



General Holidays Procedure

The following days are recognized holiday days:

1. New Year's Day
2. Good Friday
3. Victoria day
4. Canada Day
5. Labour Day
6. Thanksgiving Day
7. Remembrance Day
8. Christmas Day
9. Boxing Day

Include the following two holidays as established by the Province of Manitoba:

1. Louis Riel Day
2. Civic Holiday (August)

Also to include the following First Nations holidays:

1. Aboriginal Justice Day
2. Aboriginal Solidarity Day
3. Aboriginal Veterans Day

School, Maintenance and Administration staff, will either be scheduled off for these days in accordance with the school calendar or an alternate day will be chosen for the holiday, where legislation permits.

As a 24/7 facility, the lodge staff will work their scheduled days, and if a holiday occurs on that scheduled day, the employee will as follows:

Full-Time Staff :

- If an employee is scheduled to work on a stat day (General Holiday), then that employee will received double time for hours worked.
- If an employee is not scheduled to work on a stat day, but does work 5 days in that week the employee will bank a stat day will be paid out the next day they work.

Part-time staff or casual staff

- All part-time or casual staff are paid bi weekly a stat premium of 4.62% based on gross wages. This is for general holiday pay that will occur during the year. You are entitled to be paid general holiday pay, regardless if you work the general holiday (stat).
- If you work the stat day, you will be paid 1.5 times your wages or at the rate of overtime.
- If you do not work the holiday, you will not receive any more than the general holiday pay that your receive bi weekly.

Kitchen Staff

- Kitchen staff will be asked to take a day in lieu if they are scheduled to work the stat day. The kitchen staff unlike the lodge staff have the ability to work with flexible schedules to allow for a person to take a day in lieu without a cause for safety. No kitchen staff will be paid double time, for a stat day.

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