



Activity Report to Stakeholders
Municipal Employees' Pension Commission

As at March 31, 2019



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The Public Employees Benefits Agency (PEBA) prepares this report on behalf of the Municipal Employees' Pension Commission (the Commission) to provide the Commission's stakeholders with a summary of activities undertaken by, or on behalf of, the Commission.

The report provides a summary of activities by strategic goals as identified by the Commission in its Strategic Business Plan. Areas that have been identified as key strategic goals include customer service excellence, plan integrity, governance leadership, and transparent accountability.

Customer Service Excellence

Member Engagement and Services:

- From January 1, 2019 through March 31, 2019, there were 958 visits to the MORE calculator site. A total of 7.6 per cent of active members are registered to use the MORE calculator.
- The Municipal Employees' Pension Plan (MEPP, the Plan) staff handled more than 3,300 phone calls, and approximately 1,100 e-mail inquiries.
- A fourth MEPP Video, *Forms of Pension – Joint Life*, was made available to members on the website on January 3, 2019.
- Annual statements were mailed to members March 11, 2019.
- Workshops, Information Sessions, and Overviews:
 - There were five pension workshops or presentations in the past three months. They were hosted in Regina, Saskatoon, Swift Current, Prince Albert, and North Battleford.
 - Year-to-date, based on the evaluations received, 97.5 per cent of attendees found the information sessions useful.

Employer Engagement:

- Employer bulletins were sent out in January and February.
 - The January bulletin included information to help employers transition from the current Employer Remittance System to PLANet, the new online administration system launching in spring 2019.
 - The February bulletin contained information on criteria for contributions related to statutory holidays.

Plan Integrity

- The Commission received reports on the implementation of a new pension administration system for the MEPP.
- The Commission has:
 - Received and reviewed the Quarterly Administration report;
 - Approved the 2019-2020 Administration Budget;
 - Approved the assumptions for the December 31, 2018 actuarial valuation;
 - Received and reviewed the Investment Monitoring report;
 - Reviewed its private markets plan for 2019;
 - Reviewed and approved the 2018 financial statements and Annual Report;
 - Reviewed the 2018 audit of the Plan with its auditor;
 - Reviewed and approved amendments to its Statement of Investment Policies and Procedures; and
 - Received and reviewed the Social Media Dashboard.

Governance Leadership

- In the past three months, the Commission:
 - Received and reviewed the final Periodic Checklist for 2018;
 - Received education on sustainability risk monitoring;
 - Conducted a self-assessment and reviewed the results;
 - Approved amendments to its Acquisition and Retention of Services Policy;
 - Implemented a new risk management process;
 - Received its Risk Management Review for 2018, and reviewed and approved its Risk Management Plan for 2019; and
 - Completed an amendment to the *Municipal Employees' Pension Regulations* to update the employers participating in the plan.

Transparent Accountability

- The Commission received updates on initiatives identified in its Strategic Business Plan 2017-2019.
- The Commission updated the following documents on its website:
 - Acquisition and Retention of Services Policy; and
 - Statement of Investment Policies and Procedures.