or more years service and reaches age sixty (60).
- D. When he/she has two (2) or more years service and reaches age sixty-five (65).

### **Benefits**

A full service pension under TPP means the teacher is eligible for a pension based on two percent (2%) of salary for each year of pensionable service.

The salary used to determine pension is the average of the five (5) highest years of pensionable income. (See Appendix B)

The maximum full service pension is seventy percent (70%), and is attainable only if the teacher has thirty-five (35) or more years of pensionable service.

## **(b) REDUCED SERVICE PENSION**

### **Conditions**

- A.** Fifty (50) years of age with thirty (30) of more years of pensionable service two percent (2%) of salary for each year of pensionable service with pension reduced by five percent (5%) for each year or part thereof, calculated to three decimal places, by which
- (1) the teacher's age is less than 55,
- or*
- (2) the teacher's pensionable service is less than 35; whichever is less.
- B.** A teacher is eligible to retire on a reduced service pension when he/ she:
- (1) is at least fifty-five (55) years of age; and
  - (2) has twenty (20) or more years of pensionable service; and
  - (3) does not qualify for a full service pension.

### **Benefits**

A teacher retiring on a reduced service pension will receive pension based on two percent (2%) of salary for each year of pensionable service, **reduced** by:

- 4/10 of 1% for each of the first 24 months; and
- 3/10 of 1% for each of the next 36 months;

in respect of the number of months that would elapse between the date of retirement from teaching and the first day on which the teacher could retire and receive a pension not subject to any reduction. (See Appendix C)

### **C. Actuarial Based Pensions (Annuities)**

Teachers who have left teaching or will leave teaching prior to becoming eligible for a full or reduced pension, may apply for an actuarial based pension. The teacher must be at least fifty-five (55) years of age and have two (2) or more years of service but less than twenty (20) years of service.

All calculations of actuarial based pensions are performed by the Nova Scotia Pension Agency so teachers must contact that office for a quote.

## 2. DISABILITY PENSION

A teacher who qualifies for an unreduced pension is not eligible for a disability pension.

### A. Partial Disability Pension (TPP)

*Conditions:* A teacher under age sixty-five (65) with two (2) or more years of service is eligible to apply for a disability pension. In order to qualify, the teacher must provide medical evidence to prove that he/she can no longer teach.

*Benefits:* The pension is two percent (2%) of salary for each year of service, with the salary being the average of the five (5) highest years, and reduced by a minimum of seventeen percent (17%).

### B. Full Disability Pension (TPP)

*Conditions:* A teacher under the age of sixty-five (65) with two (2) or more years of service is entitled to apply for a disability pension. In order to qualify, the condition must be severe, likely to be prolonged, and prevents the teacher from engaging in remunerative employment.

*Benefits:* The pension is two percent (2%) of salary for each year of service, with the salary being the average of the five (5) highest years.

*Note:* The granting of a pension under A & B above is the decision of the Nova Scotia Pension Agency, based on medical evidence. Teachers must apply for disability pensions within two (2) years of the last day worked.

### C. Full Disability Pension (CPP)

*Eligibility:* You are eligible for a CPP disability pension if:

- you have contributed to CPP for four (4) of the last six (6) contributory years;
- you are under age sixty-five (65); and
- you are disabled. Disability must be severe, prolonged, and prevent you from engaging in any gainful employment.

*Benefits:* The maximum pension is \$14,554.80 per year (2013 amount).

- Note:*
1. *You may apply for this pension even though you are on paid sick leave from the school board or the Employer.*
  2. *CPP Disability pensions are NOT integrated. Disability benefits obtained under your teacher's plan are not reduced as a result of receiving a CPP disability pension. Teachers Disability Pension may be reduced at age 65 when receiving a CPP Regular Pension.*

### **3. SURVIVOR'S PENSIONS (PENSIONS PAYABLE UPON DEATH)**

#### **A. Spouses Pension (TPP)**

*Conditions:* Effective January, 1988, the deceased contributor must have been a pensioner or, at the time of death, have taught for two (2) or more years in the province.

*Benefits:* Effective January, 1988, the benefit is sixty percent (60%) for the spouse and ten percent (10%) for each dependent child under eighteen (18) years of age or, up to age twenty-five (25) if the child is in school or university. (N.B. Total benefit not to exceed 100% of original pension.) For teachers who retired prior to 1988, the spousal benefit is 50%.

*Note:* *Under CPP, the pension is determined by a rather complicated formula based on the age of the spouse. Call Canada Pension for details.*

#### **B. Survivor Pension Options**

Effective May 1, 2003, teachers at the time of retirement may choose to accept a slightly reduced lifetime pension in order to guarantee or enhance survivor's pension. The teacher may choose one or both of the following:

an 80% or 100% survivor pension

*or*

a guarantee period of 5, 10, or 15, years for which your pension will be paid.

The teacher will make their choice within three (3) months of their retirement. It will be part of the application process.

### **C. Orphan's Benefit (CPP)**

*Conditions:* There must be a minimum of three (3) years contribution to the Plan.

*Benefit:* The benefit is \$228.66 (2013) per month for each dependent child (\$2,743.92 annually).

### **D. Death Benefit (CPP)**

*Conditions:* Deceased must have contributed one-third (1/3) of the years since 1966, or since age eighteen (18). [minimum of three (3) years, maximum of ten (10) years]

*Benefit:* The maximum benefit is \$2,500.

## **4. Flexible Pension Option**

### **Part-Time Employment - Full-Time Service**

For the school years 2008–2014, teachers may elect to work part-time and make pension contributions to earn pension service equal to that earned in the previous school year. The maximum period that a teacher may participate in this arrangement is a total of two (2) years in a lifetime. The teacher must work at least 40% of the year and earn less money than in the year prior to entering this arrangement. The agreement to work less time must be arranged between the teacher and the employer.

***NOTE:** If a teacher takes a part year leave of absence and will be without pay for any part of that school year, the teacher must pay his/her own insurance premiums.*



## 5. Deferred Pension

A teacher with two (2) or more years of pensionable service and who has ceased to teach before becoming eligible for a pension may elect a deferred pension. The teacher would apply for one of the options previously described at the point in time when eligibility requirements are met.

## 6. Escalation/Indexing

- A. For the purposes of indexation, the increase is calculated using the average of the Consumer Price Index (CPI) for Canada for the 12 month period from October to November of the preceding years.
- B. Teachers in their first year of retirement receive an escalation prorated to the number of months they were actually retired in the preceding year.

Pensions have been indexed at various levels since 1972. The table below shows the applicable indexing paid for each year since 1993:

JANUARY 1, 1993	1.8%		JANUARY 1, 2000	0.6%
JANUARY 1, 1994	1.6%		JANUARY 1, 2001	1.5%
JANUARY 1, 1995	0%		JANUARY 1, 2002	2.0%
JANUARY 1, 1996	0.8%		JANUARY 1, 2003	0.6%
JANUARY 1, 1997	0.5%		JANUARY 1, 2004	2.2%
JANUARY 1, 1998	0.9%		JANUARY 1, 2005	0.7%
JANUARY 1, 1999	0%		JANUARY 1, 2006	1.3%

Date	CPI - 1%	New Rules
JULY 1, 2006	1%	1%
JULY 1, 2007	.5%	.7%
JULY 1, 2008	1.1%	1.0%
JULY 1, 2009	1.1%	0%
JULY 1, 2010	0%	0%
JULY 1, 2011	1.1%	0%
JULY 1, 2012	1.8%	0%
JULY 1, 2013	1.0%	0%

- B. Pensions will be indexed on July 1st of each year according to the following new rules:
- a. For those who retire prior to August 1, 2006, indexing will be calculated using CPI - 1% to a maximum of 6% unless the retired teacher elected before July 31, 2006 to adopt the new rules under (b) below.
  - b. For those teachers who retire after July 31, 2006, the following calculation of indexing shall apply:
    - i. If the funded level of the Plan, based on the previous December 31st Valuation, is below 90%, no indexing will be paid; or
    - ii. If the funded level of the Plan is between 90 and 100% funded, 50% of the CPI may be paid at the discretion of the Pension Trustee Board; or
    - iii. If the funded level of the Plan is over 100% funded, full CPI will be paid to the extent that it does not bring the Plan below 100% funded.

