

## MEPC ACTIVITY REPORT TO STAKEHOLDERS 3<sup>rd</sup> Quarter 2009 Update

The Public Employees Benefits Agency (PEBA) prepares this report on behalf of the Municipal Employees' Pension Commission (the Commission) to provide its stakeholders with a summary of activities undertaken by the Commission in the third quarter of 2009.

The report provides a summary of activities by strategic goals as identified by the Commission in its Strategic Business Plan 2009 - 2011. Areas that have been identified as key strategic goals include communications and services, financial integrity, governance and accountability.

### Customer Oriented Communications and Services

- Member Communication and Services:
  - *MEPP Matters, Fall 2009* was developed and is to be delivered to members. The newsletter will also be available online.
  - *MEPP Member Booklet* was updated and is to be made available to members. The booklet will be available online and in print form.
  - *MORe Retirement Calculator* was utilized by 1,300 members as at September 30, 2009 (1,350 as at October 26, 2009). 32 users completed the online survey. One hundred per cent found the Planner useful; 93.75 per cent found the Planner easy to use; and 56 per cent indicated that they will use the Planner once a quarter.
- Employer Communication and Services:
  - There are 95 employers, out of 718 participating employers, using the Employer Remittance System. There are approximately 16,000 contributions received monthly by PEBA, with 4,000 of these contributions being submitted through the employer remittance system.
- Workshops, Sessions and Overviews:
  - Eight Retire*WithEase* retirement planning workshops were held over this period. These were held in Saskatoon, North Battleford, Swift Current, Yorkton and Regina. 183 members from the various plans that PEBA administers were in attendance. Members reported an overall satisfaction rate of 94.2 per cent.

### Financial Integrity of the Plan

- The Commission received the quarterly PEBA Administration Report at its September meeting. Included in this report was the budget progress to date, assets and liabilities of the Plan and other administrative updates.

- The Commission approved the actuarial valuation as at December 31, 2008 at its meeting in September.
- The Commission recommended to the Minister of Finance that the second year of the two-year implementation of the contribution increase proceed.
- The Commission received the evaluation for RBC Dexia Investor Services, the Commission's custodian.

### Plan Governance

- The Commission attended an education session regarding securities lending.
- At its meeting on September 18, 2009, the Commission received the findings of the Service Standard Audit for PEBA conducted by Meyers Norris Penny.
- The Commission reviewed the interim periodic checklist at its meeting on September 18, 2009.
- The Commission's Investment Consultant, Hewitt Associates, reviewed the Performance Review and Investment Manager Evaluation report for the quarter ended June 30, 2009.
- The Commission approved various amendments and additions to its Governance Manual and Policy Manual at its meeting on September 18, 2009.
- Investment managers provided the Commission with reports on their respective mandates on a monthly/quarterly basis.
- The Commission receives a listing of upcoming education events at each meeting.

### Accountability

- The Commission received a status update to its Strategic Plan as of August 31, 2009.
- The Commission members received and signed the code of conduct and conflict of interest procedures.