



Important updates to your pension plan

The Board of Trustees regularly monitors the Defined Contribution component of the **University of Winnipeg Trusteed Pension Plan** to make sure it's competitive and helps you reach your long-term retirement savings goals. After a recent review, and based on recommendations from Sun Life Financial investment experts, we are streamlining your investment fund lineup. The new fund lineup simplifies choice by eliminating overlapping funds while maintaining meaningful investment diversity, and where possible reducing the fees you pay. Please read this communication to learn more about these changes and what they may mean to you.

What's changing?

On **July 6, 2016**, we are adding new funds – the **Beutel Goodman Fundamental Canadian Equity Segregated Fund** and the **TDAM U.S. Market Index Segregated Fund (Registered)** – to the Plan.

Then, on **September 15, 2016**, we are discontinuing the following funds currently offered under the Plan, and replacing them with alternative funds:

Fund category	Discontinued fund →	Replacement fund
Canadian equity	BlackRock Active Canadian Equity Segregated Fund	TDAM Canadian Equity Index Segregated Fund
Canadian equity	MFS Canadian Equity Core Segregated Fund	MFS Responsible Canadian Equity Segregated Fund
Foreign equity	TDAM U.S. Market Index Segregated Fund	TDAM U.S. Market Index Segregated Fund (Registered)
Foreign equity	Beutel Goodman Global Segregated Fund	MFS Global Research Segregated Fund

- **BlackRock Active Canadian Equity Segregated Fund:** We are removing this fund as it overlaps with other investment options. The replacement fund, the **TDAM Canadian Equity Index Segregated Fund**, has lower fees, which means more money stays in your account.
- **MFS Canadian Equity Core Segregated Fund:** This fund had low utilization and also overlapped with other investment options. It will be replaced with the **MFS Responsible Canadian Equity Segregated Fund**, which is very similar.
- **TDAM U.S. Market Index Segregated Fund:** We are replacing this fund with the registered version as it is not subject to withholding taxes on U.S. source income (dividends), and will therefore have better returns.
- **Beutel Goodman Global Segregated Fund:** This fund had low utilization and poor performance relative to other funds available. It will be replaced with the **MFS Global Research Segregated Fund**.

TAKE ACTION

If you currently have assets invested in or are directing contributions to any of the discontinued funds, you will need to move your money to one or more of the other investment fund options available in the Plan, and update your contribution instructions by 2 p.m. CT on **September 13, 2016**.

IF YOU DON'T TAKE ACTION

If you do not make any changes by the stated date, your account balances and future contributions directed to the discontinued funds will automatically transfer to the replacement funds on **September 15, 2016**.

To process this automated transfer, there will be a transaction freeze on the discontinued funds from 2 p.m. CT on **September 13, 2016** to 7 a.m. CT on **September 16, 2016**.

Update your retirement portfolio

You can access Sun Life Financial's Plan Member Services website at **mysunlife.ca** to update the investment options in your retirement portfolio. But, before you do this, follow these steps to ensure your investment strategy is right for you.

Step 1 – Getting started

Sign in to **mysunlife.ca** using your personal access ID and password and select **my financial centre** on the **Home** page.

Your access ID and password

You'll need a personal access ID and password to access your account online or by phone.

Don't have an access ID or password?

Go to **mysunlife.ca** and select **Register**. You will need your account number (available on your welcome letter or your statement) and your date of birth.

Forgot your access ID and/or password?

Select the appropriate links under **Sign-in help** on **mysunlife.ca**.

Step 2 – How comfortable are you with investment risk?

You can determine your comfort level with investment risk by completing the **Investment risk profiler** (known as the **Asset allocation tool** online). Once you've signed in, select **my money tools** under the **Resource Centre** drop-down menu and select **Continue** to begin.

Step 3 – What's your vision of retirement?

Planning can be easy with the **Retirement planner**. The planner lets you determine how much you need to save now to provide you with your desired income level in retirement. You can adjust a number of variables, and as they change over time, use the planner to update your calculations to see if any changes to your plan are necessary. To access this tool, select **my money tools** under the **Resource Centre** drop-down menu followed by **Retirement planner**.

Step 4 – Learn about your investment options

To access detailed fund information through **Morningstar**[®], a leading provider of investment news and analysis, select **Investment performance** from the **Accounts** drop-down menu. Next, select:

- **Rates of Return and Unit Values** to see the performance of funds available in your plan; or
- **Fund Report** to access tools and information about your funds.

Step 5 – Update your investments

To update your investment selections, select **Change investments** under the **Requests** drop-down menu. You can also update your account by calling Sun Life Financial's Customer Care Centre at **1-866-733-8612** any business day from 7 a.m. to 7 p.m. CT.

There are no charges for transfers; however, a two per cent fee may be charged if you make a transfer into a fund followed by a transfer out of the same fund within 30 calendar days.