# PURCHASING YEARS OF PENSIONABLE SERVICE

---

---

Subject to certain conditions and Income Tax Regulations limits, a teacher may purchase the following service:

1. Absence from duty because of ill-health (no limit)
2. Absence from duty for study (limit 2 years)
3. Sabbatical or Educational Leave (limit 2 years)
- \* 4. Maternity (limit 85 days)
5. Absence from duty for parental leave (max. 175 days)
6. Absences due to lay-off (max. 2 years)
7. Adoption leave (max. 195 days)
8. Unpaid leave of absence
9. Compassionate Care Leave (40 days)

As of August 1, 2004, it has been possible to pay contribution while actually taking one of the leaves noted above. If you are contemplating taking a leave, this is the most economical way to obtain the pension credit. Also, leaves that are purchased within one year of the date that the leave ended can be purchased by paying the contributions that would have been paid, plus interest. Leaves purchased after this one year period are charged the actuarial cost. For full details, contact the Nova Scotia Pension Agency.

## **Portability/Transfer of Service**

1. Teaching service in other provinces of Canada is transferable to Nova Scotia:
  - (a) If pension funds are still in the other plan, an application to transfer should be sent to the pension plan of that province;
  - or,
  - (b) If pension funds have been withdrawn, some participating provinces may allow teachers to return contributions to their fund, then transfer to Nova Scotia.
2. There is currently no reciprocal pension transfer agreement in place between our Plan and the Federal Superannuation Plan.

3. Application forms for reciprocal transfer (interprovincial) are available from the Nova Scotia Pension Agency or on-line at [novascotiapension.ca](http://novascotiapension.ca)

## **\* Maternity**

As of August 1, 1993, pension contributions should be deducted automatically by the School Board during a teacher's maternity leave. Teachers who took their maternity leave(s) prior to this date must make application to purchase this service if they have not already done so.

## **Reinstating Past Service**

Teachers who left teaching in Nova Scotia and withdrew their contributions may reinstate this service. Contact the Nova Scotia Pension Agency for an estimate.

## **Purchasing Pensionable Years of Service with RRSPs**

RRSPs may be rolled directly into the Teachers' Pension Fund to purchase allowable years for pensionable service. A Revenue Canada form must be completed to qualify for such roll over, which is available from the Nova Scotia Pension Agency.

## **Other Options**

Service Awards can usually be rolled over to the Teachers' Pension Plan to purchase past service. Check the Teachers' Provincial Agreement, then contact the Nova Scotia Pension Agency.

# “SO I’M RETIRING...”

---

---

- Q. When should I submit my application for a service pension?**
- A. The formal application for a pension should be submitted at least three (3) months in advance of the actual retirement date.
- Q. Will I receive confirmation of my application?**
- A. YES. You will receive written confirmation of your application. If you have not received the confirmation within two (2) weeks from the date of mailing of the application, you should contact the Nova Scotia Pension Agency to avoid any possible delays.
- Q. Where do I obtain the application form?**
- A. The form should be requested from —  
Nova Scotia Pension Agency, 1949 Upper Water St.,  
Halifax, Nova Scotia B3J 3N3  
local: 424-5070 or toll-free: 1-800-774-5070  
or e-mail PensionsInfo@gov.ns.ca.
- Q. When will I receive my pension payments?**
- A. Pension payments are electronically transferred to your bank account approximately three (3) business days prior to the end of each month.
- Q. If I retire at the end of the school year, will I receive my first pension payment the end of July or August?**
- A. That depends on a number of items:
- 1) The time you applied. (Eligible teachers who resign as of the end of June are entitled to a July pension.)
  - 2) Whether or not all documents were submitted.
  - 3) The number of applications being processed.
- Under normal circumstances, you should receive your first pension payment the end of the month following eligibility if application was submitted at least 3 months in advance.

**Q. If I retire at some time during the school year, when will I receive my first pension payment?**

A. Unless the pension is a deferred pension, the first pension payment is normally payable at the end of the month following the month an eligible teacher ceased to be employed. The teacher, of course, should apply sufficiently early to allow for processing by the Nova Scotia Pension Agency.

**Q. What documents should I submit when applying for a teacher's pension?**

A. 1) The application form;  
2) Your birth certificate;  
3) If married, your marriage certificate and the spouse's birth certificate.

**Q. Are photocopies of the above documents acceptable?**

A. Yes, and if possible, photocopies should be submitted rather than the original documents.

**Q. On what salary is the pension calculated?**

A. A pension is calculated on the average of the five (5) highest years. The salary is annualized and you are advised that by substituting in the final years when working part time it will reduce the pension.

**Q. Is my pension increased each year to assist in offsetting the increase in the cost of living?**

A. Please see page 16.

**Q. Now that I'm on pension, can I teach?**

A. If you are on a disability pension, the answer is definitely NO!  
If you are on a service pension, the answer is YES!

**Q. Will teaching after retirement affect my pension?**

A. A pensioner, other than for disability, can teach up to and including 69 1/2 days without affecting the pension. The Teachers' Pension Regulations require a teacher to contact the Nova Scotia Pension Agency to have the pension stopped when the person exceeds the 69 1/2 days. A pension cannot be stopped after age 71.

**Q. What happens if I teach more than 69 1/2 days?**

A. In this case, your pension will cease to be paid. Because your insurance benefits are tied to receiving a Teacher's pension, you will end up paying the full costs of your medical plan and risk losing coverage under the life and dental plan. You should call the NSTU or Johnson Inc. to discuss this before going over 69.5 days.

**Q. If I teach, must I pay pension contributions?**

A. NO. You should advise the employer's payroll office that you are already in receipt of a teachers' pension.

**Q. Should pension contributions inadvertently be deducted while substituting, how should I obtain a refund?**

A. You should contact the School Board for which you substituted.

**Q. Must I apply for Canada Pension or is it automatic?**

A. You must apply. It is not automatic.

**Q. When do CPP benefits become available?**

A. As of January, 1987, CPP benefits are available as early as age 60. The **normal** amount of CPP is payable to those who wait until age 65 to receive the CPP pension. However, if you elect to receive CPP before age 65, your benefits will be less because you will be getting the benefits for a longer period of time.

Or if you choose not to start to collect CPP until after age 65 (up to age 70) your monthly CPP benefit will be greater.

For each month between the date you actually receive CPP and the month of your 65th birthday, the CPP benefit is adjusted by 0.54%.

In January, 2014 the amount is to be increased to 0.56%.

