

EMPLOYEE BENEFITS

AT-A-GLANCE

APRIL 2025



Swallowtail Lighthouse, Grand Manan
licensed under Tourism NB



DEADLINE

The deadline to submit your enrolment through Fusion or the completed form (Section A) is **May 31, 2025**.

Any requests for Dependent Life Insurance Coverage received after this date will not be processed.

ENROLMENT OPPORTUNITY

The open enrolment period from **May 1-31** is the only time of the year when you can enrol in **Dependent Life Insurance Coverage**, other than at qualifying life-changing events.

DEPENDENT LIFE COVERAGE

At this time, you can choose to add \$12,000 in life insurance coverage for your spouse and each dependent child. No Statement of Health is required. The total cost of the monthly premium is \$3.61 which is shared between the employer and the employee. Your monthly premium as the employee is \$1.80.

Coverage will become effective June 1 of this year, and your employer will begin payroll deductions as of May, which may require retroactively collecting premiums.

PROCESS FOR ENROLLING

Please complete Section A of the Dependent Life Insurance Annual Open Enrolment Form:

- Provide your employee information.
- Select the 'Yes' option in the 'Dependent Life' section.
- Sign and date the Form.
- Submit the completed Form to your employer / payroll office.
- They will complete their portion of the Form and submit it to Vestcor for processing.

Using the Fusion payroll system? The instructions are on the ERP [SharePoint site](#). When you login to Fusion, make sure you are on the **Me** landing page, then select the **Benefits** tile, click on **Report a Life Event**, and follow the instructions until you receive a confirmation message that your benefit elections have been saved. Your enrolment will automatically be sent to your payroll office.

For more information, please contact the Member Services team at Vestcor, our Plan's administrator, at 1-800-561-4012 or 506-453-2296, or visit www.gnb.ca/employeebenefits.

