



8 May 2020

COVID -19 HR update - 10

Online resources

We have recently added additional resources to the [Covid 19 updates](#) page. You can find links to video messages from the Archbishop, Faith Resources, HR Updates and resources for Mental Health support.

CERB (Canada Emergency Response Benefit) and the SUB plan

This week we have been advised of a change in the way Service Canada is processing EI claims. Due to the volume of EI claims the government has elected to pay everyone the same \$500 payment regardless of what you may qualify for. This is the CERB. The process for employees is the same, if you have applied through the requested online EI application. Every two weeks you are required to complete your online EI report. This will continue until you are recalled. Most employees will receive a top-up payment that is part of an approved SUB plan. This is not declared as [earnings](#) in the biweekly reports.

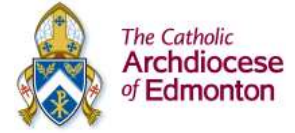
The additional top-up payment will be added to your monthly payroll to reach 80%. The top-up will be based on your current salary. For staff with flexible hours the top-up calculation will use an average hours worked from the last 12 months before you went on layoff. There are some cases that the CERB payment may be higher than what you qualify for through EI. If it is higher than the calculated 80% you will not have a top-up payment. For employees on a temporary layoff, please note that CERB payments are taxable. Ottawa is not withholding any taxes at source like was done with regular wages through payroll.

If you are not recalled on or before 16 weeks (ie. May 1 – Aug 22) the CERB payment will change to a calculated EI payment. When you receive this amount, please forward it to the person processing your payroll. This is required to recalculate the top-up payments.

If anyone has applied through the CRA portal to the CERB plan instead of EI please contact Marian or Patrick for further instructions.

CEWS (Canada Emergency Wage Subsidy)

It was announced 8 May 2020 that the CEW Subsidy will be extended beyond the current June 6 deadline. No new date has been shared but it is expected to be announced next week.



Support Contacts for staff at the PAO and for those processing payroll at the parishes

- Marian Fougere – marian.fougere@caedm.ca or 780 469 1010 ext 2125
- Patrick Snoek – patrick.snoek@caedm.ca 780 392 2452

As the COVID-19 pandemic continues to evolve, we will continue to support each other. We will work hard to address changes that come up and to help answer questions.

God Bless,
Patrick