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# THE ANGLICAN CHURCH OF CANADA DIOCESE OF NOVA SCOTIA

LONG TERM DISABILITY PLAN

**EFFECTIVE JANUARY 1, 1994** 

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#### SECTION A

#### **DEFINITIONS**

Except as otherwise indicated, the words and phrases used in this document have the following meanings:

### A.1 Actively at Work, Active Work

An Employee is Actively at Work if actually working at his or her usual place of employment, or any other location as required by the Employer. The Employee must be physically and mentally fit to perform the essential duties of his or her normal occupation, or other work that the Employer may temporarily assign. Such an Employee is considered to be Actively at Work on weekends, vacations and statutory holidays.

#### A.2 Actuary

A Fellow of the Canadian Institute of Actuaries.

#### A.3 Administrator

A person or organization appointed by the Pension Committee to handle payment of claims, claims accounting, claims control and related services. On the Effective Date the Administrator is The Director of Pensions of The Anglican Church of Canada.

#### A.4 Benefit(s)

Amounts payable under this Plan or a Previous Plan.

#### A.5 Church

The Anglican Church of Canada.

#### A.6 Coverage, Covered

Protection under this Plan.

#### A.7 Disabled

A state of incapacity due to Disability.

#### A.8 Disability

Injury or Illness that prevents the Employee from performing the usual and customary duties of his or her occupation.

# A.9 Effective Date

The Effective Date of this Plan, which is January 1, 1994.

# A.10 Eligible Employee

Revised Sept. 1994 & Nov. 1996

A person employed by a Participating Employer who is below the age of 65 and who is either:

- (a) a member of the General Synod Pension Plan or the Lay Retirement Plan of the Anglican Church of Canada; or
- (b) eligible to be a member of the General Synod Pension Plan of the Anglican Church of Canada, but has been exempted from membership in accordance with the provisions of that plan, provided that Coverage commences within 30 days following the person becoming eligible for Coverage.

# A.11 Elimination Period

The Elimination Period begins on the Employee's first day of Disability and lasts for 119 days without interruption.

# A.12 Employee

An Eligible Employee who is Covered under the Plan.

# A.13 Employer

A Participating Employer who employs a particular Employee.

#### Deleted Sept. 1994

#### A.14 Reserved

### A.15 Fund

The fund maintained in accordance with Section F of the Plan.

### A.16 Illness

Disease or illness, including mental illness, or a medical condition resulting from pregnancy.

# A.17 Initial Assessment Period

The period during which an Employee undertaking rehabilitative employment is assessed for the physical and mental capability to undertake the duties of his or her former or a new occupation. The duration of the Initial Assessment Period will be determined by the Administrator before the Employee begins rehabilitative employment, and may be extended or shortened at the discretion of the Administrator.

#### A.18 Injury

An accidental injury which causes Total Disability within 90 days after the date the injury is sustained.

A.19 Leave of Absence, Approved Leave of Absence

Revised Sept. 1994 An arrangement registered with the Administrator whereby a Participating Employer and Employee agree that the Employee will be absent from Active Work for a specific period of time which is not a casual absence or vacation, and where it is anticipated that the Employee will return to Active Work with the Participating Employer on a specified date when the Leave of Absence ends. The following are the types of leave of absence and the maximum period of time for which Coverage may be maintained:

(a) maternity/paternity leave: 12 months

(b) study leave: 12 months

(c) lay-off: 6 months

#### A.20 Mental illness

An Illness where the Employee is receiving continuous treatment from a Physician who is certified to practice as a Psychiatrist.

#### A.21 No-evidence Limit

The amount of Benefit for which an Employee has Coverage which is not subject to the provision of medical evidence of good health, in accordance with the Benefit Schedule.

### A.22 Participating Employer

The General Synod of the Church and all dioceses, parishes and organizations of the Church which participate in the Plan.

#### A.23 Pension Committee

The Pension Committee of the Church.

