

Rural Municipality of Heart's Hill No. 352

Box 458 Luseland, Saskatchewan S0L 2A0
Phone 372-4224 E-mail rm352@sasktel.net Fax 372-4770

2.5 PAYROLL POLICY: COVID-19 Pandemic

DEFINITION:

POLICY:

If for any reason, an employee qualifies for the Federal Government Employee Covid-19 Canada Emergency Response Benefit (CERB):

1. The employee must apply and qualify for CERB;
2. The Municipality will pay the employee an unpaid leave of not more than \$1,000 during the first 3 days of the first four week claim period;
3. During the next four week claim period, if necessary, the Municipality will pay the employee an unpaid leave of not more than \$1,000;
4. All payments made under this policy will be paid based on the prorated days to the end of each monthly pay period of the Municipality;
5. Provide a copy of Benefit approval from the Federal Government; and
6. Regardless of the foregoing, the employee's Municipal Employee's Pension Plan contribution will be calculated based upon the maximum work week wage equivalent.

RATIONALE :

The Saskatchewan Health Authority gave businesses and residents very short notice of the measures and restrictions that were to be adhered to with regard to Covid-19 pandemic. The duration of measures and restrictions was also unknown. The policy was developed to ensure employees were not financially penalized due to Covid-19.

AUTHORITY:

Resolution: 114/20

The Municipalities Act: