



The MEPP Commission is responsible to ensure that all expenditures for the operation of the Plan are appropriate and therefore they review the employer administrative fees on an annual basis. As of January 1, 2021, the Commission has approved changes to the employer administration and late fees.

Last year, during the rollout of PLANet for MEPP Employers, MEPP suspended some of its administration fees. Now that all employers have access and have become familiar with using PLANet, MEPP will recommence charging these fees. Below is an outline of the fees that are now in effect.

Employer Administrative Fees

<i>Category</i>	<i>Fee</i>
Missing documents for a member, enrolment, termination, return to work form, etc.	Upon having to contact an employer three times annually the employer will be charged an administration fee of \$30 for all subsequent requests in that year.
Late Contributions	An administration fee of \$60 flat-rate PLUS \$5.00 per member. In addition, the amount of interest the members lost because the remittance was late will be charged.
Arrears	An administration fee of \$60 flat-rate. In addition, all contributions and interest with respect to the arrears will be charged.
Incorrect Contribution Remittances	An administration fee of \$60 per hour, billed in half hour increments, with a minimum charge of \$60.
Employer not remitting using Employer PLANet	An administration fee of \$60 per hour with a minimum charge of \$60.

Employer not using Employer PLANet to submit employee documentation (i.e. enrolment, termination, leave forms, etc.)

An administration fee of \$60 per hour with a minimum charge of \$60.

Throughout the year, any employers charged fees based on the above structure will receive a letter from MEPP Administration outlining the fees owing. The list of Employer Transaction Fees can be viewed at anytime on the MEPP website at:

<https://mepp.plannera.ca/employers/transaction-fees>

If you have any questions please feel free to contact Darlene Glowa or Penny Kirkpatrick, your Customer Focus Co-ordinators at 306-337-4090.



Contact MEPP

erc.mepp@plannera.ca

In Regina 1-306-337-4090
Toll Free 1-877-506-6377

Monday to Friday
8:00 a.m. to 5:00 p.m.



[Visit our website](#)

The Employer Bulletin is sent as a service for the employers of MEPP.

This bulletin provides general information about the Municipal Employees Pension Plan (MEPP) and its operation. It does not replace or supersede the legislation governing the Plan. Plan processes and procedures are subject to change over time.