

## Saulteau Retirement Pension Fund

SECTION: Community Support Programs

POLICY NUMBER: 20251001EPSFN

APPROVED BY: Chief and Council

DATE APPROVED: October 29, 2025

EFFECTIVE DATE: October 1, 2025

REVIEW DATE: TBD

POLICY OWNER: Finance Department

VERSION: 1.0

### 1.0 PURPOSE

This policy establishes a unified framework for delivering monthly cost of living subsidy to registered Saulteau First Nations (SFN) Citizens aged 65 and older through one program:

- Saulteau Retirement Pension Fund

This program is intended to recognize, honour, and support SFN Elders of retirement age by providing reliable, community-funded financial assistance for basic living needs; and is funded exclusively through the Nation's revenues which are administered on East Moberly Lake I.R. 169.

### 2.0 SCOPE

This policy applies to all citizens of Saulteau First Nations who have reached the age of 65, regardless of whether they reside on or off reserve. It includes other provisions for international recipients.

### 3.0 POLICY STATEMENT

Saulteau First Nations shall provide a monthly retirement pension to eligible applicants as a gesture of community support. This pension is not a legal right or benefit guaranteed under federal, provincial, or treaty law, and is provided at the discretion of the Nation. Payments are made directly to the applicant and are not transferrable to an estate or third party. Receiving payments does not impact eligibility for other programs or payout of future claim settlements.

*Proudly determined*

## 4.0 ELIGIBILITY

To be eligible, an applicant must:

- Be a registered citizen of Saulteau First Nations;
- Have reached the age of 65;
- Submit a completed application to the SFN Finance Department;
- Provide any required supporting documentation as requested by Finance; and
- Maintain current contact and payment information with the Finance Department.

For clarity, applicants to turn 65 years of age mid-month may apply for and be eligible to receive payment for that month.

## 5.0 APPLICATION PROCESS

All eligible applicants must apply to the SFN Finance Department to initiate payments.

Applicants do not need to re-apply again in the future unless the fund is cancelled and later re-instated.

Payments will not be retroactively paid prior to month of application. **Note: to support rollout of this policy, applications received prior to December 11, 2025 will be treated as-if received in October 2025. After time date no payments will be made retrospectively.**

It is the applicant's responsibility to update SFN Finance with changes to address, bank account, or residency status.

Applications can be submitted in person, by mail, or through other approved means established by Finance.

## 6.0 PAYMENT TERMS

Monthly payments begin in the month the application is processed and continue until end of program as per section 8.0.

Subsequent monthly payments will occur on the first of the month, or closest banking day, for the month ahead.

Initially, payments are \$500.00 CAD per month, subject to change at any time as per section 8.0.

Payments are subject to arrears holdback, including deductions for housing, or other debts owed to SFN, as per existing policies.

For applicants residing internationally, payments may be made quarterly rather than monthly at the discretion of Finance.

Finance reserves the right to withhold or delay payments in the event of incomplete or outdated information.

Payments requested via cheque are not guaranteed to be received on time.

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## 6.1 TAX TREATMENT

This monthly subsidy is structured as a pension distribution under Section 87 of the Indian Act. Payments are considered personal property situated on East Moberly Lake I.R. 169.

The subsidy is not compensation, nor tied to services or employment.

No T4A or other CRA-reportable slips will be issued.

## 7.0 ROLES AND RESPONSIBILITIES

Applicant: Submit complete application, maintain up-to-date information with Finance, and notify SFN of changes in status.

Finance Department: Process applications, maintain records, issue payments, and ensure compliance with this policy.

Governance Department: Periodically review policy for effectiveness and alignment with community needs.

Chief and Council: Provide final approval for funding, policy revisions, or discontinuation of the program.

## 8.0 LIMITATIONS

Eligibility for payments ends when the applicant passes away. No future payments will be made to an estate. Families should refer to the SFN Funeral Support policy for assistance.

Payment amount is subject to change based on available budget and Council discretion.

The program may be amended, suspended, resumed, or discontinued at any time at the discretion of Chief & Council.

This policy does not create a binding financial obligation or entitlement to any person or estate.

For clarity, each fiscal year Chief & Council must approve a budget for the year ahead, and that budget must include the retirement pension fund for payments to continue another fiscal year. The fiscal year runs from April 1 to March 31 of the following year. The budget is required to be approved by March 31 for the fiscal year ahead. If there is a material change to the Nation's finances which may require amendment to the fund, it would most likely be reviewed and changed during this process.

## 9.0 DEFINITIONS

Arrears Holdback: A deduction from the pension to recover outstanding debts owed to SFN.

International Applicant: An applicant who resides outside Canada.

## 10.0 RELATED POLICIES AND FORMS

Saulteau Retirement Pension Application Form (attached)

SFN Financial Administration Law

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**Saulteau Retirement Pension Fund – Application Form**

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Date of Application: \_\_\_\_\_ Name: \_\_\_\_\_  
Status Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email: \_\_\_\_\_ (or N/A if you don't have one)

I, \_\_\_\_\_, have read and understand the Saulteau Retirement Pension Fund policy and agree to its terms and conditions.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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**Payment Instructions**

Please process payment via: (check one option)

|                          |   |
|--------------------------|---|
| <input type="checkbox"/> | Direct deposit to my account on file with SFN finance |
| <input type="checkbox"/> | Cheque via mail                                       |
| <input type="checkbox"/> | Cheque via hold for pickup at SFN Finance office      |

To update banking information on file with SFN finance, please send a void cheque or bank deposit form with the account holder name and account numbers clearly visible to [ap@saulteau.com](mailto:ap@saulteau.com) or drop off to SFN Finance office.

Contact for questions: [ap@saulteau.com](mailto:ap@saulteau.com) or 250-788-3955

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Send completed forms to SFN Finance for processing**

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