

Rural Municipality of Meadow Lake #588 Policy

Policy #HR-002

Policy Title: Statutory Holidays

Policy Objective:

To define pay and days off related to Statutory Holidays for Non-Union employees

Authority:

Council Resolution #300/14

Dated: September 8, 2014

Policy:

1. This policy applies to non-union employees of the municipality. Terms and conditions related to statutory holidays for unionized employees will be as specified in the Collective Agreement.
2. When a statutory holiday falls on an employees' annual vacation or scheduled day off, the employee shall be granted an additional day off.
3. Statutory holiday pay shall be governed by Saskatchewan Labour Standards.
4. The following days shall be considered as statutory holiday:

New Year's Day	Saskatchewan Day
Family Day	Labour Day
Good Friday	Thanks giving
Easter Monday	Remembrance Day
Victoria Day	Christmas Day
Canada Day	Boxing Day
5. When an employee is required to work on a statutory holiday, the employee shall be paid, in addition to his/her regular hourly pay for that day, on and on-half (1 ½) times his regular pay for each hour or part of an hour works. For salaried employees, the employee shall be given a day off in lieu.
6. Employees who are absent from work for any of the following reasons shall not be entitled to pay for holidays which occur during their absence:
 - Leave of absence
 - Workers Compensation
 - Lay Off

