

Statutory Holidays

Date Approved by Council: 14/02/2024

Resolution: 2024-02-13-05

Review Date: February 2027

Related Bylaw: N/A

Amendments:

Purpose

This policy has been adopted to provide guidelines for office closures related to statutory holidays. Holidays designated by federal, provincial and civic authorities will be recognized as statutory holidays for employees.

Guidelines

The following days will be holidays for the Village of Arrowwood and the office will be closed on these days:

New Year's Day
Family Day
Good Friday
Easter Monday
Victoria Day
Canada Day
Heritage Day

Labour Day
National Day for Truth and Reconciliation
Thanksgiving Day
Remembrance Day
Christmas Day Boxing Day

If a holiday falls on a day that is normally a workday for an employee, the employee will receive that day as a holiday with full regular pay.

If a holiday falls on a day that is normally a workday for an employee and the employee works on that day at the direction of the CAO or Council, the employee is entitled to full regular pay for that day plus 1.5 times the employee's wage rate for each hour of work that the employee worked on the day of the holiday.

If a holiday falls on a day that is not normally a work day for the employee and the employee works on that day at the direction of the CAO or Council, the employee is entitled to pay at 1.5 times the employee's wage rate for each hour worked on the day of the holiday.

Holidays falling on a Saturday or Sunday will be determined to fall on the next business day, unless otherwise established by Council.