



**Covid-19 Vaccination Policy
C-0810-21**

Effective Date:
November 24,
2021

Part 1 Purpose

Covid-19 remains a serious health risk in the Municipality of the District of Yarmouth. The ongoing spread of Covid-19 variants means that the Municipality of the District of Yarmouth must make every reasonable effort to protect the workplace against the virus. The Municipality of the District of Yarmouth is committed to providing a safe working environment for all of its employees, Council members and citizen appointees. The Municipality also recognizes that members of the public interact with staff, Council and citizen appointees on a regular basis. Protective measures within the workplace are the responsibility of the employer. The purpose of this policy is to set out the expectations that the Municipality of the District of Yarmouth has for all employees, Council members, and citizen appointees to committees with respect to Covid-19 so as to better protect all employees, Council members, citizen appointees and the members of the public that we serve.

In accordance with obligations to maintain workplace health and safety, the Municipality of the District of Yarmouth is incorporating employee vaccination status into its efforts to protect employees, Council members, citizen appointees, and those with whom they interact, from COVID-19. This Vaccination Policy describes the Municipality's requirements relating to the disclosure of vaccination status and accommodations.

This Policy applies to all employees, Council members, and citizen appointees to Committees of Council, regardless of workplace or worksite location.

Part 2 Definitions

- 2.1 **"CAO"** means the Chief Administration Officer.
- 2.2 **"Citizen Appointee"** means a person appointed by Municipal Council to a Committee of Council
- 2.3 **"Council member"** means a member of the Municipal Council of the Municipality of the District of Yarmouth.
- 2.4 **"Employee"** means all full time, part time, term, casual and seasonal employees of the Municipality of the District of Yarmouth.
- 2.5 **"Fully Vaccinated"** means receipt of one dose of an authorized one dose vaccine such as Janssen (Johnson & Johnson) plus 14 days, or two doses of an authorized two dose vaccine such as Pfizer, Moderna, or AstraZeneca plus 14 days or any series of other Health Canada authorized series of Covid-19 vaccine plus 14 days.

MUNICIPALITY OF THE DISTRICT OF YARMOUTH



**Covid-19 Vaccination Policy
C-0810-21**

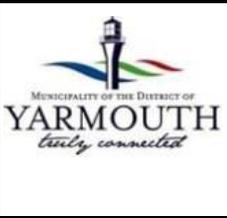
Effective Date:
November 24,
2021

- 2.6 **“Municipality”** means the Municipality of the District of Yarmouth.
- 2.7 **“Not fully vaccinated”** means no receipt of any vaccine dose or receipt of one dose of an authorized two dose vaccine such as Pfizer, Moderna, or AstraZeneca or receipt of an authorized one dose vaccine or both doses of an authorized two dose vaccine but still within the 14-day period after the last dose.
- 2.8 **“Vaccine”** means a vaccine against Covid-19 that has been approved by Health Canada.
- 2.9 **“Covid-19 Test”** means a test recognized by Nova Scotia Public Health as providing an acceptable means of detecting the presence or possible presence of SARS-CoV-2, such as a PCR test or a rapid antigen test.

Part 3 Policy Statement

- 3.1 The Municipality requires all employees, Council members and citizen appointees to be fully vaccinated against Covid-19 and to provide proof of vaccination to the CAO by January 3, 2022. Proof of vaccination must be in the form issued by the Province of Nova Scotia or other acceptable form if the employee or Council member was vaccinated outside of Nova Scotia.
- 3.2 The Municipality will keep the proof of vaccination record confidential and use it only as required to administer this policy. All information reported under this policy will be treated as confidential and will be used or disclosed only for the purposes of administering infection control procedures in the workplace.
- 3.3 If the Municipality is required by law or directive to report statistical information to the Federal or Provincial Government regarding the number of employees who have reported vaccination status or received medical/religious exemptions pursuant to this policy, all statistical information will be provided in aggregate form and no identifying information will be provided in meeting this obligation.
- 3.4 Any employee, Council member or Citizen Appointee who declines to disclose their vaccination status will be deemed to be unvaccinated and, therefore, be required to participate in regular semi-weekly testing at intervals determined by the Chief Administrative Officer and administered by the Municipality. Additionally, those employees, Council members or citizen appointees will be required to wear protective masks while in any municipal workplaces or meetings.
- 3.5 Any employee, Council member or citizen appointee that displays symptoms or tests positive for Covid-19 must immediately inform the CAO. The individual will not be

MUNICIPALITY OF THE DISTRICT OF YARMOUTH



Covid-19 Vaccination Policy
C-0810-21

Effective Date:
November 24,
2021

allowed in any municipal workplaces or meetings until they provide confirmation of a negative Covid-19 test to the CAO.

- 3.6** In the event that Health Canada requires or recommends that boosters of any of these Vaccines or other supplemental Vaccines are required, the Municipality shall provide notice to both (a) Council and citizen appointees, and (b) employees of any booster or supplemental Vaccine Requirements.
- 3.7** Those Vaccines approved by another government and not duly approved by Health Canada shall not be considered acceptable.
- 3.8** All employees and Council members, whether vaccinated or not, are required to follow all Covid-19 protocols that the Municipality has in place. Any employee who wishes may participate in the Municipality’s rapid test program. In doing so, they acknowledge that the results will be kept by the Municipality.
- 3.9** Should an employee fail to comply with this Policy or misrepresent their vaccination status or testing results, they shall be subject to corrective action, up to and including dismissal.
- 3.10** The Municipality recognizes its duty to accommodate, to the point of undue hardship any individual subject to this Policy that cannot be vaccinated, wear a mask, or be tested for COVID-19 for a reason protected by the Nova Scotia Human Rights Act and, upon request, shall engage in a collaborative process with the individual concerned to determine whether an accommodation is possible without undue hardship.
- 3.11** All new employees, Council members, and citizen appointee must comply with the requirements of this Policy before they start their employment, Appointment by Council, or take their oath of office.
- 3.12** This Policy shall be considered temporary, though fully in force until such time it is repealed by Council. This Policy is subject to revision or amendment in accordance with the evolving nature of the COVID-19 pandemic. This Policy shall remain in effect for only as long as it is required as to ensure the health and safety of Members of Council, committee appointees, and employees. Epidemiology and advice from Public Health shall inform any recommendation to repeal this Policy. In any case, this policy shall be reviewed every three months while in effect to ensure compliance with Public Health Orders.

MUNICIPALITY OF THE DISTRICT OF YARMOUTH

	<p>Covid-19 Vaccination Policy C-0810-21</p>	<p>Effective Date: November 24, 2021</p>
-----------------------------------------------------------------------------------	----------------------------------------------------------------	--------------------------------------------------

Chief Administrative Officer's Annotation for Official Policy Book	
Date of Notice to Council members of Intent to Consider (7 days Min)	November 17, 2021
Date of Passage of current Policy	November 24, 2021
I certify that this Covid-19 Vaccination Policy C-0810-21 was adopted by Council as indicated above.	
<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="width: 45%;">  <hr style="border: 0; border-top: 1px solid black; margin-top: 10px;"/> <p>Chief Administrative Officer</p> </div> <div style="width: 45%; text-align: center;"> <p><u>November 25, 2021</u></p> <p>Date</p> </div> </div>	

Date last reviewed by Council:

Date last amended:

Amendment Log

Date	Amendment Description