

Title: <b>COVID-19 Vaccination Policy</b>	
Created: <b>November 8, 2021</b>	Last Revision: <b>January 17, 2022</b>
Department <b>Human Resources</b>	Review Frequency <b>As required</b>
Policy # <b>58</b>	Resolution # <b>2022-02</b>

## Purpose

The purpose of this policy is to outline organizational expectations with regards to COVID-19 immunization of employees, staff, council, first responders, contractors, volunteers, and students.

Contingent upon vaccine availability, all eligible employees, staff, council, first responders, contractors, volunteers, and students are strongly encouraged to receive a COVID-19 vaccine, unless it is medically contraindicated.

## Background

Township of Gillies recognizes the importance of immunization of employees, staff, council, first responders, contractors, volunteers, and students, due to the nature of their work within the community including the vulnerable population and seniors and the potential of exposure. This COVID-19 immunization policy aims to protect the Township of Gillies population including residents, employees, staff, council, first responders, contractors, volunteers, and students.

COVID-19 is an acute respiratory illness caused by the severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2). It may be characterized by fever, cough, shortness of breath, and several other symptoms. Asymptomatic infection is also possible. The risk of severe disease increases with age but is not limited to the elderly and is elevated in those with underlying medical conditions.

## Application of the Policy

Regardless of how often they are at Township of Gillies and how much time they spend there or in their respective workplace, this policy applies to:

- Employees, staff, council, and other workers that are, or may be in contact with the vulnerable population, the elderly and the general population as well as co-workers.
- First responders, including volunteer fire fighters, that are or may be in the patient environment including the vulnerable population, the elderly and the general population, as well as co-workers.
- students on an educational placement
- volunteers

## Policy

It is important to protect the health and well-being of Township of Gillies's residents, employees, staff, council, first responders, contractors, volunteers, and students where there is evidence of a risk of COVID-19 along with identified measures for management. The Chief Minister of Health (CMOH) has directed Township of Gillies to develop, implement and ensure compliance with a COVID-19 vaccination policy.

To facilitate this policy all employees, staff, council, first responders, contractors, volunteers, and students, are required to provide one of the following by December 1, 2021.

1. Proof of COVID-19 vaccine administration as per the following requirements:
  - a. If the individual has only received the first dose of a two-dose COVID-19 vaccination series approved by the World Health Organization proof that the first dose was administered and, as soon as reasonably possible, proof of administration of the second dose; or
  - b. Proof of all required doses of a COVID-19 vaccine approved by the World Health Organization, including any boosters required to maintain immunity.
2. Written proof of a medical reason, provided by either a physician or nurse practitioner that sets out:
  - a. that the person cannot be vaccinated against COVID-19; **and**
  - b. the effective time period for the medical reason (i.e., permanent or time-limited).

Employees, staff, council, first responders, contractors, volunteers, and students who provide written proof of a medical reason for exemption (per 2 above), are required to perform rapid antigen testing, at a frequency of not less than 1 time per week in alignment with provincial guidance, and provide verification of negative test results to the Clerk/Treasurer for the Township of Gillies (e.g., in person on the worksite, remotely via email)

Employees, staff, council, first responders, contractors, volunteers, and students may be required to provide updated proof of vaccination from time to time as vaccine directives are updated by the CMOH. (E.g., Boosters)

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To clarify the terms of Council's inclusion in this policy, all council members shall be required to prove the same vaccination evidence as listed above. If in the event this cannot be achieved, the following restrictions will apply:

- Council shall not attend in person meetings on behalf of the Township of Gillies
- Council shall not attend any public gatherings on behalf of the Township of Gillies
- Council shall not attend any municipally owned or leased facilities acting in the capacity of Council
- Council shall not be paid honorariums until they become compliant with this policy

### Exception – Mutual Aid

The Township of Gillies has an agreement under Mutual Aid in relation to fire response. The Township of Gillies Council recognizes that its COVID-19 Vaccination Policy may be different than that of its Mutual Aid partners. Under the Mutual Aid agreement some communities include the unincorporated areas which are governed by the Province of Ontario. It is the understanding of Gillies Council that some of these same unincorporated areas do not have COVID-19 Vaccination Policies in place. Gillies Council also recognizes their responsibility to protect their employees, staff, first responders, contractors, volunteers, and students, as stated in this policy, and in an effort to mitigate the risk of exposure to COVID-19 the following conditions apply when responding to, or calling mutual aid:

- The Fire Chief for the Township of Gillies shall at all times work in cohorts to maintain physical distance of 2 metres from their mutual aid partners.
- The Fire Chief shall at all times ensure volunteers are wearing appropriate PPE.

### Exception – Superior North EMS

The Township of Gillies recognizes that Superior North EMS provides essential paramedic services to the residents of Gillies Township. Council recognizes that the COVID-19 Immunization Policy implemented by the City of Thunder Bay follows Directive 6 and is sufficient to help mitigate the potential spread and risk of contracting COVID-19 within the community.

### Accommodation

The Ontario Human Rights Code position is that exempting individuals with a documented medical inability to receive the vaccine is a reasonable accommodation within the meaning of the code. The Township of Gillies will reimburse costs associated with antigen testing for individuals who meet the medical exemption requirement.

### Record Keeping and Confidentiality

All vaccination records will be securely stored, and no personal information will be shared with a third party without the individual's consent. There are however requirements of the Ontario Chief Medical Officer of Health (OCMOH) under Directive #6 for the Township of Gillies to report statistical information to the OCMOH or the ministry. No identifying information will be provided to the ministry in relation to this policy; all statistical information will be provided in aggregate form.

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## COVID-19 Vaccination

### Non-compliance with the policy

Any non-compliance with this policy will be subject to an unpaid leave up to or including termination of employment.

### Conflicts with the policy

Where there is a conflict between this policy and other legislation under Federal or Provincial law, the one that provides the most protection to employees, staff, council, first responders, contractors, volunteers, and students will apply.