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BDO Canada Limited
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June 17, 2024

Attention: Former employees of Terradyne Wellness Centre Ltd.

Dear Sir or Madam:

**In the Matter of the Bankruptcy of: Terradyne Wellness Centre Ltd. (“TWC”)
Estate No: 51-3091827
Date of Bankruptcy: June 12, 2024**

On June 12, 2024, TWC made an assignment in bankruptcy and the undersigned, BDO Canada Limited was appointed as the licensed insolvency trustee in the estate (the “Trustee”).

Former employees of the Company may be eligible to make a claim for any wages, vacation, termination and/or severance pay owing to them in the six (6) months immediately preceding the Bankruptcy Date pursuant to the Wage Earner Protection Program Act, as discussed further below.

In accordance with paragraph 21(d) of the Wage Earner Protection Program Act (Canada) (the “Wage Earner Protection Program” or “WEPP”), a legislation to establish a program for making payments to individuals in respect of wages and/or termination and severance owed by employers who are bankrupt, subject to a receivership, or other WEPP qualifying insolvency proceeding, the Receiver hereby gives notice of the existence of such program.

If you believe you are owed wages, vacation pay or termination amounts then, as required under WEPP, you must complete the attached proof of claim form and information sheet. Please make sure you complete every part highlighted in yellow.

Amounts claimed, other than those provided by statute, must be accompanied by supporting documentation. Any section not completed will delay the processing of your claim.

The claim must be signed and dated, and you must have your signature witnessed. The witness may be your spouse, friend or neighbour. Please return both completed forms via email to tmontesano@bdo.ca.

Upon receipt of the properly completed proof of claim form and the completed WEPP information form we will enter your data online with Service Canada and send you a copy of the Amended WEPP Employee Information Form. Once you receive the information form, you must apply for your potential payment under WEPPA with Service Canada. This can be done online at: <https://www.canada.ca/en/employment-social-development/services/wage-earner-protection/employee/apply.html> or in person at your nearest Service Canada Centre.

The general inquiry line at; Toll Free: 1 (866) 683-6516, TTY: 1 (866) 926-9105 should be contacted for any assistance. You will require the Estate ID: 51-3091827 (this number is the estate number with no hyphen), and the date of the Bankruptcy: June 12, 2024.

If you have received Employment Insurance (EI) benefits since the business closed, you may wish to speak to a Service Canada representative prior to completing these forms to determine how the WEPP claim may affect you EI benefits.

If you have any questions, please contact the nearest Service Canada office.

Yours very truly

BDO CANADA LIMITED
In its capacity as Trustee of
Terradyne Wellness Centre Ltd. and
not in its personal or corporate capacity

Neil Jones, CA, CPA CIRP, LIT
Senior Vice President

WEPPA INFORMATION FORM

File Name: Terradyne Wellness Centre Ltd.
FOR NOVA SCOTIA EMPLOYEES

if your last day worked was before December 12, 2023, you DO NOT HAVE A CLAIM and do not need to complete this form.

Employee Name

Email Address

Mailing Address

SIN

First Day Worked

Last Day Worked

Hourly Rate of Pay \$

Average Hours Worked Per Week

Type of Employment (FT, PT, Seasonal, Casual)

Occupation Title

Reason for Departure

Wages O/S (A) \$

Wages owed and not paid between November 16, 2023 and your last day worked

Vacation O/S (B) \$

Vacation pay earned and not paid between November 16, 2023 and your last day worked

Number of weeks of written notice regarding termination

Termination Pay O/S (C) \$

Termination Pay - please see back side of form for entitlement weeks

Severance/termination is determined by Labour Standards Act

Total Claim (A+B+C) \$

For 2024 claims will be capped by Service Canada at \$8,507.66, gross.

Please return your form via email to:

Email tmontesano@bdo.ca

Ending the Employment of 10 or More Employees (Group Notice)

The Labour Standards Code says that an employer must give notice to employees and the Minister of Labour, Skills and Immigration when firing or laying off 10 or more employees within any period of 4 weeks or less. The amount of notice groups of employees are entitled to receive depends on the numbers being laid off:

- 8 weeks' notice for a group of 10 to 99 employees
- 12 weeks' notice for a group of 100 to 299 employees
- 16 weeks' notice for a group of 300 or more employees

<https://novascotia.ca/lae/employmentrights/employernowork.asp>



A PROGRAM TO PROTECT WORKER'S WAGES!

What is it?

The Wage Earner Protection Program (WEPP) is a Government of Canada program that provides timely payment of eligible wages owing to workers whose employer has gone bankrupt or become subject to receivership. Eligible wages under the Program include salaries, commissions and vacation, termination and severance pay.

Who is eligible?

Any worker who meets all of the following criteria can apply:

- your employment has ended;
- your former employer is declared bankrupt or is subject to a receivership; and
- your former employer owes you:
- wages and vacation pay earned during the six-month period ending on the date of the bankruptcy or receivership*; and/or
- termination or severance pay for employment that ended during the six-month period ending on the date of the bankruptcy or receivership.*

How does it work?

- When your former employer formally declares bankruptcy or becomes subject to receivership under the *Bankruptcy and Insolvency Act*, a licensed trustee or receiver will be appointed to administer the bankruptcy or receivership.
- The trustee or receiver assigned to administer the bankruptcy or receivership will provide you with information on the Program and on any amounts you are owed.
- You should file a proof of claim with the trustee or receiver as soon as possible. A proof of claim is a written statement you submit indicating the amount you are owed. The trustee or receiver can help you complete the proof of claim statement.
- You must then submit your application for payment to Service Canada by completing the application form found on the Service Canada website. If you do not wish to apply online, you can obtain a paper application form at your nearest Service Canada Centre.

** If your former employer went through restructuring before declaring bankruptcy or going under receivership, the eligibility period in which the amounts must be earned and in which employment has to end starts six months before the restructuring event and ends on the date of bankruptcy or receivership. For the purposes of the WEPP, a restructuring event is a proposal under Division I of Part III of the Bankruptcy and Insolvency Act or proceedings under the Companies' Creditors Arrangement Act.*



Trustees and receivers are obligated to:

- identify workers who are owed eligible wages;
- determine the amounts owed to workers;
- inform workers of the existence of the WEPP; and
- provide Service Canada and applicants with information necessary to establish eligibility for payment.

Applications must be submitted to Service Canada within 56 days from either the date of bankruptcy or receivership or the date your employment ended. Extensions may be granted if circumstances beyond your control prevent you from filing within the prescribed time frame. A written explanation for the delay must be provided.


How much will I receive?

The maximum amount you can receive under the Program is an amount equalling seven weeks' maximum insurable earnings under the *Employment Insurance Act*, less amounts that are prescribed by WEPP regulations.

How do I get more information?

For further information on the Wage Earner Protection Program or the status of your application, please call the Service Canada dedicated information line:
Toll-free: 1-866-683-6516
(TTY: 1-800-926-9105),
or visit the Service Canada website at www.servicecanada.gc.ca or the Labour Program website at www.labour.gc.ca.

When inquiring about the status of your application you will need to provide your Social Insurance Number.



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It is also available upon request in multiple formats (large print, Braille, MP3, audio CD, e-text CD, DAISY, or Accessible PDF), by contacting 1 800 O-Canada (1-800-622-6232).
By teletypewriter (TTY), call 1-800-926-9105.

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PDF
Cat. No.: Em8-15/2019E-PDF
ISBN: 978-0-660-29092-8

ESDC
Cat. No. : LT-199-01-19E