**NOTE:** *You no longer have to stop working starting in January 2012.*

**Q. Is my teachers' pension integrated with Canada Pension when I receive the Canada Pension or when I reach age 65?**

A. Your teachers' pension, is integrated with Canada Pension at age 65.

*Note: This is whether or not you apply for, or are receiving, Canada Pension.*

**Q. If I elect early CPP, say at age 60, will my CPP be integrated with or added to teacher's pension?**

A. Until age 65, CPP benefits will be additional to teacher's pension.

At age 65, regardless of when you have applied for CPP, your teachers' pension will be integrated.

**Q. When CPP becomes payable, do I then get two pension payments or one?**

A. You would then receive two pension payments; one from Teachers' Pension and one from Canada Pension.

**Q. Must I have my teachers' pension payment deposited directly to my bank or credit union account or can I receive it in the form of a cheque?**

A. All pension payments are now done by direct transfer to your bank or credit union account.

**Q. Can I have insurance premiums for NSTU insurance deducted from my teachers' pension payment?**

A. Yes, write and advise Johnson Incorporated, P.O. Box 9620, Halifax, Nova Scotia, B3K 5S4, if they have not contacted you by your retirement date.

**Q. Do I have to apply for my pension at a certain age?**

A. Yes, you have to apply for a pension and put the pension in to pay prior to your 71st birthday according to the Income Tax Act. You are not required to resign your position to receive your pension at age 71.



**Q. Do I contact the Nova Scotia Pension Agency for Canada Pension information?**

A. No. Canada Pension inquiries must be made to:

*Mailing Address:* Canada Pension Plan Office  
P.O. Box 1687, Stn. M  
Halifax, N.S. B3J 3J4

*In Halifax, visit:* Halifax Shopping Centre, 2nd Floor  
7001 Mumford Road  
Halifax, N.S.

*...or in Antigonish* Canada Employment Centre  
325 Main Street, 2nd Floor  
Antigonish, N.S. B2G 2M5

*...or in Sydney* Canada Employment Centre  
Main Floor, 136 Charlotte St.  
Sydney, N.S. B1P 5Z1

*Toll Free Telephone:* 1-800-277-9914  
1-800-277-9915 (French)

**Q. When should a teacher contact the Canada Pension Office?**

A. Contact should be made about four (4) months prior to the date you expect to receive CPP, but not sooner than six (6) months.

# ODDS & SODS

---

---

- Q. As a retired teacher, do I pay Union dues?**  
A. Not unless you substitute or work under term contract for less than 70 days.
- Q. As a retired member of the NSTU, can I participate in the Teachers Plus Credit Union?**  
A. Yes, refer to section on the Teachers Plus Credit Union.
- Q. As a retired teacher, can I participate in the NSTU Group Insurance Program?**  
A. Yes, refer to section on Retiring and Insurance.
- Q. If I travel out of the province, should I carry any additional insurance?**  
A. Out of province travel was deleted from the NSTU Group Insurance Plan, effective August 1, 1994.
- Medical Service Insurance (MSI) only pays for physician services in the case of an emergency; and
  - The Nova Scotia Department of Health only provides coverage for ward room accommodations, to residents of Nova Scotia.

It is strongly recommended to carry additional insurance.

---

---

**Q. What happens if I travel out of the country?**

- A. The government payments are made in Canadian Funds, based on the Nova Scotia Fee Schedule. The remaining balance and difference in exchange rate can be substantial and is **YOUR RESPONSIBILITY**.

If you are planning to travel outside of Nova Scotia or Canada, we recommend you purchase the MEDOC® Travel Plan. It is easy to enroll! You can also purchase Trip Cancellation if you purchase the Medoc® Travel Plan. Just call Johnson Incorporated at 453-9543 or toll-free 1-800-453-9543 for further information.

**Q. When do people receive Old Age Security (OAS)?**

- A. At age 65. You must apply. If your total income exceeds \$70,954, a portion of the OAS will be clawed back. Effective July 1, 1996, the government will begin holding back a portion of the OAS at source when income exceeds the above amount. As of July 1, 2013, OAS was set at \$549.89 per month (\$6,598.68 annually). OAS is adjusted quarterly to changes in the Consumer Price Index.

# RETIRING & INSURANCE

---

*So you're retiring! Congratulations!*

*Have you taken care of all your insurance options?*

## OPTIONAL LIFE INSURANCE

### **Underwritten by Manulife Financial**

If a member retires on a Nova Scotia Teachers' Pension under age 65, upon written notification of retirement within 31 days, the insurance remains in effect at the same coverage and premium but cancels at age 65. The monthly premium is deducted from the teacher's pension.

**Conversion** - Providing application is made within 31 days of you ceasing to be a member, your insurance may be converted, without medical evidence, to a nonconvertible term plan maturing at age 65 or 70; or a non-renewable 1-year convertible term plan (provided the member is under age 65); or any permanent plan issued by Manulife Financial at the date of conversion.

## PROVINCIAL MASTER LIFE POLICY

### **Underwritten by Manulife Financial**

#### **Public School Teachers**

If a member retires on a Nova Scotia Teachers' Pension under age 65 after August 1, 2000 and gives written notification of retirement within 31 days, they can request to continue coverage of \$50,000 Life and \$50,000 Accidental Death and Dismemberment at the same coverage and premium to age 65. The monthly premium is deducted from the teachers' pension.

## APSEA

If a member retires on a Nova Scotia Teachers' Pension under age 65 after July 31, 2003 and gives written notification of retirement within 31 days, they can request to continue coverage of \$50,000 Life and \$50,000 Accidental Death and Dismemberment at the same coverage and premium to age 65. The monthly premium is deducted from the teachers' pension.

## Community College

If a member retires on a Nova Scotia Teachers' Pension under age 65 after March 31, 2004 and gives written notification of retirement within 31 days, they can request to continue coverage of \$50,000 Life and \$50,000 Accidental Death and Dismemberment at the same coverage and premium to age 65. The monthly premium is deducted from the teachers' pension.

Your notice should be sent to Johnson Inc., Box 9620, Halifax, Nova Scotia, B3K 5S4.

At age 65, the policy cancels. (*See Retiree Life*)

**Conversion Option** - You may convert the policy at age 65, or when you retire, and have coverage continue under an Ordinary Life Plan, One Year Term Plan, or a Term-to-age-65-Plan. This conversion is at standard rates and does not require evidence of insurability providing application is made within 31 days of you ceasing to be a member.

## RETIREE LIFE

If you retire after age 65, or when you reach age 65, you will automatically be given the option of purchasing Retiree Life insurance. **Effective August 1, 2009 the coverage is in the amount of \$10,000. Prior to this date, the coverage was \$3,000 and members were able to opt for the \$10,000 coverage.** In order to be eligible for retiree life insurance, you must have been insured under the Provincial Master Life Insurance Policy immediately prior to age 65.

## **RETIREMENT**

If you retire on Nova Scotia Teachers' Pension prior to age 75, your insurance remains in force at the same premium rates, limitations and coverage up to age 70.

Retirees age 70 to 74 inclusive will have the same rates, limitations and coverages as retirees under age 69, except for the following; the maximum amount of Principal Sum available is \$100,000 and there is no coverage for Permanent Total Disability, Home-Maker Weekly Indemnity, and Hospital Indemnity.

Coverage ceases the end of the month of your 75th birthday.

The monthly premium is 100% paid by the member and is deducted from your Nova Scotia Teachers' Pension cheque.

**This change was effective April 1, 1998.**

## **CONVERSION PROVISION**

You may convert to an individual plan of insurance, similar to this plan, subject to the terms and conditions of the Company's individual program and the rates will be those in effect at the time of conversion. This conversion must take place within 90 days of termination of coverage under the group policy.

## **TOTAL CARE MEDICAL OR RETIRED TEACHERS' HEALTH CARE PLAN Underwritten by Atlantic Blue Cross Care**

The premium charge is paid by the Province of Nova Scotia by contractual arrangement with the Nova Scotia Teachers Union.

The Health Plan for Retired Teachers is divided into two categories:

**1) Retirement under age 65:**

Teachers who retire on a Nova Scotia Teachers' Pension prior to age 65 will be permitted to continue membership in the Total Care Medical Plan with the same benefits. At age 65, the teacher will be eligible to transfer to the Retired Teachers' Health Care Plan. A brochure giving the details of the plan is available from Johnson Inc., Box 9620, Halifax, N.S. B3K 5S4.

2) **Retirement at or after age 65 or when the retired member attains the age of 65:**

A member who retires at or after age 65, or when the retired member attains the age of 65, is eligible for enrolment in the Retired Teachers' Health Care Plan.

**Eligibility:**

- a) A retired teacher must enroll in the plan within 60 days of retirement, or within 60 days of receipt of first pension cheque, or age 65 if retired and holding a Total Care policy.
- b) If at the time of retirement, the teacher is insured under the spouse's plan, the 60 day time limit shall apply from the date the individual is no longer eligible for membership under the spouse's plan, except when the spouse's plan is cancelled by individual choice.

## **TOTAL CARE DENTAL**

Coverage is available to Retired Members in receipt of a Nova Scotia Teachers' Pension, providing the member was insured under the dental plan up to the date of retirement. The premium is deducted from your teachers' pension cheque.

## **SALARY CONTINUATION / LONG TERM DISABILITY Underwritten by Manulife Financial**

Coverage cancels the end of the month following the last month in which salary is received.

## **MEDOC® TRAVEL PLAN AND TRIP CANCELLATION**

The Medoc® travel plan and trip cancellation continues after retirement with premiums deducted from your teachers' pension cheque.

## **AUTOMOBILE INSURANCE/HOME INSURANCE**

### **Underwritten by Unifund Assurance**

If you were insured under either or both of these plans prior to retirement, coverage would continue with the deduction from your pension.

If you are not presently insured, you may request a quotation for coverage by contacting Johnson Incorporated at 453-1010 or Toll Free 1-800-588-3885.

The NSTU Group Insurance Plan is administered for the Nova Scotia Teachers Union by:

JOHNSON INC.	<i>Office located at:</i>	84 Chain Lake Drive
P.O. Box 9620		Suite 200
Halifax, N.S. B3K 5S4		Halifax, Nova Scotia



# THE RETIRED TEACHERS ORGANIZATION

---

---

## MEMBERSHIP

The Retired Teachers Organization of the NSTU has three categories of membership. Eligibility requirements are:

- Active** If a person is in receipt of a pension pursuant to the Nova Scotia Teachers' Pension Act, and if a person was a member of the NSTU at the time of retirement or was an employee of the NSTU at the time of retirement.
- Affiliate** If a person is in receipt of a pension from outside Nova Scotia.
- Associate** A teacher who has resigned from teaching with 10 years teaching experience, subject to the approval of the RTO Executive.

## MEMBERSHIP FEES

Effective 1995, membership fees will be deducted from the September pension payment subject to prior authorization by the retiree. If joining initially, send name, full address and fee made payable to:

**Retired Teachers Organization**  
3106 Joseph Howe Drive  
Halifax, Nova Scotia B3L 4L7

## RIGHTS, PRIVILEGES & RESPONSIBILITIES

- (a) to active members, the full rights, privileges and responsibilities of membership;
- (b) to affiliate members, the full rights, privileges and responsibilities of membership except the right to hold provincial office in the association.
- (c) to associate members, the full rights, privileges and responsibilities of membership except in matters of voting and holding office.

## **OBJECTS OF THE RETIRED TEACHERS ORGANIZATION**

- (a) To maintain and increase professional and social contacts.
- (b) To keep informed on subjects of education development.
- (c) To maintain a liaison with the Nova Scotia Teachers Union.
- (d) To furnish recommendations and advice to the Provincial Executive and other committees of the NSTU on matters affecting the welfare of retired teachers.

The RTO has representation on the NSTU Pension Committee.

A representative of RTO attends Annual Council of the NSTU as an Associate Delegate and may speak on any motion with the permission of the Chair, but may not vote.

## **LOCAL BRANCHES**

There are Local Branches of the RTO in 19 areas of the Province: Annapolis, Antigonish, AER – Baie Sainte-Marie, Cumberland, Colchester-East Hants, Glace Bay & Area, Dartmouth, Halifax County, Halifax City (CPX), Halifax City, Inverness, Kings, Lunenburg, New Waterford, Northside-Victoria, Pictou, Queens, Richmond, Shelburne, Sydney and area, West Hants , Yarmouth/Argyle and Digby.

*N.B. Must be a member of the Provincial RTO in order to take membership in a local branch.*

## **ANNUAL MEETING**

The Annual Meeting and Dinner of the RTO is held each year in late May or early June.

## **THE RETIRED TEACHERS FOUNDATION**

The RTO have formed a society called the Retired Teachers Foundation. Among the many objects of the Foundation are the following:

- (a) To create and operate a fund exclusively for the benefit of sick and/or challenged children in the Province of Nova Scotia.
- (b) To honour the life and work of former teachers in the province of Nova Scotia.

# RETIREMENT AWARD AND TAXES

---

---

If you are retiring at the end of the school year, or in the near future, here are a few things to think about.

## **RETIREMENT AWARD** (*Service Award, Service Gratuity*)

1. Most school boards in Nova Scotia give a retirement award to teachers in recognition of service to the Board. If you are in doubt, check your Provincial Agreement.
2. Retirement Awards are considered income by Revenue Canada. Consequently, any money received in this way is subject to taxation.
3. Probably the best way to get a tax break on a retirement award is to use the Registered Retirement Savings Plan roll-over provision. This provision allows an individual to have his/her retirement award deposited directly into his/her RRSP account, free of taxation. This is known as a roll-over. Taxes are paid the year in which it is removed from the RRSP. Under the roll-over provision, the amount is not subject to the dollar limitation placed on regular RRSP deposits. It is important for the individual not to receive the cheque, it should be rolled-over directly to the RRSP.

## **SECTION 60 (j.1) INCOME TAX ACT**

This section allows individuals to transfer service awards/retirement allowances/severance pay directly into a registered pension plan (RPP) or registered retirement savings plan (RRSP) without attracting income tax (Must file a TD2 or replacement form with the Nova Scotia Pension Agency — See Appendix E). This is in addition to normal RRSP limits.

## RRSP SERVICE AWARD LIMIT

\$2,000.00 X each year of employment with the employer (or related employer) who pays the award for service prior to January 1, 1996;

### *PLUS*

\$1,500.00 X each year of employment before 1989 while not a pension plan contributor.

No additional credits can be accrued after January 1, 1996.