#### A.24 Physician

A Doctor of Medicine (M.D.), duly licensed to practise medicine, or any other practitioner licensed by the College of Physicians and Surgeons of one of the Provinces of Canada or the equivalent licensing body of the country where the Employee is living, and who is practising within the scope of his or her license.

#### A.25 Plan

This Long Term Disability Plan effective January 1, 1994.

A.26 Plan Anniversary

October 1, 1994 and October 1 of each subsequent year.

- A.27 Plan Benefit(s)
  See "Benefit(s)".
- A.28 Plan Year

The period from the Effective Date to September 30, 1994 and any subsequent period of 12 months beginning on a Plan Anniversary.

A.29 Premium Payment

Any payment made by an Employee for provision of Coverage under this Plan.

A.30 Previous Plan

The Long-Term Disability Plan administered for the Church by the North American Life Assurance Company under contract number NG 01003662.

A.31 Rehabilitation Program

A Rehabilitation Program is any training program or work-related activity that:

- (a) is intended to help an Employee to return to the duties of his or her own occupation or any other paid employment, and
- (b) is recommended or approved by the Administrator.
- A.32 Salary

An Employee's monthly earnings for pension purposes as defined by the provisions of The General Synod Pension Plan or Lay Retirement Plan, on the date Disability begins.

### A.33 Total Disability or Totally Disabled

An Employee is considered Totally Disabled if unable to perform the usual and customary duties of his or her own occupation during the Elimination Period and the subsequent twenty-four months as a result of Injury or Illness. After this, an Employee is considered Totally Disabled only if unable to perform the duties of any occupation for which he or she is fitted by education, training or experience.

The Employee must be under the regular care of a Physician during the period of Disability. From time to time, the Employee may be requested by the Administrator to undergo an independent medical examination by a Physician designated by the Administrator to establish proof of continued Disability.

### SECTION B.

# TERMS AND CONDITIONS OF COVERAGE

# B.1 Eligibility requirements

- B.1.1 An Eligible Employee with coverage under the Previous Plan is automatically Covered under this Plan on the Effective Date provided he or she is Actively at Work on the Effective Date.
- B.1.2 An Eligible Employee whose employment begins on or after the Effective Date or who is not Actively at Work on the Effective Date is automatically Covered under this Plan on the day following the date he or she has been Actively at Work for 30 days.

# B.2 When Coverage begins

For an Employee who was covered by the Previous Plan immediately before the Effective Date, Coverage begins on the Effective Date.

For other Employees, Coverage begins on the later of the date an Employee:

- (a) becomes Eligible, or
- (b) completes a written application for Coverage on a form provided by the Administrator. If written application is not made within 30 days of the date the Employee became Eligible for Coverage under this Plan or the Previous Plan, the Employee may be required to provide evidence of good health at his or her own expense before Coverage begins.

If an Eligible Employee is not Actively at Work because of Injury or Illness on the day Coverage would normally begin, Coverage will begin on the first subsequent day that he or she is Actively at Work.

- B.3 Continuation of Coverage while on Approved Leave of Absence
  Coverage is suspended on the first day of a Leave of Absence without pay,
  including maternity and parental leave, unless the Employee:
  - (a) chooses to continue Coverage throughout the Leave of Absence, and

(b) makes arrangements to continue Premium Payments that would normally be made by payroll deduction.

### B.4 Reinstatement of Coverage

If an Employee's Coverage is suspended due to Leave of Absence or temporary layoff, Coverage will automatically be reinstated on the date of return to Active Work for a Participating Employer, provided the return to Active Work is within six months after the date the Leave of Absence begins.

If the Employee returns to Active Work more than six months after the Leave of Absence begins, Coverage will recommence on the day following the date he or she has been Actively at Work for 30 days.

### B.5 Termination of Coverage

Coverage automatically ends on the day when this Plan terminates, or an Employee:

- (a) leaves the employment of a Participating Employer, or
- (b) ceases to qualify for Coverage, or
- (c) fails to make a required Premium Payment, or
- (d) retires or reaches age 65, whichever is the earlier.

# B.6 Increases and decreases in Coverage

If an Employee's Coverage increases or decreases because of a change of Salary, the increase or decrease will take effect on the date of the change in Salary, provided the Employee is not absent because of Disability. If the Employee is absent because of Disability, the change in Coverage will take effect when the Employee returns to Active Work.

If an increase in Coverage together with existing Coverage exceeds the Noevidence Limit, the Employee must provide medical evidence of good health for the portion of the increased Coverage that exceeds the No-evidence Limit.

#### B.7 Premium waiver

Revised Sept. 1994

If an Employee is Disabled and receiving Benefits, Premium Payments are waived from the first of the month following the effective date of LTD Benefit.

### SECTION C

# AMOUNT AND PAYMENT OF BENEFITS

- C.1 Amount of Benefits payable

  The Plan will pay the amount of Benefit shown in the Benefit Schedule to an

  Employee who becomes Disabled while Covered under this Plan.
- C.2 Payment of Benefits .
  - C.2.1 Benefits become payable when an Employee's proof of claim is accepted.
  - C.2.2 Benefits are paid monthly, at the end of the month for which they are due.

Payments due for any period of less than one month will be calculated at a daily rate of one-thirtieth of the monthly rate.

C.2.3 If the Employee dies, any unpaid Benefits to which he or she was entitled before death will be paid to his or her estate.

If this Plan ends while an Employee is receiving Benefits, payment of Benefits will continue until one of the events described in paragraph C.4.2 occurs, subject to the provisions of paragraph F.3.

# C.3 Coordination of Benefits

- C.3.1 An Employee's Plan Benefits shall be reduced by such of the following benefits as may be applicable:
  - (i) any benefit for which the Employee is eligible under the Canada or Quebec Pension Plans by reason of the disability, but excluding therefrom any dependents benefits or cost-of living increases made under those plans after benefits begin;
  - (ii) benefits for which the Employee is eligible under any Workers' Compensation or similar law because of the disability;
  - (iii) 60% of the value (as determined by the Administrator) of housing or 60% of any housing allowance provide by the Employer within the period of disability;

(iv) any amount determined by the Administrator to be deductible under the "85% limitation rule" described below.

#### C.3.2 85% Limitation Rule

The intention of the rule is that an Employee shall not receive a total net income from Employment during disability greater than 85% of the net income received from Employment before disability. To achieve this the Administrator is empowered to determine the amounts set out as A and B below.

#### A. Net income during disability

The net income during disability shall be determined as the sum of:

- a) the net benefit determined under C.3.1 above after deduction of items (i), (ii) and (iii) but not item (iv).
- b) the amounts determined under C.3.1 (I), (ii) and (iii).
- c) any disability or retirement benefits payable under any group or association policy providing group insurance or retirement benefits but not including any individual policy.
- d) where permitted by law, any disability or loss-of-time benefits payable under any no-fault provision in any government plan of automobile insurance, payable as a result of the disability.
- e) payments provided under any other government plan or law or any other government agency as a result of the disability.
- f) amounts paid by any employer as salary continuance or severance pay.

#### C.4 Duration of Benefits

### C.4.1 Commencement of Benefits

Benefits begin on the first day after completion of the Elimination Period, provided the Employee has been Totally Disabled throughout that period.

If the Employee becomes Totally Disabled during a Leave of Absence and has maintained Plan Coverage, the Elimination Period begins on the first day of Disability. Benefits begin on the later of:

- (a) the specified date when the Leave of Absence would have ended, or
- (b) the first day after completion of the Elimination Period.

#### C.4.2 Termination of Benefits

If an Employee is Totally Disabled, Benefits continue until the earliest of the following events occurs:

- (a) the Employee is no longer Disabled;
- (b) the Employee retires or reaches age 65, whichever is earlier;
- (c) the Administrator requests in writing but does not receive proof that the Employee is Disabled;
- (d) the Employee fails to take a physical examination or mental evaluation requested by the Administrator without reasonable cause;
- (e) the Employee is no longer receiving medical care or treatment satisfactory to the Administrator;
- (f) the Employee, without reasonable cause, refuses to undertake any Rehabilitation Program suggested by the Administrator after receiving advice from a Physician;
- (g) the Employee fails to sign or comply with a repayment agreement as requested by the Administrator;
- (h) the Employee dies;

(i) the date on which Benefit payments cease according to the provisions of paragraph F.3.

# C.4.3 Partial Disability

An Employee who has been Totally Disabled throughout the Elimination Period and is unable to return to the duties of his or her usual occupation although able to undertake other paid employment, will continue to receive Benefits if:

- (a) other paid employment is undertaken under the supervision of a Physician, and
- (b) the arrangement is acceptable to the Administrator.

The Employee's Plan Benefit will be reduced by:

- (a) 50% of gross earnings from the new employment, and
- (b) any amounts received from the sources listed in paragraph C.3, and
- (c) the amount by which Plan Benefits, plus 100% of earnings from the new employment, plus any amounts paid from the sources listed in paragraph C.3, exceeds 85% of his or her Salary.

If a Disabled Employee returns to a different occupation with the same Participating Employer, an additional Benefit equal to 50% of his or her Salary will be paid for the first three months, allowing the Participating Employer to reduce the Employee's salary by 50% during that period.

# Benefits will continue until:

- (a) the Employee is able to return to the duties of his or her normal occupation, or
- (b) one of the events described in paragraph C.4.2 occurs.

#### C.5 Recurrent Disability

- C.5.1 If an Employee receiving Benefits returns to work Full-time and again becomes Disabled within six months due to the same or a related cause as the previous Disability, Benefits will recommence on the day the Disability recurs. The amount of Benefit will be based on the same Salary as the Employee's last claim under this Plan.
- C.5.2 If a Disabled Employee returns to work during the Elimination Period and once more becomes Disabled due to the same or a related cause as the previous Disability, subsequent periods of Disability will be considered a continuation of the first period of Disability, provided the Employee has not been Actively at Work for more than a total of 15 days during the Elimination Period.

### C.6 Cost-Of-Living Adjustment (COLA)

Each January following the calendar year in which Disability Benefits begin, a Disabled Employee's monthly Plan Benefits will be increased by a cost-of-living adjustment (COLA).

The COLA increase will be the lesser of:

- (a) the maximum cost-of-living adjustment shown in the Benefit Schedule; or
- (b) the percentage increase in the Consumer Price Index (CPI) for the 12-month period ending October 31 in the previous calendar year from the 12-month period one year earlier.

CPI increases in excess of the maximum cost-of-living adjustment will be carried forward for use in subsequent calendar years when the CPI increase is less than the maximum cost-of-living adjustment.

The COLA will be applied to the initial gross monthly Benefit, the initial Canada Pension Plan or Quebec Pension Plan benefits and the initial all-source limit. The Plan Benefits payable are then re-calculated according to the Coordination of Benefits procedure using the adjusted amounts.

No Benefit will be reduced due to a reduction in the CPI, but any reduction that would otherwise be made in accordance with the COLA increase formula will be offset against subsequent COLA increases.

# SECTION D REHABILITATION PROVISIONS

#### D.1 Rehabilitation Program

A Rehabilitation Program is any training program or work-related activity:

- (a) intended to help an Employee to return to the duties of his or her own occupation or any other paid employment, and
- (b) recommended or approved by the Administrator.

When deciding if a Rehabilitation Program is appropriate, the Administrator will assess such factors as the expected duration of Disability and the type of activity required to help an Employee back to work at the earliest possible time.

An Employee who, without reasonable cause as determined by the Administrator, refuses to participate in a Rehabilitation Program recommended by the Administrator, will no longer be entitled to Benefits.

#### D.2 Payment of Benefits

An Employee will continue to receive Benefits for the duration of any Rehabilitation Program undertaken that has the approval of the Administrator. If the Employee leaves the Program without the permission of the Administrator, payment of Benefits will stop immediately.

D.2.1 If entering a Rehabilitation Program involves employment at the Employee's former occupation or at a new occupation, Benefits will continue for the Initial Assessment Period.

Benefits will cease after the Initial Assessment Period ends, and if the Employee has been Totally Disabled for:

- (a) fewer than 24 months and is, from that time on, considered capable of performing the usual and customary duties of his or her former occupation, or
- (b) 24 months or more and is, from that time on, considered capable of performing the usual and customary duties of his or her former or a new occupation.

If, after the Initial Assessment Period, the Employee is not considered capable of performing the usual and customary duties of the former or new occupation, or Total Disability occurs by a recurrence of the same or a new Disability, Benefits are reinstated in full without a new Elimination Period

- D.2.2 If entering a Rehabilitation Program involves training rather than employment, payment of Benefits is extended to the later of:
  - (a) the end of the Rehabilitation Program, or
  - (b) the end of a period of post-training employment, the length of which will be determined by the Administrator.

#### Revised Sept. 1994

D.3 Determination of the amount of benefit while participating in an approved Rehabilitation program.

The amount of benefit will be determined in accordance with subsections C.1 and C.3, except that,

- (a) the "85% limitation rule" and all references to 85% of net income received from employment before disability shall be read as the "100% limitation rule" and 100% of net income received from employment before disability, and
- (b) subsection C.3.2A(f) shall be read to include amounts received from rehabilitative employment; and
- the "net income received from Employment before disability" as referred to in subsection C.3.2B shall be adjusted each year in accordance with subsection C.6, "Cost-Of-Living Adjustment (COLA)", disregarding the "Maximum adjustment".

# D.4 Repayment of expenses

Any reasonable expenses associated with a Rehabilitation Program will be paid by the Fund. Such expenses must be pre-authorized by the Administrator.

The amount of these expenses will not exceed three times the Employee's gross monthly Benefit or any higher amount which may be authorized by the Administrator.

#### SECTION E

#### CLAIMS PROVISIONS

#### E.1 Proof of claim

The Employee must promptly provide written evidence sufficient to verify any facts that are relevant to his or her Coverage or claim for Benefits. The evidence must be acceptable to the Administrator, and received by the Administrator on forms approved for this purpose within 90 days from the date Illness or Injury began.

Benefits will only be paid for periods for which the Administrator has received satisfactory proof that the Employee is entitled to Benefits.

An Employee living outside Canada may be required by the Administrator to return to Canada at his or her expense before the claim is approved and subsequently at least once each year, for medical, psychiatric, psychological, educational and/or vocational evaluations by examiners selected by the Administrator, or for rehabilitative training.

If this Plan terminates for any reason, and any claim for Benefits is not submitted to the Administrator within 60 days after the date of termination, Benefits will not be payable.

#### E.2 Right to receive and release information

The Administrator has the right, with the written consent of the Employee, to request, obtain and release information and records from or to any party if such information is required in order to administer a claim. Any person claiming Benefits must provide the Administrator with all information necessary to administer the claim. All such information will be held in strict confidence by the Administrator.

#### E.3 Right to examine

The Administrator has the right to require an Employee who is claiming Benefits to undergo a physical examination or mental evaluation when and as often as may be reasonable. The cost of such an examination or evaluation will be paid by the Fund.

#### E.4 Third party liability

When an Employee has a cause of action against a third party for income lost as a result of his or her Disability, a repayment agreement provided by the Administrator must be completed.

The Employee must also repay the Plan any overpayment resulting from the third-party liability. "Overpayment" refers to any payment included under C.3 in excess of the actual loss of income for any given week. Net legal fees and disbursements related to the wage loss portion of the claim against the third party are deducted. The repayment agreement must set out the calculation of the Employee's over-compensation in detail. This amount must then be paid directly to the Administrator by the Employee.

An Employee who does not obtain the written consent of the Administrator before entering into a compromised settlement of any claim with a third party will be considered to have recovered his or her full loss.

Following notification to the Administrator of the judgement or settlement, no further Benefits will be paid until the Plan has been repaid the amount stated in the repayment agreement.

