

**ADDENDUM TO:**

**LETTER OF UNDERSTANDING #11**

between

**THE EDMONTON PUBLIC LIBRARY BOARD**

(Hereinafter referred to as EPL)

-and-

**CIVIC SERVICE UNION 52**

(Hereinafter referred to as the Union)

**Addendum to Letter of Understanding #11:  
Temporary Layoff and Recall: COVID-19 Pandemic**

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Whereas:

- EPL and the Union agreed to Letter of Understanding (LOU) #11 titled "Temporary Layoff and Recall: COVID-19 Pandemic" which states that all EPL employees (permanent, part-time, temporary and Student Page) who are temporarily laid off and eligible to receive Employment Insurance (EI) or the Canada Emergency Response Benefit (CERB) due to a COVID-19 facility closure or service reduction are eligible to apply for a [Supplementary Unemployment Benefit \(SUB\) Plan](#) for Layoffs. Combined with employees' EI or CERB, the SUB payment was intended to provide employees with approximately 75% of their average weekly earnings (insurable), before deductions.
- After this LOU was agreed to by the parties, policy changes at the Federal Government level are now channeling all COVID-related workforce reductions to be processed through CERB (vs EI). It is not currently possible for employers to supplement the CERB benefit with a SUB Plan payment without the CERB benefit being recovered by the Federal Government and/or otherwise negatively impacting employees; however, an allowance of up to **\$1,000 per month is permitted** under current CERB provisions.

It is our intention to support the City of Edmonton's efforts in working with the Federal Government to address this problem, preferably to permit the coordination of CERB with SUB payments, similar to EI. As CERB alone may not provide all employees with "approximately 75% of their average weekly earnings (insurable) before deductions," the interim solution outlined below shall apply.

**Interim Solution up to and including May 1, 2020**

Edmonton Public Library employees who are to be temporarily laid off in pay period 9 will be divided into three groups.

**Group 1**

1. For the employees where the CERB benefit plus an allowance of no more than \$1,000 a month will be equal to approximately 75% of average weekly (insurable) earnings:
  - EPL agrees to pay temporarily laid off employees approved for the CERB benefit a monthly allowance of up to \$1,000 beginning April 14, 2020. This allowance will vary from \$0 to \$1,000 as required to attain approximately 75% of average weekly (insurable) earnings before deductions. Confirmation of CERB benefit approval must be submitted to EPL Payroll ([payroll@epl.ca](mailto:payroll@epl.ca)) before the allowance can be calculated or paid. Benefit participation for these employees shall continue as per the March 29, 2020 LOU #11.

**Group 2**

- 2. For the employees where the CERB benefit plus an allowance of no more than \$1,000 per month will not be equal to at least 75% of average weekly (insurable) earnings:
  - EPL agrees to defer the actual layoff date of these employees to the date the SUB Plan payment issue is resolved, or **May 2, 2020** (whichever occurs first). Such employees will remain on payroll and, to be consistent with Group 1 employees, shall have their regular wages reduced to 75% of average weekly insurable earnings. These employees will be placed on a partially paid leave of absence and therefore will continue to participate in all of the benefit plans to which they were a member immediately prior to the notification of layoff, **except for** Short Term Disability (STD), and Long Term Disability (LTD). Vacation Credits will not accrue during this period. Employees will continue to contribute the employee share of benefit premiums (including LAPP) during this paid leave of absence.

**Group 3**

- 3. For the employees where the CERB benefit will be equivalent to or greater than at least 75% of average weekly (insurable) earnings:
  - As they will be receiving a CERB benefit equivalent to or greater than 75% of their average weekly (insurable) earnings, employees in this group are not eligible for any additional allowance. Employees will continue to participate in all of the benefit plans to which they were a member immediately prior to the notification of layoff, **except for** Short Term Disability (STD), Long Term Disability (LTD) and the Local Authorities Pension Plan (LAPP). As these employees will not be receiving payments from EPL while on temporary layoff, EPL will pay both the employee and employer portions of the associated benefit premiums until the temporary layoff ends as described in LOU #11 - D. Benefits or LOU #11 ceases (whichever occurs first).

All other provisions in LOU #11 titled "**Temporary Layoff and Recall: COVID-19 Pandemic**" shall continue to apply.

Should changes occur that allow a SUB top-up to CERB, the LOU will return to full effect and the allowance will be discontinued at that time.

This ADDENDUM shall expire no later than May 1, 2020, unless otherwise mutually agreed.


**ELECTRONIC APPROVAL SUBMITTED on the 24<sup>th</sup> day of APRIL A.D. 2020**

SIGNED this 27 day of April, A.D. 2020

THE EDMONTON PUBLIC LIBRARY BOARD

  
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CIVIC SERVICE UNION 52

  
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