

Section: Terms and Rules of Employment	Policy Number: D-1.5
Sub-section: Scheduling	Effective Date:
Subject: Statutory Holidays	Revision Date: Bylaw 97-19 November 19, 2019

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Statutory Holidays

Purpose:

To outline the days on which employees are entitled to a paid holiday.

Policy:

1. In accordance with the Employment Standards Act and as approved by Municipal Council you are entitled to the following paid public holidays:
 - New Year's Day;
 - Family Day
 - Good Friday;
 - Victoria Day;
 - Canada Day;
 - Civic Holiday;
 - Labor Day;
 - Thanksgiving Day;
 - Christmas Day;
 - Boxing Day.
2. In addition, we will grant you two individual floater days.
3. To qualify for paid public holidays, you must:
 - Have worked your regularly scheduled day before and the regularly scheduled day after the holiday (unless you have been granted a day off on one of those days).
 - Payment for the holiday will be equal to the total amount of wages and vacation pay received in the four weeks before the work week in which the public holiday occurred, divided by 20: or
 - If some other manner of calculation is prescribed, the amount determined using that manner of calculation.