If the third party awards the Employee a lump sum for loss of future earnings, the Administrator will calculate how much this represents in terms of monthly income and reduce the Employee's monthly Benefits accordingly. The repayment agreement will show details of this calculation.

If a monthly benefit is to be paid for loss of future earnings, Benefits will be reduced by this income.

# E.5 Facility of payment

Whenever payments which should have been made under this Plan have been made under any other plans, the Administrator has the right to pay over amounts owing directly to such other plans. The Plan will then be fully discharged from liability for such payments.

# E.6 Right of recovery

The Administrator has the right to recover excess Benefit payments from the Employee. If recovery cannot be made, payments from future claims may be reduced until the excess amount or ineligible expenses are recovered.

### E.7 Limitation of action

No legal action for the recovery of any claim may be brought against the Plan within 90 days or after one year from the expiration of the time in which proof is required.

#### E.8 Currency

All dollar amounts in this Plan are Canadian dollars.

#### E.9 Clerical error

An Employee's rights will not be prejudiced by any clerical error.

#### E.10 Assignment

The Employee may not assign Benefits to a third party.

#### SECTION F

# PLAN FUNDING

# F.1 Contributions

- F.1.1 Not later than 90 days following the beginning of each Plan Year the Administrator, on the advice of the Actuary, will establish the rate of contributions (expressed as a percentage of Salary) required to be paid in that Plan Year by Covered Employees. In preparing contribution advice to the administrator, the Actuary will, in accordance with accepted actuarial practice, take into account the Plan's expected benefit payments and expenses, the assets of the Fund, and the Plan's liabilities for future Benefit payments.
- F.1.2 Each Participating Employer will collect the required contributions from its Employees and remit them to the Administrator within 30 days following the end of the month for which the contributions are due, together with any additional information the Administrator may require for the administration of the Plan.

#### F.2 Reserves

42.

Within 90 days of each Plan Anniversary, the Actuary will, in accordance with accepted actuarial practice, review the Administrator's annual claims report and provide to the Administrator an estimate of the amount to be reserved for payment of unreported claims, and for future Benefit payments with respect to reported claims.

# F.3 Solvency and reduction of Benefits

- F.3.1 Should the Administrator determine at any time, on the advice of the Actuary, that the assets of the Fund, together with expected future contributions, are not sufficient to finance Plan Benefits, the Plan will be considered insolvent and the Administrator will so notify the Pension Committee within 30 days after making such a determination.
- F.3.2 On receiving the notification referred to in paragraph F.3.1, the Pension Committee will, to the extent it considers necessary to restore the solvency of the Plan, amend the Plan by reducing the amount and/or duration of Benefits with respect to claims arising both before and after the effective date of such amendment in such equitable manner as it considers appropriate.

#### SECTION G.

# FUND MANAGEMENT

G.1 Establishment of the Fund

The Administrator will deposit and hold in trust in the Fund all contributions made to the Plan, together with all investment earnings and capital appreciation of the Fund.

G.2 Appointment of a custodian

The Administrator will enter into an agreement with a custodian acceptable to the Pension Committee for the safe-keeping and administration of the assets of the Fund in excess of amounts required to meet Benefits and Plan expenses.

- G.3 Investment of the Fund
  - G.3.1 The Administrator will arrange for the assets of the Fund to be invested in investments that would be acceptable for a pension fund in accordance with the Ontario Pension Benefits Act and its Regulations, and in compliance with any instruction of the Pension Committee. In so doing, the Administrator will not be restricted to investments that would otherwise be permitted for monies held in trust.
  - G.3.2 The Administrator may delegate its responsibilities with respect to the investment of the Fund to a bank, trust company and/or investment counsel firm acceptable to the Pension Committee, and such organization will be required to invest the assets of the Fund in accordance with paragraph G.3.1.
- G.4 Payments from the Fund

The Administrator will authorize the payment from the Fund of the following amounts:

