

	<b>THE CORPORATION OF THE COUNTY OF LAMBTON POLICY MANUAL</b>			
	Subject:	<b>COVID-19 Mandatory Vaccination</b>	<b>Section H04</b>	<b>Policy #35</b>
	Effective Date:	September 14, 2021	Approved By: C.A.O General Managers	
	Revision Date:	September 14, 2021		

**PURPOSE**

COVID-19 has had an unprecedented impact in the community, workplace and on the County's operations and services. COVID-19 infection leads to illness that can include serious illness and possibly death.

Over the course of the COVID-19 Pandemic, numerous health and safety measures have been implemented in an effort to avoid the transmission of COVID-19 between and amongst co-workers and those we serve.

As highly transmissible variants of COVID-19 emerge, infecting at a greater rate unvaccinated individuals, who are then more prone to serious illness, hospitalization and to transmitting the virus to others, vaccination against COVID-19 has emerged as a safe, reasonable, and effective protection against COVID-19. Vaccination has been shown to be effective in reducing COVID-19 transmission and to provide a high degree of protection against infection and serious illness from COVID-19 and its variants.

The health and safety of County employees and those we serve is a priority.

In an effort to:

- maintain a healthy and safe workplace for all,
- reduce the risks of transmission and serious illness associated with COVID-19 and its variants, and
- prevent outbreaks in the workplace,

the County has mandated this vaccination policy to reduce the risk of COVID-19 in the workplace.

**DEFINITIONS**

For the purpose of this Policy:

**"Employee(s)"** means employees of the County, individuals providing personal services to the County under contract, students and volunteers.

**"Rapid Antigen Test(ing)"** means an antigen screening test approved to screen asymptomatic individuals for COVID-19.

**"Vaccinated"** means to be fully treated with, and having received a complete series of, a COVID-19 vaccine approved for use in Canada by Health Canada (e.g. two doses of two-dose vaccine series) for a period of at least fourteen (14) days.

**"Workplace"** means any premise, land, location, vehicle or thing where an Employee works but does not include an employee's home while the employee is participating in a work from home arrangement.

## **POLICY**

On and subject to the terms and conditions indicated below, Employees attending a Workplace shall be vaccinated against COVID-19.

## **RESPONSIBILITY**

The County and its Employees have a responsibility to take all precautions reasonable in the circumstances to safeguard health and safety in the workplace. To that end, it is essential that the County and its Employees be Vaccinated against COVID-19 in accordance with this policy.

## **PROCEDURE**

### **1.0 Employees**

- a) Save and except as stated in section 2.0 below, every Employee attending and/or working from a County Workplace shall be vaccinated against COVID-19.
- b) Employees subject to paragraph a) above shall submit proof of their vaccination to the County no later than October 22, 2021. Individuals who are not Employees of the County as at the effective date of this Policy shall submit proof of being Vaccinated prior to their start date or proof of having scheduled an appointment for a second vaccination dose within no more than six (6) weeks of their start date.
- c) For the purposes of this Policy and in particular paragraph b) above, proof of vaccination shall be limited to a copy of:
  - i) a vaccination receipt issued by a public health authority,
  - ii) a vaccination receipt issued any Province, and/or
  - iii) a vaccination passport issued by a Province and/or Government of Canada.

- d) An Employee who has not submitted proof of vaccination by the deadline stipulated in paragraph b) above shall submit to regular COVID-19 Rapid Antigen Testing, at his or her cost and on his or her own time, no less than:
  - i) once every seven (7) days, or
  - ii) on such greater frequency and in such manner as set out by Provincial directives, guidelines and/or orders applicable to the Employee's specific Workplace.
- e) Employees subject to Rapid Antigen Testing shall submit the results thereof, whether positive or negative, to the County on a weekly basis in the form required by the County. Employees testing positive on a Rapid Antigen Test shall not enter the Workplace. Such Employees shall communicate the positive result to their supervisor and/or manager for further direction. In any event, any Employee subject to Rapid Antigen Testing pursuant to this Policy who attends a Workplace affirms to the County in doing so that his or her latest antigen test was negative for COVID-19.
- f) In addition to the requirements for Rapid Antigen Testing stipulated in paragraphs (d) and (e) above, an Employee subject to paragraph (d) on account of not having provided proof of vaccination shall be required to successfully complete the County's education program on COVID-19 vaccines no later than October 29, 2021.
- g) The County's COVID-19 vaccines education program shall cover the following:
  - i) How COVID-19 vaccines work;
  - ii) Vaccine safety related to the development of the COVID-19 vaccines;
  - iii) Benefits of vaccination against COVID-19;
  - iv) Risks of not being vaccinated against COVID-19; and
  - v) Possible side effects of COVID-19 vaccination.
- h) Employees found to be in violation of this Policy and/or found to have wilfully provided false information to the County in respect of any subject matter addressed in this Policy are subject to discipline up to and including termination of employment for cause / just cause.

## **2.0 Exemptions/Accommodations**

The object of this Policy is the protection of the health and safety of Employees and those who the County serves. Any Employee seeking an exemption and/or reasonable accommodation in relation to this Policy and its requirements in accordance with the Ontario *Human Rights Code* and/or *Accessibility for Ontarians with Disabilities Act*, are

asked to speak to their supervisor/manager.

The Employee's circumstances will be reviewed on a case by case basis taking into account the *bona fide* requirements of their position, duties and responsibilities and reasonably available accommodations, if any, taking into account all relevant factors and limitations on the County's duty to accommodate prescribed by law. The County's Human Resources Department will assist with these requests and written proof setting out the rationale and grounds for requesting accommodation will be required for the request to be assessed. The County cannot assure any Employees who cannot or who chooses not to get Vaccinated and/or tested will be able to continue working in their current position, or at all.

### **3.0 Confidentiality - Privacy**

The County of Lambton is committed to preserving your privacy.

Any and all information provided to the County for the purposes of this Policy will be used solely for the purposes of administering and enforcing this Policy and shall be safeguarded by the County of Lambton against any unauthorized use, access and/or disclosure.

### **4.0 Associated Documents / Policies**

This Policy shall be read in conjunction with:

- H04.01 Occupational Health and Safety Policy Statement;
- H04.19(b) Infection Prevention and Control (IPAC) for COVID-19;
- H04.19(c) Mandatory Mask Use (Wearing);
- H04.34 Substance Use;
- Re-Opening Lambton County: Our Outlook Plan;
- L11.01 Discrimination and Harassment Policy;
- L11.02 Accommodation OHRC; and
- all health and safety rules, including COVID-19 protocols, communicated in the workplace.

### **5.0 Review**

- a) The Policy may be amended by the County from time to time as relevant circumstances change, and at all times the Policy shall be applied in accordance with, and subject to, the *Occupational Health and Safety Act*, the *Ontario Human Rights Code*, the *Ontarians with Disabilities Act* and all other applicable law.
- b) Notwithstanding paragraph (a), this Policy shall be regularly reviewed on a frequency of no less than three months.

## QUESTIONS

Any questions about the application, administration, interpretation and/or implementation of this Policy shall be directed to the County's Human Resources Department.

## POLICY HISTORY

REVISION	DATE	PREPARED BY
New Policy	September 2021	Human Resources