

Municipality of Lakeshore – Report to Council

Corporate Services

Workforce Development



To: Mayor and Members of Council

From: Lisa Granger, Chief Workforce Development Officer

Date: October 28, 2024

Subject: 2024 Annual Review of the Workplace Violence and Harassment Policy and the Health and Safety Policy

Recommendation

Renew the Workplace Violence and Harassment Policy and the Health and Safety Policy, as presented at the November 19, 2024 Council meeting.

Strategic Objectives

Annual renewal of the Workplace Violence and Harassment Policy in accordance with regulations and *Occupational Health and Safety Act (OHS)*.

Background

Annually, each Employer in Ontario must review their Workplace Violence and Harassment Policy for updates, accuracy and compliance with the *Occupational Health and Safety Act (OHS)* of Ontario as a requirement under *OHS*. In addition, it has been a best practice to review the Health and Safety Policy at the same time.

Comments

Attached are the current Workplace Violence and Harassment Policy and Health and Safety Policy for the Municipality of Lakeshore. There are no changes recommended to these policies at this time.

The Workplace Violence and Harassment Policy was vetted by Hicks Morley in early 2023 at which time many changes were made. Council reviewed and adopted Bylaw 78-2023 during the regular Council meeting on September 26, 2023. There have been no changes to the legislation since Council last reviewed the policy.

The Health and Safety Policy was reviewed by Council and Bylaw 79-2023 was adopted during the regular Council meeting on September 26, 2023. There have been no changes to the legislation since Council last reviewed the policy.

Administration is recommending renewing both policies with no changes.

Financial Impacts

There are no financial impacts as a result of this report.

Attachments

Appendix A: Workplace Violence and Harassment Policy

Appendix B: Health and Safety Policy

Report Approval Details

Document Title:	2024 Annual Review of the Workplace Violence and Harassment Policy and the Health and Safety Policy.docx
Attachments:	- Appendix A - Workplace Violence and Harassment Policy.pdf - Appendix B - Health and Safety Policy.pdf
Final Approval Date:	Nov 4, 2024

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

Prepared by Lisa Granger

Submitted by Justin Rousseau

Approved by the Corporate Leadership Team