- (a) Benefits payable under the Plan;
- (b) administrative expenses and fees incurred in the operation of the Plan including but not limited to costs incurred by the Administrator in the operation of the Plan, custodial and investment management fees, fees related to medical examinations and advice, legal fees, actuarial and consulting fees and rehabilitation expenses;

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- (c) any taxes payable by the Fund under any law of Canada or of a province of Canada.
- G.5 Benefits payable only from the Fund
  G.5.1 The Fund will be the only source for the payment of Benefits.
  - G.5.2 In no event will any Employee or any Participating Employer be entitled to any recompense or damages from the Church, the Administrator, the Pension Committee or any of their agents or employees in respect of the operation of the Plan or on account of the inability of the Fund to provide Benefits.
  - G.5.3 Neither the Pension Committee, the Administrator nor any member, employee or agent thereof, shall be liable for any liability or debt of the Plan or the Fund contracted or incurred, nor for the non-fulfillment of any contract, nor for any other liability arising in connection with the administration of the Plan and the administration and the investment of the Fund; provided, however, that nothing herein shall exempt the Pension Committee, the Administrator nor any member, employee or agent thereof, from any liability, obligation or debt arising out of acts or omissions done or suffered in bad faith or through gross negligence or wilful misconduct. Neither the Pension Committee, the Administrator nor any member, employee or agent thereof, shall be liable for any action taken upon reliance on any instrument, certificate or paper believed by them to be genuine and to be signed or presented by the proper person or persons and shall be under no duty to make investigations nor inquiry as to any statement contained in any such document but may accept the same as conclusive evidence of the truth and accuracy of the statements therein contained. The Pension Committee and/or the Administrator may obtain trustees' and fiduciaries' liability insurance and pay the premiums for such

#### SECTION H

### GENERAL PROVISIONS

# H.1 Eligibility of Church-related employers

An Employer eligible to become a Participating Employer may become a Participating Employer by completing a written agreement with the Administrator whereby the employer agrees that:

- (a) the Administrator acts as the agent of all the Employers who Participate in the Plan, and
- (b) it will supply to the Administrator completed applications for Coverage for all Eligible Employees within 30 days of the date of the agreement, and
- (c) it will pay to the Administrator all Premium Payments collected from its Employees.

#### H.2 Plan administration

- H.2.1 The Administrator will maintain any records necessary to make Benefit determinations for the proper administration of the Plan.
- H.2.2 The Administrator will decide all matters regarding administration, operation and interpretation of the Plan.
- H.2.3 The Administrator will provide each Employee with a written explanation of the terms of the Plan and any Plan amendments.

### H.3 Amendment or termination of the Plan

- H.3.1 This document, including Sections A, B, C, D, E, F, G and H and the Benefit Schedule, constitutes the entire Plan and will not be changed except by an amendment approved by the Pension Committee.
- H.3.2 The Pension Committee hopes and expects to continue the Plan indefinitely but reserves the right to amend or terminate the Plan, either in whole or in part, at any time, without the approval or consent of the Participating Employers or the Employees.

H.3.3 If the Plan terminates, none of the assets of the Plan will revert to the Employees until provision has been made for all Benefits due before or after the date of termination.

### H.4 Applicable law

This Plan will be governed by and construed in accordance with the laws of the Province of Ontario, except as may be required for compliance with any law of any province of Canada in which any Employee is employed.

# H.5 Conformity to legislation

If this Plan does not conform to applicable laws in accordance with paragraph H.4, it is considered automatically amended to comply with the minimum requirements of that law.

# BENEFIT SCHEDULE

Monthly Benefit

60% of the first \$2,500 of Salary

plus 40% of Salary in excess of \$2,500

Maximum monthly Benefit

\$10,000

Elimination Period

119 days

Maximum Benefit Period

to age 65

No-evidence maximum

\$10,000

Maximum Cost-of-living Adjustment

3% per annum

#### ADOPTION OF PLAN

This Plan is adopted by the Pension Committee of the Anglican Church of Canada as of January 1, 1994.

Chairperson, Pension Committee date