

**Manitoba & Winnipeg Dealerships are governed
under the
Retail Businesses Holiday Closing Act and the
Employment Standards Code**

As such, this is your ruling for the following:

November 2007

General Holiday Pay

All of the General Holidays, New Year's Day, Louis Riel Day, Good Friday, Victoria Day, Canada Day, Labour Day, Thanksgiving Day and Christmas are paid the same. The Employee is paid 1.5 times the regular wage for hours worked on the holiday and 5% of their earnings in the 28 days before the general Holiday. For Full time employees that works out to a regular day of pay.

More information may be found at:

<http://www.gov.mb.ca/labour/standards/doc%2Cgen-holidays-after-april-30-07%2Cfactsheet.html>

<http://www.gov.mb.ca/labour/standards/doc%2Csunday-holidays%2Cfactsheet.html>

<http://www.gov.mb.ca/labour/standards/doc%2Cremembrance-day%2Cfactsheet.html>

*Detailed information regarding General Holiday Pay may be found on the
Employment Standards website:*

<http://www.gov.mb.ca/labour/standards/doc.gen-holidays-after-april-30-07,factsheet.html#q520>

Or on the Department of Justice website on:

http://laws.justice.gc.ca/en/showdoc/cs/H-5//20070606/en?command=home&caller=SI&search_type=all&shorttitle=holidays%20act&day=6&month=6&year=2007&search_domain=cs&showall=L&statuteyear=all&lengthannual=50&length=50

LOUIS RIEL DAY - 3rd Monday in February

Louis Riel Day is a General Holiday but does have a different twist to it. Rules are the same as Victoria Day & Thanksgiving day. You can be open from Noon to 6:00 P.M., but it is expensive. **Employees MUST be paid one & a half times their regular rate of pay for all hours worked.** PLUS all employees are entitled to 5% of their gross regular earnings in the previous four weeks.

GOOD FRIDAY - VARIES EVERY YEAR

- 2008 - March 21
- 2009 - April 10
- 2010 - April 02

Good Friday is a Statutory Holiday In Manitoba, if your business normally operates with 4 or more employees you can NOT be open on Good Friday. Employees are paid for the Statutory Holiday if they meet the requirements. Easter Sunday is not a General Holiday, but it is a Sunday that businesses can not be open on.



VICTORIA DAY – May 21ST

Victoria Day is a General Holiday, but does have a different twist to it. You can be open from Noon to 6:00 P.M., but it is expensive.

Employees MUST be paid one & a half times their regular rate of pay for all hours worked. PLUS all employees are entitled to 5% of their gross regular earnings in the previous four weeks.

CANADA DAY - JULY 1

July 1st is a General Holiday and is governed under the following rules:

“In Manitoba, if your business normally operates with 4 or more employees, **YOU CANNOT BE OPEN ON CANADA DAY.** Canada Day is normally July 1, but when July 1 is a Sunday, Canada Day is July 2. No substituting another day. You **MUST** be closed Canada Day.” All employees are entitled to General Holiday pay

If the holiday falls on a Saturday, for staff that normally doesn't work on the Saturday, your business must designate another day as the Holiday. If you choose the Monday, no more needs to be done. If Friday is the substitute day, the majority of your staff must agree in writing. **If you try to split half of the staff taking Friday off & half the staff taking Monday off, and you keep your business open both days, it is expensive. You are declaring two general holidays at your business, and you must pay as such.** This ruling can be found at www.gov.mb.ca/labour/standards index employee standard codes, Sections 29(2), 30(1), & 30(2).

CIVIC HOLIDAY - FIRST MONDAY IN AUGUST

In Manitoba, This is a **CIVIC HOLIDAY**, with no legislation re closing. It is not a Statutory or General Holiday in Manitoba. If you are open, your staff receives regular pay unless you have a different company policy for your employees for that day.

LABOUR DAY - FIRST MONDAY IN SEPTEMBER

Manitoba Dealerships are governed under the Retail Businesses Holiday Closing Act. As such, this is your ruling for Labour Day:

- CAN NOT BE OPEN - General Holiday
 - “In Winnipeg, if your business normally operates with 4 or more employees, **YOU CANNOT BE OPEN ON LABOUR DAY**. No substituting another day. You **MUST** be closed.”
 - All employees are entitled to General Holiday Pay
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THANKSGIVING DAY - 2ND MONDAY IN OCTOBER

Thanksgiving Day is a General Holiday, but does have a different twist to it. You can be open from Noon to 6:00 P.M., but it is expensive. See above General Holiday Pay.

Employees **MUST** be paid one & a half times their regular rate of pay for all hours worked and 5% of their earnings in the 28 days before the general holiday. For full time employees, that works out to a regular day of pay.

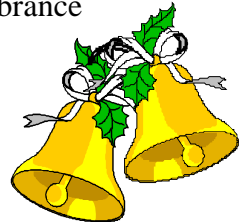
REMEMBRANCE DAY - NOVEMBER 11

Remembrance Day is NOT a General holiday. Retail Business establishments may operate on Remembrance Day, but may only be open to the public prior to 9:00 A.M. and after 1:00 P.M. An employee who is required to, and works on Remembrance Day shall be paid one & a half times the regular rate of pay for all hours worked, but for not less than half the normal working hours of a regular working day. The employee may also be entitled, if they qualify, to receive regular pay in addition to the wages earned for working on Remembrance Day.

It is common practice for employers to give their employees the day off with pay however, this is not a requirement. It is not necessary to pay your employees for that day, unless you have an agreement with them that states differently.

If Remembrance Day falls on a Sunday, then it will not be an issue, as Sunday is a regular dealership closing day.

In any retail business establishment, an employee may refuse to work on Remembrance Day, if the employee gives notice at least 14 days before Remembrance Day.



CHRISTMAS DAY - DECEMBER 25

BOXING DAY - DECEMBER 26

NEW YEAR'S DAY - JANUARY 1

In Winnipeg, if your business normally operates with 4 or more employees you can NOT be open on **Christmas Day or New Year's Day**. Employees are paid for the General Holiday if they meet the requirements.

Boxing Day is not a Statutory Holiday. It is a regular working day. Employees can be given the day off without pay. If you have an agreement with your employees that they be given Boxing Day off with pay, that agreement must be honoured.

