

Vaccination Policy

Policy Number:

Sub-Topic:

Topic: COVID-19

Applies to: Members of Council, Boards, Committee and Task Force(s)

Policy Statement and Strategic Plan Linkages

The Town is committed to taking every precaution reasonable in the circumstances for the protection and safety of Members of Council, Local Board or Adjudicative Boards (“Members”) from the hazard of COVID-19. Vaccination is a key element in the protecting against the hazard of COVID-19.

Purpose

This Policy Statement is designed to maximize COVID-19 vaccination rates among Members as one of the critical control measures for the hazard of COVID-19.

Background

Given the continuing spread of COVID-19, including the Delta variant, within Ontario, the compelling data demonstrating a higher incidence of COVID-19 among the unvaccinated population and the increasing levels of contact between individuals as businesses, services, and activities have reopened, it is important for Members to be fully vaccinated in order to protect themselves against serious illness from COVID-19 as well as to provide indirect protection to others, including colleagues.

Continued Compliance with Health & Safety Precautions

Unless a legislated or regulatory exemption applies, Members are expected and required to comply with applicable health and safety measures to reduce the hazard of COVID-19, including but not limited to compliance with established workplace access controls (e.g. screening), wearing a mask for face covering, using provided Personal Protective Equipment (PPE), maintaining appropriate physical distancing and self monitoring of potential COVID-19 symptoms when engaged in Town business.

Members who remain unvaccinated due to a substantiated Human Rights Code related accommodation request under the Town’s Accommodation Request process, may be required to take additional infection and prevention control measures, including providing proof of a negative COVID-19 test, as well as self-isolate if exposed to COVID-19.

Vaccination Requirement

All Members are required to be fully vaccinated with a Health Canada or World Health Organization approved COVID-19 vaccine series by November 1, 2021 to ensure the

best protection possible. For a two dose vaccine series, Members must receive one dose of COVID-19 vaccine by October 1, 2021 and two doses of COVID-19 vaccine by November 1, 2021. For a single dose vaccine series (e.g. Johnson and Johnson), Members must receive the dose by October 1, 2021.

Proof of Vaccination

The Town requires proof of vaccination. Proof means documentation verifying receipt of a vaccination series approved by Health Canada or the World Health Organization.

Members must disclose vaccination status to the Town in accordance with the established process no later than September 24, 2021.

Members who, by September 24, 2021, disclose that they have not received two doses of COVID19 vaccine (or a single dose in the case of a single dose vaccine series), or who have not disclosed their vaccination status as required, shall attend mandatory education on the benefits of vaccination, in addition to the obligations identified under “Vaccination Requirements” above.

Members will be required to update their vaccination status in accordance with the established process and by the dates set out in this policy, as they obtain each dose of COVID-19 vaccine.

The Town will maintain vaccination disclosure information, including documentation verifying receipt of a vaccination series approved by Health Canada or the World Health Organization, in accordance with privacy legislation. This information will only be used to the extent necessary for implementation of this policy, for administering health and safety protocols, and infection and prevention control measures in the workplace.

Members may also be required to disclose their vaccination status by law or to otherwise give effect to this policy, including, but not limited to, situations where employees are directed to stay home as a result of the daily screening tool in order to comply with the clearance criteria to return to work (e.g. after experiencing symptoms, a COVID-19 exposure, or a travel quarantine exemption).

Accommodations in Accordance with the Human Rights Code

Members who are not able to obtain a COVID-19 vaccine for a reason related to a protected ground set out in the Ontario Human Rights Code can request accommodation by using the Town’s Accommodation Request Form and cooperating in the accommodation process.

All accommodation requests require written proof of the need for accommodation to be submitted along with the Request Form (e.g. in the case of a request for a medical accommodation, medical documentation from a physician or nurse practitioner, including whether a medical reason is permanent or time-limited).

Ongoing Monitoring and Assessment of COVID-19 Workplace Safety Measures

The Town will continue to monitor its COVID-19 risk mitigation strategy and the evolving public health information and context, to ensure that it continues to optimally protect the health and safety of employees in the workplace and the public that they serve. To that end, and in consultation with York Region Public Health and occupational health and safety experts, the Town will continue to assess other available workplace risk mitigation measures, including, for example, requiring proof of a negative COVID-19 test, etc. If it is determined that additional precautions are necessary, the Town may decide to deploy new measures (including at an individual level) to protect Members and the public from COVID-19, and may amend this policy accordingly and/or communicate the required precautions to impacted employees.

Non-Compliance with Policy Statement

Members of Council not complying with this policy may be referred to the Integrity Commissioner and the processes laid out in the Code of Conduct for Members of Council, Local Boards and Adjudicative Boards.

Council may remove Members of Local Boards not complying with this policy from membership of a Local Board or Adjudicative Board.

Cross-References

Corporate Policy – Vaccination Policy
Code of Conduct for Members of Council, Local Boards and Adjudicative Boards.

Contact

Human Resources Department or at hr@newmarket.ca

Details

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