

TOWN OF STRATFORD - COUNCIL POLICY

Name:	Sick Leave Accrual Policy	Policy Number:	2007-FA-02
Committee:	Finance Committee	Approval Date:	December 12, 2007

1. Introduction

Employees earn sick leave credits at the rate of one and one-quarter (1 1/4) days for each calendar month for which he or she works for at least ten (10) days. An employee shall be granted sick leave with pay up to the amount of sick leave credits earned when he or she is unable to perform his or her duties because of illness or injury subject to the personnel policy.

Sick leave credits may be accumulated to a maximum of two hundred (200) days. Employees who reach age 60 may take a lump sum payment of one-half (1/2) of their accumulated sick leave credits up to a maximum of seventy-five (75) days payment. At the discretion of the employee, the sick leave credit retirement payout may be held over to the following taxation year where allowed by taxation legislation.

2. Calculation of Sick Leave Accrual

Sick leave will be accrued after an employee reaches the age 50. Employees are not eligible to retire until age 60 under the personnel policy. The Town of Stratford will accrue 10% of the accumulated sick leave each year for each employee who is age 50 and over until they reach retirement age.