



STAFF REPORT TO COUNCIL

Report No: AD-2021-15

October 12, 2021

From: Sarah Huskinson, Chief Administrative Officer/Clerk

RE: COVID-19 Vaccination Verification Policy Adoption

Recommended Motion:

THAT the Council of the Township of North Glengarry adopts the new Vaccination Verification Policy by-law no. 44-2021: and

THAT By-law 44-2021 be read a first, second, third time and enacted in Open Council this 12th day of October, 2021.

Background / Analysis:

On September 23rd, Council directed Staff to draft and bring back to Council for adoption a policy on Vaccination Verification for all staff. The County and lower tier CAO's, plus their respective Senior Management Teams, drafted the attached policy and employee disclosure form. The policy was also circulated to North Glengarry's Senior Management Team, the Union Stewards for all three unions, and reviewed by legal.

The intent of the policy, recommended to be adopted by Council as presented, is to protect the Township employees from COVID-19 and its variants. Contracting the COVID-19 virus could significantly impact the health of employee, plus put at risk other employees of the Township. A positive case of COVID-19 at the Township could result in operations interruption, as the employee recovers and/or stays at home during the mandatory quarantine period. Vaccinations reduce this risk significantly.

If adopted, the policy would come into effect immediately. The policy will be circulated to all staff, including all firefighters, students and volunteers. The form at the end of the policy will be required to be populated and signed, and the form and proof of vaccination forwarded to the Administrative Assistant in the Office of the CAO. The forms will be reviewed by the CAO, and information kept strict confidence. If employees fail to fill out the form or do not indicate they will endeavor to get the vaccine within the stipulated time periods, the steps indicated in the policy will be followed.

Alternatives:

Option 1: That the Council of the Township of North Glengarry adopts the new Vaccination Verification Policy.

Option 2: (not recommended) That Council does not adopt the new Vaccination Verification Policy.

Financial Implications:

None.

Attachments & Relevant Legislation:

By-law No. 44-2021 Vaccination Verification Policy

Others Consulted:

Senior Management Team
Union Stewards
SDG CAO's and County CAO
Legal Advice

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk