

1.0 POLICY STATEMENT

The health and safety of Town of Yarmouth employees is a priority. The Town is committed to taking every precaution reasonable in the circumstances for the protection of the health and safety of workers from the hazard of COVID-19. Vaccination is a key element in the protection of Municipal Employees against the hazard of COVID-19. This Policy is designed to maximize COVID-19 vaccination rates among Municipal Employees as one of the critical control measures for the hazard of COVID-19.

To this end Councillors, Municipal Employees, Contractors, Students, Volunteers, and any other persons working for or providing services in Municipal Buildings, are required to be vaccinated against COVID-19.

2.0 BACKGROUND & CURRENT SITUATION

Full vaccination has been shown to be effective in reducing COVID-19 virus transmission and protecting vaccinated individuals from severe consequences of COVID-19 and COVID-19 variants including the Delta variant currently circulating.

Given the continuing spread of COVID-19, including the Delta variant, 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 Municipal Employees 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.

3.0 CONTINUED COMPLIANCE WITH ALL HEALTH & SAFETY PRECAUTIONS

Unless a legislated or regulatory exemption applies, all Town of Yarmouth Employees are expected and required to continue 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 or face covering, using provided PPE, maintaining appropriate physical distancing and self-monitoring of potential COVID-19 symptoms when at work or otherwise engaged in Municipal business.

4.0 RESPONSIBILITIES

All levels of management are responsible for the administration of this Policy.

4.1 Managers are expected to:

- a. lead by example, and;

- b. ensure Employees complete any required education or training about COVID-19, including regarding vaccinations and safety protocols.

4.2 Employees are expected to:

- a. follow all health and safety policies and protocols, and;
- b. complete any required education or training about COVID-19, including regarding vaccinations and safety protocols.

5.0 VACCINATION REQUIREMENT

5.1 All Town of Yarmouth Council and employees are required to be fully vaccinated with a COVID-19 vaccine series by January 14th, 2022.

5.2 New Town of Yarmouth Employees are required to be fully vaccinated against COVID-19 as a condition of being hired by the Town of Yarmouth.

6.0 PROOF OF VACCINATION

6.1 The Town of Yarmouth requires proof of vaccination from all employees, Councillors, contractors, students, volunteers, and any other persons working for or providing services in Municipal Buildings. Proof means documentation verifying receipt of a vaccination series approved by Health Canada or the World Health Organization.

6.2 All persons listed in 6.1 must disclose their vaccination status to the Town of Yarmouth no later than January 14th, 2022.

6.3 Employees will be required to update their vaccination status by the dates set out in this policy, as they obtain each dose of COVID-19 vaccine.

6.4 The Town of Yarmouth 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.

7.0 ACCOMMODATIONS IN ACCORDANCE WITH THE NOVA SCOTIA HUMAN RIGHTS ACT

7.1 Employees who are not able to obtain a COVID-19 vaccine for a reason related to a protected ground set out in the Nova Scotia Human Rights Act, shall be accommodated up to the point of undue hardship. Each request for an exemption will be reviewed on a case-by-case basis.

7.2 All accommodation requests require written proof of the need for accommodation to be submitted to the Human Resources Coordinator along with the required supporting documentation (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).

7.3 Employees who remain unvaccinated due to a substantiated Nova Scotia Human Rights Act related accommodation request, may be required to take additional infection and prevention control measures, which may include, but not limited to:

- a. An ongoing requirement to wear a mask;
- b. Continued physical distancing;
- c. And/ or mandatory twice weekly COVID-19 testing.

8.0 ONGOING MONITORING AND ASSESSMENT OF COVID-19 WORKPLACE SAFETY MEASURES

8.1 The Town of Yarmouth will continue to closely 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.

8.2 If it is determined that additional precautions are necessary, the CAO is authorized to deploy new measures (including at an individual level) to protect employees and the public from COVID-19 and shall communicate the required precautions to Council and Employees.

9.0 CONSEQUENCES OF NON-COMPLIANCE WITH POLICY

9.1 Unvaccinated Councillors, Municipal Employees, Contractors, Students, Volunteers, and any other persons working for or providing services in Municipal Buildings without an approved exemption shall be placed on Leave Without Pay until such time that;

- a. They become fully vaccinated in accordance with this policy;
- b. Nova Scotia Public Health determines the pandemic has ended and all restrictions have lifted; or
- c. The Town of Yarmouth determines that the unpaid leave is no longer feasible or in the best interest of the Municipality.

9.2 Employees who do not comply with this policy may be subject to discipline, up to and including dismissal.

Clerk’s Annotation for Official Policy Book	
Date of Adoption: November 18 th , 2021	
I certify that this ‘Covid 19 Mandatory Vaccination Policy’ was adopted by Council as indicated above.	
Town Clerk:	Date: