

# BULLETIN

## **Interim Vacation Policy Statement**

As part of labour disruption planning, the City has introduced an interim vacation policy to ensure service continuity and to maintain staffing levels. We have been informed that all vacation requests for the period of January 6 to May 2, 2025 must receive approval from Division Heads. Under Section 35 of the Employment Standards Act, the City retains the right to approve or deny vacation requests, based on operational needs.

COTAPSA will advocate for a fair and reasonable approach to evaluate these requests, recognizing that exceptions may be necessary under certain circumstances.

Members may have other questions relating to a potential labour disruption. COTAPSA is currently preparing an FAQ regarding other concerns members may have and will be sending this out shortly.

Should you have any questions and/or concerns please contact COTAPSA at [cotapsa@toronto.ca](mailto:cotapsa@toronto.ca) or (647) 519-5115.