

Group Insurance Plan

Original Implementation Date:	April 1, 1996	Approved by:
Date of Last Revision:	November 9, 2020	Approved by: Jacques Dubé, CAO
Effective Date of Last Revision:	August 1, 2021	Approved by: Jacques Dubé, CAO

1 – Policy Name

Group Insurance Plan

2 – Purpose

Halifax Regional Municipality (the Municipality) maintains a group insurance plan (HRMflex) for all eligible non-union employees. The plan helps support employees and their families by providing assistance to cover health and dental expenses, and financial protection in times of illness, injury, or unexpected events. The plan provides options for employees to select from that help better match their individual needs.

3 – Objectives

This Policy provides information on the Group Insurance Plan for Non-union employees.

4 – Scope

This applies to all permanent full-time and permanent part-time (working a minimum 20 hours per week) non-union employees of the Municipality. Participation in the Group Insurance Plan is a required condition of employment for all eligible employees, subject to the terms and conditions of the Group Insurance Master Contract with the insurance carrier(s). Employees occupying a temporary position should refer to the Temporary Non-union Employees policy for terms and conditions regarding Group Insurance coverage. Group Insurance benefits for unionized staff are outlined in the applicable Collective agreement.

5 – Definitions

N/A

6 – Roles and Responsibilities

N/A

7 – Policy Regulations

The specific terms, cost-sharing and benefit levels are set out in the HRMflex information booklet.

8 – Repeal

N/A

9 – Effective Date

August 1, 2021

10 – Related Policies and Practices

Intranet link to HRM (Non-Union) Group Insurance info (click on non-union link):

<http://intranet.halifax.ca/BusinessUnits/HumanResources/TotalCompensation/Benefits.html>

11 – Policy Review

Review every 3 years.

12 – Contact

Benefits Consultants, Human Resources.

Contact MyHR@halifax.ca or phone 902-490-6145.

13 – Attachments

Intranet link to HRM (Non-Union) Group Insurance info (click on non-union link):

<http://intranet.halifax.ca/BusinessUnits/HumanResources/TotalCompensation/NUBenefits.html>