



Staff Report

Report To: Council Meeting

From: Magda Badura, CAO/Treasurer

Date: 2024-05-23

Subject: Health & Safety – Harassment and Violence in the Workplace Policy

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Health & Safety – Harassment and Violence in the Workplace Policy and That West Elgin Council approves the proposed revisions to the policy.

Purpose:

The purpose of this report is to seek council's authorization on the revisions to the Harassment and Violence in the Workplace Policy to ensure compliance with the legislative requirements of the OHSA (Ontario Health and Safety Authority).

Background:

Harassment and Violence in the Workplace Policy (HR 9.1) was approved by West Elgin Council on March 28, 2019. According to Sec. 32.0.1

(1) An employer shall,

- a) prepare a policy with respect to workplace violence;
- b) prepare a policy with respect to workplace harassment; and
- c) review the policies as often as is necessary, but at least annually. 2009, c. 23, s. 3.

Since 2019, the Health and Safety Committee has reviewed this policy annually. This year, the committee suggested minor changes and clarifications regarding contact information and emphasized the confidentiality aspect. Our plan is to enhance this policy with additional training available through OSG and to select an additional online training module that complements the updated policy.

Financial Implications:

There are no financial implications.

Policies/Legislation:

Ontario Occupational Health and Safety Act Sec. 32.

Alignment with Strategic Priorities:

Infrastructure Improvement	Recreation	Economic Development	Community Engagement
<input type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth.	<input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents.	<input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living.	<input type="checkbox"/> To enhance communication with residents.

Respectfully submitted by,

Magda Badura
CAO/Treasurer

Report Approval Details

Document Title:	Health and Safety - Harassment and Violence in the Workplace Policy - 2024-16-Administration Finance.docx
Attachments:	
Final Approval Date:	May 17, 2024

This report and all of its attachments were approved and signed as outlined below:

Terri Towstiac