



POLICY

Sick Leave	
Policy Number 130-014	Supersedes Policy Number 6-50
Effective Date 2008-10-20	Approved by Council (Meeting Date / Motion) 2008-10-20 / 06-10-08

1.0 Purpose

It is the policy of the Town of Wolfville to establish a policy for awarding and use of sick leave benefits. This policy will not apply to any employee with a current employment contract with the Town or any employee covered under a collective agreement unless the contract or agreement contains a direct reference to this policy.

2.0 Scope

This Policy is applicable to all employees of the Town of Wolfville.

3.0 References

- 3.1 Sick Leave SOP 130-811

4.0 Definitions

- 4.1 **Sick Leave** is a leave of absence granted because of illness.

5.0 Policy

5.1 Specific Objectives

The objectives of this Policy are to:

- a) determine the sick leave benefits of employees
- b) define how and when sick leave benefits are accumulated and used.

5.2 General Provisions

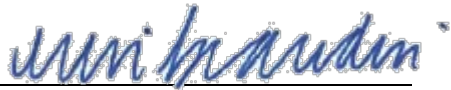
- a) Employees who are eligible for group insurance benefits accumulate sick leave credits of one and one-half (1.5) days per month up to a maximum of 90 days for those employees hired after March 16, 1998, and 180 days for those employees hired prior to that date. Sick leave is available to employees who are medically



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unable to work due to sickness or injury. Sick leave is not available for any absence compensable under Workers Compensation.

- b) All permanent seasonal or part time employees will be granted a prorated portion of one and one-half (1.5) days sick leave per month based on the percentage of working days completed in that month.
- c) No payment will be made to any employee in settlement of or in payment of any sick leave accumulation or portion thereof.



CAO

2008-10-20

Date