



MUNICIPALITY OF **West Elgin**

Staff Report

Report To: Council Meeting

From: Robin Greenall, Chief Administrative Officer

Date: 2025-08-14

Subject: Harassment and Violence in the Workplace – Program and Policy Review

Recommendation:

That West Elgin Council hereby receives the Harassment and Violence in the Workplace policy and program report from Robin Greenall, CAO, AND

That the West Elgin Council approves and adopts the Harassment and Violence in the Workplace policy and program, AND

That the West Elgin Council Repeal by-law 2019-30.

Purpose:

The purpose of this report is to provide Council with an annual review of the West Elgin Harassment and Violence in the workplace policy and program.

Background:

The Occupational Health and Safety Act of Ontario (OHSA) requires all employers to have in place Harassment and Violence in the Workplace policy and program to establish minimum standards and set out the rights and duties of all those who have a role in dealing with workplace violence and workplace harassment. This policy and program is to be reviewed annually.

The West Elgin Harassment and Violence in the Workplace Policy and Program was adopted in 2019 and is annually reviewed by the Joint Health and Safety Committee (JHSC), Council, and all staff.

The JHSC has reviewed the Harassment and Violence in the Workplace Policy and Program; minor grammatical errors were corrected, and moved the policy and program be sent forward for Council's considerations. Please see attached policy and program. Once adopted by Council the policy and program will be delivered to all staff for their review.

It is recommended that Council adopt the policy as presented, and the previous revision(s) and by-law be repealed.

Financial Implications:

There are no financial implications.

Policies/Legislation:

[Occupational Health and Safety Act, R.S.O. 1990, c. O.1](#)

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,

Robin Greenall, CAO