

# INFECTIOUS DISEASES AND VACCINES POLICY

As always, the Town of Minto is committed to safeguarding the health, wellbeing and safety of our employees. This includes both physical and psychological health and safety.

The Town also has a legal duty under the *Occupational Health and Safety Act* (OHS), to take reasonable precautions to protect workplace health and safety, including hazards posed by infectious disease such as COVID-19 and associated variants.

## EXPECTATIONS

We are implementing this infectious disease and vaccine policy to reflect recommendations from Public Health Ontario and Health Canada. This policy currently applies to the COVID-19 pandemic but there may be other public health risks in the future including another pandemic that require vaccinations and public safety measures. We want to make sure we are ready to meet those challenges.

To ensure our respective health and safety, we expect you to follow public health guidance and to get vaccinated, including getting any required second dose or booster shot. The COVID-19 vaccines being offered in Canada are all considered effective and safe and are the best means to enable us to live in a world free of unnecessary lockdowns. We also want everyone to be able to work onsite and vaccines are the best route for that to happen.

## ACCOMMODATION BASED ON THE ONTARIO HUMAN RIGHTS CODE

If you require an exemption from this policy for medical or religious reasons, or for any other reason protected under the *Human Rights Code* please speak to the CAO. We may require documentation to support this request, which we will keep confidential.

Please note: the *Human Rights Code* does not require employers to accommodate people who choose not to get a vaccine for non-Code-related reasons.

If you need accommodation, we will work with you to create an accommodation plan. That plan will consider the health and safety risk to you and to others in the workplace.

The accommodation plan may result in changes to your duties or location. For example, you may be asked:

- to work from home or in a location away from others where applicable, or
- to adjust your working hours so that you can be in at the workplace when other people are not present.

We will select the method that is least disruptive to you and poses the least risk to the health and safety of others.

## PROCEDURES

We want to make it easier for you to get your vaccine and need to track who has received one. So, these procedures apply to our vaccine plan:

- Please book the soonest appointment available. We will provide you with paid time off to get vaccinated if you cannot find an appointment outside working hours within a reasonable time frame.
- If you cannot work because of vaccine-related side effects, you will be paid for any necessary time off which will not count against your existing sick or vacation days.
- We may require you to provide proof of vaccination which we will maintain in a confidential file.
- Even if you are vaccinated you will still have to wear PPE in the workplace until public health remove this requirement.
- If people who are fully vaccinated are no longer legally required to wear PPE in the workplace, unvaccinated employees may have to continue to wear full PPE when onsite to protect others. Although the risk of infecting someone who has been vaccinated is low, there is still a risk.

Getting vaccinated is an important public health measure. Thank you for doing your part.