

# 2026 PAYROLL CALENDAR AND HOLIDAY SCHEDULE



January							February							March						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3														
4	5	6	7	8	9	10	1	2	3	4	5	6	7	1	2	3	4	5	6	7
11	12	13	14	15	16	17	8	9	10	11	12	13	14	8	9	10	11	12	13	14
18	19	20	21	22	23	24	15	16	17	18	19	20	21	15	16	17	18	19	20	21
25	26	27	28	29	30	31	22	23	24	25	26	27	28	22	23	24	25	26	27	28
														29	30	31				

  

April							May							June						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4						1	2		1	2	3	4	5	6
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30				

  

July							August							September						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4							1			1	2	3	4	5
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26
26	27	28	29	30	31		23	24	25	26	27	28	29	27	28	29	30			
							30	31												

  

October							November							December						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3										1	2	3	4	5
4	5	6	7	8	9	10	1	2	3	4	5	6	7	6	7	8	9	10	11	12
11	12	13	14	15	16	17	8	9	10	11	12	13	14	13	14	15	16	17	18	19
18	19	20	21	22	23	24	15	16	17	18	19	20	21	20	21	22	23	24	25	26
25	26	27	28	29	30	31	22	23	24	25	26	27	28	27	28	29	30	31	1	2
							29	30												

### Paid Holidays

- **New Year's Day – Thurs, Jan 1<sup>st</sup>, 2026**  
(weCHC will be closed)
- **Family Day – Mon, Feb 16<sup>th</sup>**  
(weCHC will be closed)
- **Good Friday – Fri, Apr 3<sup>rd</sup>**  
(weCHC will be closed)
- **Victoria Day – Mon, May 18<sup>th</sup>**  
(weCHC will be closed)
- **Canada Day – Wed, July 1<sup>st</sup>**  
(weCHC will be closed)
- **Civic Holiday – Mon, Aug 3<sup>rd</sup>**  
(weCHC will be closed)
- **Labour Day – Mon, Sept 7<sup>th</sup>**  
(weCHC will be closed)
- **Thanksgiving Day – Mon, Oct 12<sup>th</sup>**  
(weCHC will be closed)
- **Christmas Day – Fri, Dec 25<sup>th</sup>**  
(weCHC will be closed)
- **\* Boxing Day – Sat, Dec 26<sup>th</sup>**  
(In Lieu Day - Mon, Dec 28 - Centre open with limited staff)
- **New Year's Day – Fri, Jan 1<sup>st</sup> 2027**  
(weCHC will be closed)

  **HR/IT Orientation Days**  
If Monday is a Stat Holiday, then orientation will take place on a Tuesday

### Payroll Notes

- is the deposit date.
- are paid holidays.
- is the Payroll Cut-off Date for Timecards, Expenses, and Leave Requests.

Payroll is deposited BI-WEEKLY (paid every two weeks on Thursdays)

The BI-WEEKLY payroll period will run from Saturday to the second following Friday.

All Request for Absence's must be approved, by your Lead/Manager/Director.

Any late information will be added to the next payroll run.

**Paid Holidays** will be observed on the actual day they fall or in cases where a holiday falls on a weekend, an in-lieu day will be identified as the day weCHC will observe the holiday. Employees who work on any of the noted holidays (in-lieu days) will bank the hours to be used at an alternate time or day. Where a holiday falls on a regularly scheduled day off, employees will bank the hours to be used at an alternate time or day.

**\*Boxing Day** - As per Ministry of Health Guidelines, CHC's shall not be closed for more than 3 consecutive days. As a result, an alternative work date (with limited staff/hours) will be confirmed in April 2026.