### *HOWEVER*

*One can still roll over service awards after January 1, 1996 up to the amount of credit earned prior to 1996.*

### EXAMPLE:

*Assume:*

Teacher retired in June, 2012

Service at that time = 33 years

Years of rollover credit = 1979-1995 = 16 years

1996-2012 = no credit

TOTAL CREDIT YEARS = 16

*RPP and/or RRSP Limit*

16 years X \$2,000 = \$32,000

As long as service award does not exceed \$32,000, total may still be rolled over.

\*\* You may also use any unused RRSP room from your employment

# CONTACTS

---

---

## ***Nova Scotia Pension Agency***

1949 Upper Water St.,  
Halifax, N.S. B3J 3N3  
Phone: 424-5070 Local  
Toll Free: 1-800-774-5070  
Fax: 902-424-0662  
pensionsinfo@gov.ns.ca  
novascotiapension.ca

## ***Nova Scotia Teachers Union***

Joan Ling, Coordinator, Pension Services, or  
Allan MacLean, Staff Officer  
Phone: 477-5621 Local Toll Free: 1-800-565-6788  
E-mail: pension@nstu.ca

## ***Insurance***

Johnson Inc.  
P.O. Box 9620  
Halifax, N.S. B3K 5S4  
Phone: 453-9543 Local  
Toll Free: 1-800-453-9543

## ***Retired Teachers Organization***

Bruce Kelloway, Nova Scotia Teachers Union  
3106 Joseph Howe Drive  
Halifax, N.S. B3L 4L7  
Phone: 477-5621 Local Toll Free: 1-800-565-6788

## ***Teachers PLUS Credit Union***

Steve Richard  
Acting Manager, Teachers *Plus* Credit Union  
36 Brookshire Court  
Bedford, N.S. B4A 4E9  
Phone: 477-5664 Local Toll Free: 1-800-565-3103  
www.teachersplus.ca

---

---

## ***Employment Insurance***

Human Resources Development Canada

### ***Canada Pension***

*Mailing Address:* Canada Pension Plan Office  
P.O. Box 1687, Stn. M  
Halifax, N.S. B3J 3J4

*In Halifax, visit:* Halifax Shopping Centre, 2nd Floor  
7001 Mumford Road  
Halifax, N.S.

*...or in Antigonish* Canada Employment Centre  
325 Main Street, 2nd Floor  
Antigonish, N.S. B2G 2M5

*...or in Sydney* Canada Employment Centre  
Main Floor, 136 Charlotte St.  
Sydney, N.S. B1P 5Z1

*Toll Free Telephone:* 1-800-277-9914  
1-800-277-9915 (*French*)

## TEACHER PENSION OFFICES

<i>Province</i>	<i>Address</i>	<i>Telephone No.</i>
AB	Board of Administrators of the Teachers' Retirement Fund 11010 - 142 Street, Edmonton, Alberta T5N 2R1  <a href="http://www.teachers.ab.ca/services/pensions.html">www.teachers.ab.ca/services/pensions.html</a>	780-451-4166
BC	British Columbia Pension Corp. Box 9465, Stn. Provincial Government Victoria, British Columbia V8V 9W8  <a href="http://www.pensionsbc.ca">www.pensionsbc.ca</a>	604-387-1002
MB	The Teachers' Retirement Allowances Fund Board 115 - 1200 Portage Avenue Winnipeg, MB R3G 0T5  <a href="http://www.atrf.com/">www.atrf.com/</a>	204-945-6199
NB	Director of Pensions Department of Finance P.O. Box 6000 Fredericton, New Brunswick E3B 5H1  <a href="http://www.gnb.ca/0163/pension">www.gnb.ca/0163/pension</a>	506-453-2296
NF	Manager of Teachers' Pensions Department of Finance Province of Newfoundland P.O. Box 8700 St. John's, Newfoundland A1B 4J6  <a href="http://www.gov.nf.ca/fin/">www.gov.nf.ca/fin/</a>	709-726-5198

NT	Box 2340, 5018 48th Street Yellowknife NT Canada X1A 2P7	867-873-8501
NS	Nova Scotia Pension Agency 1949 Upper Water Street, Suite 400 Halifax, Nova Scotia B3J 3N3  novascotiapension.ca	902-424-5070
ON	Teachers' Pension Plan Board 5650 Yonge Street, Suite 400 North York, Ontario M2R 4H5  www.otpp.com	416-226-2700
PE	The Teachers' Superannuation Commission Department of Education, P.O. Box 2000 Charlottetown, PEI C1A 7N8  www.peitf.com/pension.htm	902-368-4651
PQ	Pension Commission 2875 Laurier Boulevard Ste. Foy, Quebec G1V 4J8  www.carra.gouv.qc.ca	418-643-4881
SK	The Teachers' Superannuation Commission 1914 Hamilton Street, 4th Floor Regina, Saskatchewan S4P 4V4  www.stsc.gov.sk.ca	306-787-6440
YK	Teachers' Association 2064 2nd Ave. Whitehorse, Yukon Y1A 1A9	867-668-6777





# CREDIT UNION

## TEACHERS *PLUS*

### We invite you...

---

We invite you to join Teachers *Plus* Credit Union with more than 6,000 members.

We offer many of the same services as Banks and Trust Companies. Some of the services we offer are as follows:

- Term Deposits
- Telpay Bill Payment
- Personal Loans
- Lines of Credit
- Mortgages
- Student Loans
- Travellers' Cheques
- Chequing Accounts
- Money Orders (Cdn. & U.S.)
- RRSPs, RRIFFs, RESPs
- Automatic Payments
- Mutual Funds
- Direct Deposit - Automatic Deductions
- Financial Counselling
- Payroll Deduction
- Joint Membership
- MasterCard Global Payment Card
- MasterCard Credit Card

However, even though we offer the same services as other Credit Agencies, a Credit Union is the only financial institution which adapts itself so thoroughly to the needs and problems of its members.

Service is a guaranteed commodity. We are proud that this Credit Union was built on service and understanding.

We invite you to become an owner/member of a successful enterprise!

**Teachers *Plus* Credit Union**

# SUBSTITUTES

---

---

## **SOME POINTS TO KEEP IN MIND:**

1. As noted previously, teachers who retire on a service pension may substitute for up to 69 1/2 days without negatively affecting their pensions. If a retired teacher chooses to substitute for more than 69 1/2 days, his/her pension will cease to be paid. Please contact the NSTU or Johnson Inc. to discuss the implications for insurance coverage.
2. Retired teachers who substitute will not make contributions to the Teachers' Pension Plan. If contributions are inadvertently taken from substitute pay, the retired teacher should contact the School Board for which they substituted to arrange for a refund.

# APPENDIX A

---

---

# INTEGRATION



Note: This form is not in current use by the Nova Scotia Pension Agency; calculations are performed automatically by computer. However, this will serve to illustrate the process used in arriving at the final calculation.

