



PROFESSIONAL CONSTRUCTORS

ACRES COVID-19 ASSISTANCE PLAN

Purpose:

Acres is committed to the health, safety and well-being of its employees. To financially support our team through the impacts of the COVID-19 (Coronavirus) Pandemic, Acres has developed an assistance plan which outlines the eligibility and amounts employees will qualify for.

Scope:

This policy applies to all employees of Acres Enterprises Ltd. with one or more years of service.

Policy:

The plan will supplement Employment Insurance (EI) benefits for periods of unemployment caused by illness or a temporary stoppage of work related to the COVID-19 Pandemic.

Verification that employees have applied for and are in receipt of EI benefits will be required before assistance plan payments are paid.

Amounts of Payment:

The amount of payment will vary by employee depending on the number of years of service and income. The maximum annual salary used for the benefit calculation will be \$80,000 or \$1,538 per week.

Less than 1 year of service: Not eligible

1+ years of service: 20% of average weekly earnings to a maximum of \$308 per week

3+ years of service: 40% of average weekly earnings to a maximum of \$616 per week

The weekly assistance payment, plus the gross amount of EI benefit from this employment will not exceed 95% of the employee's normal weekly earnings.

Duration:

The assistance payments will continue for the 13 week temporary layoff period. The assistance plan will stop if the employee works for another employer or is called back to work and has not made themselves available.

The duration of the plan is from April 1 to December 31, 2020.

Administration:

This plan is registered with Service Canada and they will be informed in writing of any change to the assistance plan within thirty (30) days of the effective date of the change.

The plan is financed by Acres' general revenues and a separate record of all the SUB payments will be kept.

Payments of guaranteed annual remuneration, deferred remuneration, or severance pay will not be reduced or increased by payments received under the assistance plan. This plan provides for an offset of EI benefits that may have to be repaid as part of the employee's income tax return. The weekly gross EI benefit from this employment, the assistance plan payments previously paid plus this offset amount will not exceed 95% of the employee's normal weekly earnings. Employees do not have a right to assistance payments except during the period of unemployment specified in the plan.