

November 2023

T4 Information

Pension Plan

- A Pension Adjustment (PA) is reported in Box 52. A PA list will be sent to you once your year-end report has been checked and balanced.
- MEBP's Registered Pension Plan (RPP) Number under the Income Tax Act is **0578377**. Enter this in Box 50.
- A revised T4 will be required if an employee's record is amended after the PA has been provided to you and the PA must be recalculated.
- Total **Employee** pension contributions must be entered in Box 20.

Disability Income Plan – nothing is required on the T4.

Group Insurance Plan

Basic Life Insurance contributions, paid by the employer on behalf of an employee, are a taxable benefit and are to be included in Box 14 and Box 40 (Write "Box 40" at the bottom of the T4 where it reads "Other information" and enter this amount beside it).

From January 1st to May 31st, 2023, of the 19¢ per \$1,000 of coverage per month, only 18¢ is taxable.

From June 1st to December 31st, 2023, of the 19¢ per \$1,000 of coverage per month, 19¢ is now taxable (full amount).

The following example is for an employee who worked the full year and paid for coverage of \$50,000. If a portion of the Retail Sales Tax (RST) is paid by the employer, it is also considered to be a taxable benefit and has been included in this example.

Portion paid by employer	Coverage Amount	Number of months of contributions	Taxable portion (19¢ per \$1,000)	Taxable Benefit Calculation including 7% RST
1/3	\$50,000	12	1/3 x 18¢ = 6¢ 1/3 x 19¢ = 6¢	(\$50 x 12 x .06 x 1.07) = \$38.52
1/2	\$50,000	12	1/2 x 18¢ = 9¢ 1/2 x 19¢ = 9.5¢	(\$50 x 5 months x .09 x 1.07) = \$24.08 (\$50 x 7 months x .095 x 1.07) = \$35.58
100%	\$50,000	12	100% x 18¢ = 18¢ 100% x 19¢ = 19¢	(\$50 x 5 months x .18 x 1.07) = \$48.15 (\$50 x 7 months x .19 x 1.07) = \$71.16

2024 Information

- 2024 Yearly Maximum Canada Pension Plan Earnings (YMPE) is **\$68,500.00**.
- 2024 Maximum Earnings for pension contributions are **\$197,625.00**.
- 2024 Maximum pension contributions are **\$17,786.25**.