PENSION TO Prior to Jan. 1, 1966	SERVICE YEARS 13,000	COUNT YEARS 22,000	AFTER AGE 70 SERVICE COUNT 35,000	TOTAL SERVICE YEARS	TOTAL COUNT YEARS MAXIMUM 35
--	-------------------------	-----------------------	---	---------------------	---------------------------------

**TC6 - MAX** [A] CALCULATION OF PENSION [Sections 21 (2), 21(4a) AND 21 (4b)]

Section 21 (2) (4b)  
 (a) Sum of age and service years = 99,907  
 minimum 65

Section 21 (4a)  
 (a) Sum of age minimum 65 and service years minimum 10 = \_\_\_\_\_

Section 21 (4b)  
 (a) Sum of age minimum 65 and service years minimum 10 = \_\_\_\_\_

Section 21 (2)  Section 21 (4a)  Section 21 (4b)  
 (b) Average salary 51,698.00 x 35,000  
 50 count years = \$ 361,888.60

(c) Minimum pension (Section 22 Teachers' Pension Act) = \$ \_\_\_\_\_

(d) Escalated pension (+ % compounded) = \$ \_\_\_\_\_

MONTHLY \$ 3015.72

**PART II B CALCULATION OF AMOUNT OF PENSION PAYABLE FROM DATE OF ENTITLEMENT BY AGE TO A CANADA PENSION**

Contributory Salaries under Canada Pension Plan		AGE	DAY	MON	YEAR
YEAR	Percent of Year	65			
1995-96	1.00	AVERAGE SALARY		X	13,000
94-95	1.00	AVERAGE SALARY		X	22,000
93-94	1.00	AVERAGE SALARY		X	9,606.56
TOTALS		AVERAGE			
\$253,489.88		51,698.00			

YEAR	Percent of Year	AMOUNT within YMPE	AMOUNT in excess of YMPE
1995-96	1.00	\$35,311.80	\$16,571.20
94-95	1.00	34,270.00	17,951.84
93-94	1.00	33,980.00	19,509.02

- CALCULATION OF SERVICE YEARS EFFECTIVE FOR ONE OF THE FOLLOWING, I.E. WHEN**
- All service is prior to January 1, 1966
  - 35 or more service years were prior to January 1, 1966
  - Entitled to minimum pension (Section 22)
  - Age 70 reached prior to January 1, 1966
  - A member of a religious order
  - Until becoming entitled, by age, to a Canada Pension

**SALARIES - FIVE HIGHEST YEARS**

School Year	Days Taught and Claimed	Percent of year	AMOUNT
1995-96	195	1.00	\$ 51,883.00
94-95	195	1.00	52,231.84
93-94	195	1.00	53,489.02
92-93	195	1.00	50,448.06
91-92	195	1.00	50,448.06
TOTALS			5.00
\$253,489.88		AVERAGE	51,698.00

92-93	1.00	32,896.00	17,562.06
91-92	1.00	31,489.00	18,959.06
SCHOOL TOTALS		\$	\$
CPP TOTAL \$		\$ 167,946.80	\$ 90,543.18
AVERAGE		\$ 33,589.36	\$ 18,108.64

**NOTES:**

- (c) 2% of \$ 18,108.64 X 22.000 SERVICE YEARS AS IN (b) = \$ 7,967.80
- (d) 2% of \$ AVERAGE SALARY X SERVICE YRS AFTER AGE 70 MAXIMUM: 35 - No. in (e) and (b) = \$ \_\_\_\_\_
- (e) Total of (a) to (d) inclusive = \$ 31,015.84
- (f) 2.5% of \$ 33,589.36 X 22.000 CPP YEARS WITHIN YMPE MAXIMUM: 10 = \$ 18,174.15
- (g) Total of (e) and (f) = \$ 49,189.99
- (h) Total forward from (e) above  = \$ 31,015.84
- (i) Amount, if any, by which (g) is less than A = \$ \_\_\_\_\_
- (j) Amount of pension payable under Part II, Teachers Pension Act = \$ 31,015.84
- (k) Escalated pension (+ \_\_\_\_\_ % compounded) = \$ 31,015.84
- (l) Amount of pension \_\_\_\_\_ = \$ \_\_\_\_\_

MONTHLY = \$ \_\_\_\_\_ 2,584.65

**YMPE=YEAR'S MAXIMUM PENSIONABLE EARNINGS**

COMPUTED BY \_\_\_\_\_ DATE \_\_\_\_\_ CHECKED BY \_\_\_\_\_

APPROVAL (Section 2(6) The Teachers' Pension Act) By Nova Scotia Teachers' Pension Commission



# APPENDIX B1

Average salaries for teachers retiring in June 2014

## VTPA MAXIMUM

<i>Year</i>	
2009-2010	51,862.00
2010-2011	52,381.00
2011-2012	52,904.00
2012-2013	53,962.00
2013-2014	55,311.00
<b>Total</b>	<b>266,420.00</b>
<b>Average</b>	<b>53,284.00</b>

## TCM. TC1 TC2 MAXIMUM

<i>Year</i>	
2009-2010	42,713.00
2010-2011	43,140.00
2011-2012	43,572.00
2012-2013	44,443.00
2013-2014	45,555.00
<b>Total</b>	<b>219,423.00</b>
<b>Average</b>	<b>43,884.60</b>

## TC3 MAXIMUM

<i>Year</i>	
2009-2010	46,427.00
2010-2011	46,891.00
2011-2012	47,360.00
2012-2013	48,307.00
2013-2014	49,515.00
<b>Total</b>	<b>238,500.00</b>
<b>Average</b>	<b>47,700.00</b>

## VTC1 TC 4 MAXIMUM

<i>Year</i>	
2009-2010	53,839.00
2010-2011	54,377.00
2011-2012	54,921.00
2012-2013	56,019.00
2013-2014	57,420.00
<b>Total</b>	<b>276,576.00</b>
<b>Average</b>	<b>55,315.20</b>

---

---

**VTC III  
TC 5 MAXIMUM**

<i>Year</i>	
2009-2010	67,186.00
2010-2011	67,858.00
2011-2012	68,536.00
2012-2013	69,907.00
2013-2014	71,654.00
<b>Total</b>	<b>345,141.00</b>
<b>Average</b>	<b>69,028.20</b>

**VTC III  
TC 6 MAXIMUM**

<i>Year</i>	
2009-2010	74,951.00
2010-2011	75,701.00
2011-2012	76,458.00
2012-2013	77,987.00
2013-2014	79,937.00
<b>Total</b>	<b>385,034.00</b>
<b>Average</b>	<b>77,066.80</b>

**VTC IV  
TC 7 MAXIMUM**

<i>Year</i>	
2009-2010	79,599.00
2010-2011	80,395.00
2011-2012	81,199.00
2012-2013	82,823.00
2013-2014	84,894.00
<b>Total</b>	<b>408,910.00</b>
<b>Average</b>	<b>81,782.00</b>

**TC 8  
MAXIMUM**

<i>Year</i>	
2009-2010	84,101.00
2010-2011	84,850.00
2011-2012	85,699.00
2012-2013	87,413.00
2013-2014	89,598.00
<b>Total</b>	<b>431,651.00</b>
<b>Average</b>	<b>86,330.20</b>



# APPENDIX B2

---

---

## Community College Salary Scales: Faculty

---

Average salaries for members retiring in June 2014

<b>FACULTY STEP 12</b>	
<i>Year</i>	
2009-2010	78,248.00
2010-2011	79,031.00
2011-2012	80,612.00
2012-2013	82,627.00
2013-2014	85,106.00
<b>Total</b>	<b>405,624.00</b>
<b>Average</b>	<b>81,124.80</b>

# APPENDIX B3

## Community College Salary Scales: Professional Support

### Section A3 (i): Professional Support Salary Grid - Full-time Employees

Bi-weekly and annual salary rates effective 1 September 2013, after 3.0% increase over previous rates. (Annual salary rate = Bi-weekly rate x 26).

STEP	PS 1	PS 2	PS 3	PS 4	PS 5	PS 6
Step 1	1,834.65	1,972.71	2,098.62	2,256.59	2,345.74	2,456.27
	47,700.88	51,290.34	54,564.17	58,671.28	60,989.35	63,862.94
Step 2	1,891.37	2,033.75	2,163.55	2,326.37	2,418.29	2,530.95
	49,175.55	52,877.39	56,252.21	60,485.59	62,875.62	65,804.76
Step 3	1,949.88	2,096.63	2,230.46	2,398.33	2,493.08	2,610.54
	50,696.94	54,512.40	57,992.03	62,356.71	64,819.96	67,874.11
Step 4	2,010.15	2,161.46	2,299.47	2,472.53	2,570.19	2,691.30
	52,263.78	56,197.93	59,786.13	64,285.90	66,824.91	69,973.75
Step 5	2,072.35	2,228.33	2,370.56	2,548.97	2,649.68	2,774.53
	53,881.12	57,936.47	61,634.52	66,273.18	68,891.73	72,137.78
Step 6	2,136.45	2,297.23	2,443.88	2,627.83	2,731.60	2,860.34
	55,547.71	59,728.05	63,540.99	68,323.58	71,021.67	74,368.72
Step 7	2,202.49	2,368.28	2,519.44	2,709.07	2,816.10	2,948.81
	57,264.79	61,575.18	65,505.54	70,435.84	73,218.53	76,669.11
Step 8	2,270.62	2,441.55	2,597.38	2,792.89	2,903.21	3,040.01
	59,036.16	63,480.39	67,531.95	72,615.03	75,483.57	79,040.21
Step 9	2,340.84	2,517.06	2,677.70	2,879.27	2,993.00	3,134.02
	60,861.83	65,443.67	69,620.23	74,861.13	77,818.05	81,484.53
Step 10	2,413.24	2,594.91	2,760.54	2,968.33	3,085.56	3,230.95
	62,744.31	67,467.56	71,774.16	77,176.66	80,224.49	84,004.60
Step 11	2,487.88	2,675.13	2,845.91	3,060.11	3,180.98	3,330.88
	64,684.87	69,553.31	73,993.75	79,562.91	82,705.43	86,602.96
Step 12	2,564.85	2,757.87	2,933.90	3,154.76	3,279.36	3,433.88
	66,686.03	71,704.72	76,281.51	82,023.64	85,263.38	89,280.85

# APPENDIX C

---



---

## TPP REDUCED SERVICE PENSION THE REDUCTION FACTOR

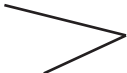
Step 1: Assume for the present that your retirement month and your month of birth are the same.

### Complete Years of Service

AGE	29	28	27	26	25	24	23	22	21	20
55	4.8	9.6	13.2	16.8	20.4	20.4	20.4	20.4	20.4	20.4
56		4.8	9.6	13.2	16.8	16.8	16.8	16.8	16.8	16.8
57			4.8	9.6	13.2	13.2	13.2	13.2	13.2	13.2
58				4.8	9.6	9.6	9.6	9.6	9.6	9.6
59					4.8	4.8	4.8	4.8	4.8	4.8

---

Step 2: For each month your birth month occurs before the retirement month, subtract 0.4.

e.g.    Age 58 years     9.6  
           Service 24 years

          Birth month April and  
           retirement June subtract  $\frac{0.8}{8.8}$

# APPENDIX D

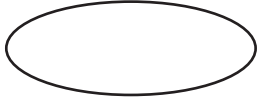
---


---

## CALCULATION OF EFFECT OF EARLY RETIREMENT ON CPP AMOUNT

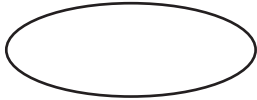
### Retirement before age 65

- Many teachers plan to retire before age 65 and this could have a detrimental effect on CPP Retirement Pension.
- A rough calculation of this effect can be made as follows:

1. Calculate the number of months from January 1966 up to and including the month of your 65th birthday or age at benefit start date (as early as 60th birthday).  **1**

2. Calculate the number of months from January 1966 up to the end of the year in which you are going to retire.  **2**

3. Subtract no. 2 from no. 1.  **3**

4. Calculate 15% of no. 1.  
• If the answer in oval 3 is less than the answer in oval 4, then your date of early retirement will not affect your CPP Retirement Pension.  **4**

- If 3 is greater than 4, then do the following calculation:

$$\frac{\text{Oval 2}}{\text{Oval 1} - \text{Oval 4}} = \boxed{\phantom{00}} \times 100 = \text{-----}\%$$

- This answer reflects roughly the percentage of a retirement pension you may expect due to early retirement.
- Oval 4 shows roughly how many months before age 65 you can retire without penalty.

The amount below assumes that a person was earning the maximum pensionable earnings for each year since 1966.

**These are as follows:**

1966 - 5,000	1982 - 16,500	1998 - 36,900
1967 - 5,000	1983 - 18,500	1999 - 37,400
1968 - 5,100	1984 - 20,800	2000 - 37,600
1969 - 5,200	1985 - 23,400	2001 - 38,300
1970 - 5,300	1986 - 25,800	2002 - 39,100
1971 - 5,400	1987 - 25,900	2003 - 39,900
1972 - 5,500	1988 - 26,500	2004 - 40,500
1973 - 5,600	1989 - 27,700	2005 - 41,100
1974 - 6,600	1990 - 28,900	2006 - 42,100
1975 - 7,400	1991 - 30,500	2007 - 43,700
1976 - 8,300	1992 - 32,200	2008 - 44,900
1977 - 9,300	1993 - 33,400	2009 - 46,300
1978 - 10,400	1994 - 34,400	2010 - 47,200
1979 - 11,700	1995 - 34,900	2011 - 48,300
1980 - 13,100	1996 - 35,400	2012 - 50,100
1981 - 14,700	1997 - 35,800	2013 - 51,100

- IF YOU WORK TO AGE 65 and your earnings since January 1966 have always exceeded the amounts noted above, you will receive the maximum retirement pension. You lose 0.5% for every month under 65 for a total of 30% if you take your pension at 60 years of age.\* Beginning in January 2012 there will be an increase in the amount you lose each year for the next five years.
- If your earnings in any given year were less than the figures shown above, then your pension may be less than the maximum.

# APPENDIX E

---

---

## **SAMPLE ONLY – ACTUAL FORM PROVIDED BY NOVA SCOTIA PENSION AGENCY (1-800-774-5070 OR LOCAL 424-5070)**

### **DIRECT TRANSFER OF AN ELIGIBLE RETIRING ALLOWANCE**

This form replaces the TD2 form previously required by Revenue Canada for the transfer of eligible portion of a retiring allowance to a registered retirement savings plan or registered pension plan (RRSP/RPP). Normally, if an employer pays a retiring allowance, the employer must deduct income tax from any part paid directly to the employee or former employee. However, an employer does not have to deduct income tax on the eligible amount of the allowance that is directly transferred to the recipient's RRSP/RPP. The amount transferred, as well as any other retiring allowance amounts paid to you, will be reported by the employer on a T4A Supplementary.

#### **Transferring a retiring allowance to an RRSP/RPP — eligible amount**

An individual can transfer all or part of a retiring allowance to an RRSP/RPP. The amount eligible for transfer is limited to:

\$2,000 for each year or part year before 1996 that the person worked for the employer;

**PLUS**

\$1,500 for each year or part year before 1989 of that employment in which none of the employer's contributions to the Registered Pension Plan had vested in the employee's name when the employer pays the retiring allowance.

**Note:** You can no longer transfer \$2,000 per year of service to an RRSP/RPP for 1996 and following years.

## DIRECT TRANSFER OF A RETIRING ALLOWANCE TO AN RRSP/RPP

This form replaces the TD2 form previously required by Canada Customs and Revenue Agency for the transfer of the retiring allowance to a registered retirement savings plan (RRSP/RPP). If an employer pays a retiring allowance, the employer must deduct income tax from any part paid directly to the employee or former employee. However, an employer does not have to deduct income tax on the amount of the allowance that is directly transferred to the recipient's RRSP/RPP. The total amount paid to you directly or to your RRSP/RPP of the retiring allowance will be reported on a T4A Slip.

1. **Transferring a retiring allowance to an RRSP/RPP – "Eligible Amount"**

An individual can transfer all or part of a retiring allowance payment to an RRSP/RPP. The amount that is eligible for transfer is limited to:

\$2,000 for each year or part of a year before 1996 that the person worked for the employer,  
PLUS

\$1,500 for each year or part of a year before 1989 of that employment in which none of the employer's contributions to the Registered Pension Plan had vested in the employee's name when the employer pays the retiring allowance.

**Note:** You can no longer transfer \$2,000 per year of service to an RRSP/RPP for 1996 and following years.

2. The "non-eligible" amount may be transferred to an RRSP/RPP provided that it is within the limit of the employee's RRSP deduction limit. For non-eligible amounts in excess of \$10,000 CCRA form T1213 "REQUEST TO REDUCE TAX DEDUCTIONS AT SOURCE" must be completed and submitted to CCRA for approval prior to processing by the PSG.

### DETAILS OF THE TRANSFER

<b>ELIGIBLE AMOUNT</b>	«PSA_Amt»
<b>NON-ELIGIBLE AMOUNT</b>	\$
<b>LAST NAME</b>	«LName»
<b>FIRST NAME AND INITIALS</b>	«Name»
<b>SOCIAL INSURANCE NUMBER</b>	«SIN»
<b>ADDRESS</b>	«Address»
<b>ADDRESS</b>	«City» «Prov»
<b>POSTAL CODE</b>	«PCode»

### TO BE COMPLETED BY TSA RECIPIENT

Amount of Funds to be Transferred \$ \_\_\_\_\_

The cheque is to be sent to:

Name of Financial Institution: \_\_\_\_\_

Contract Account Number: \_\_\_\_\_

Attention: \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_

I accept complete responsibility for ensuring the transfer of the "non-eligible amount" to an RRSP does not exceed my RRSP contribution room as of the date of this transfer as set out by the *Income Tax Act* (Canada) and confirm and accept the responsibility that this transfer is within the prescribed limit. I acknowledge and accept that no other party is under any obligation to advise me of any conditions, limits or penalties in respect of this transfer.

Your Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# APPENDIX F

---

---

Reprinted from the Teachers' Provincial Agreement dated  
November 10, 2011

## APPENDIX A

### EARLY RETIREMENT INCENTIVE PLAN

#### Purpose

- .01 The purpose of the Early Retirement Incentive Plan is to enable teachers, during the period of declining enrolment, to retire earlier than they might otherwise decide.

The Plan will provide the teacher with an opportunity to earn money, following retirement, which may help reduce the impact of financial loss incurred under the terms of the *Teachers' Pension Act* by electing early retirement.

#### Eligibility Requirements

- .02 A teacher must be eligible for a pension under the *Nova Scotia Teachers' Pension Act*.

#### Application

- .03 A teacher who plans to retire at the end of the school year and wishes to participate in the Plan must make application, in writing, to the Superintendent of Schools on or before December 31st of the school year in which the teacher plans to retire.
- .04 A teacher who plans to retire during the school year and wishes to participate in the Plan must make application, in writing, to the Superintendent of Schools at least three (3) months prior to the date the teacher plans to retire.
- .05 Approval of individual request to participate in the Plan shall be at the discretion of the School Board subject to the approval of the



Employer, and a refusal by a School Board to approve an application is final and non grievable.

- .06 Written acceptance, or denial, of the teacher's request, with explanation, shall be forwarded to the teacher within two (2) months from the closing date for application.

### **Conditions**

- .07 During each year of participation in the Early Retirement Incentive Plan, the teacher shall agree to work for the School Board in an assignment mutually agreed upon by the teacher and the Board for a minimum period of twenty one (21) days, such period need not be consecutive.
- .08 A teacher may participate in the Early Retirement Incentive Plan for a maximum of five (5) years or until age 65, whichever is first.
- .09 A teacher participating in the Plan shall be paid in accordance with the salary provisions of the *Teachers' Provincial Agreement* with the calculation for the daily rate to be based on one hundred and ninety five (195).
- .10 The Early Retirement Incentive Plan shall not affect any of the provisions of the Service Award.
- .11 The teacher must resign the teacher's position.

### **Contract**

- .12 A participating teacher, the School Board and the Minister of Education, or designate, shall jointly sign the approved contract before final approval for participation in the Plan is considered granted.

### **Duration**

- .13 The Early Retirement Incentive Plan shall remain in effect until mutually agreed otherwise by the parties to this Agreement.

## **Information**

- .14 Effective the academic school year August 1, 1999, the Minister shall provide the Union or designate with the following information:
  - (i) the number of applications submitted pursuant to .03 by School Board and
  - (ii) the names of approved applicants by School Board, on or before July 31st of the academic school year.

## **Special Circumstances**

- .15 When it is determined, pursuant to Article 21, that an Early Retirement Incentive plan is to be offered the provisions of this Article shall apply except as noted below.
- .16 Notwithstanding .07 the teacher shall be guaranteed a period of 69.5 days of substitute service or other work as determined by the School Board which need not be consecutive.
- .17 A teacher may participate in the Special Circumstances provision for a maximum of five (5) years or until age 65, whichever is first.
- .18 The number of participants eligible for the Special Circumstances provision shall be limited by the provisions of Article 21.

# EARLY RETIREMENT INCENTIVE PLAN CONTRACT

---

---

## **SECTION I:**

Having read the terms and conditions of the Early Retirement Incentive Plan related to Article 38 of the Teachers' Provincial Agreement, I hereby advise that I wish to participate in the Plan, and if approved by the School Board and the Minister will therefore retire from my current teaching position effective the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

SIGNATURE

\_\_\_\_\_

WITNESS

\_\_\_\_\_

DATE

\_\_\_\_\_

---

---

**SECTION II:**

In accordance with the terms and conditions of the aforementioned Early Retirement Incentive Plan, approval is given the above-named teacher to participate in the Plan, for a period of \_\_\_\_\_ years commencing the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_ and terminating the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_ .

SIGNATURE

\_\_\_\_\_

On behalf of the School Board

WITNESS

\_\_\_\_\_

DATE

\_\_\_\_\_

SIGNATURE

\_\_\_\_\_

On behalf of the Minister of Education

WITNESS

\_\_\_\_\_

DATE

\_\_\_\_\_









**Nova Scotia Teachers Union**  
1-800-565-NSTU (6788) | (902) 477-5621  
nstu@nstu.ca | www.nstu.ca

© 2013 September, NSTU