

## Report to Council

<b>Report Title:</b>	Pandemic Policies		
<b>Prepared By:</b>	Sonya Watson, Chief Administrative Officer		
<b>Department:</b>	Administration		
<b>Date:</b>	June 9, 2020		
<b>Report Number:</b>	CAO2020-09	<b>File Number:</b>	C11AD, P03
<b>Attachments:</b>	Pandemic Absence from Work Policy - Amended May 2020 Pandemic Sick Leave Short-Term Disability Policy - Amended May 2020 Pandemic Self-Screening Tool – Amended May 2020 Pandemic Meetings with Customers/Contractors/Consultants Policy		

### Recommendation:

That the Council of the Municipality of Brockton hereby receives Report Number CAO2020-09 - Pandemic Policy, prepared by Sonya Watson, Chief Administrative Officer and by doing so approves a By-Law coming forward to amend the Pandemic Absence from Work Policy, Pandemic Sick Leave Short-Term Disability Policy and the Pandemic Self-Screening Tool and further that Council approves a By-Law coming forward to adopt the Pandemic Meetings with Customers/Contractors/Consultants Policy as presented.

### Report:

#### Background:

Council approved By-Law 2020-031, By-Law 2020-039 and By-Law 2020-040 to approve Pandemic Policies to establish consistent application of process during the COVID-19 pandemic.

#### Analysis:

Staff continue to monitor the COVID-19 pandemic and are adapting to the ever-changing environment. The Pandemic Self-Screening Tool has been amended due to changes in symptoms and high-risk groups as recognized by the provincial government. This tool is used by all staff before they can enter the workplace so we need to continue to adapt this tool as more information about COVID-19 becomes available from Provincial Health.

The Pandemic Absence from Work Policy, Pandemic Sick Leave Short-Term Disability Policy were amended to provide clarification based on best practice.

The Pandemic Meetings with Customers/Contractors/Consultants Policy was created to provide a safe and healthy work environment during a pandemic to avoid exposure and minimize contact so to eliminate or

reduce the risk of transmission of the virus. Where possible we are promoting physical distancing at all times for all staff interactions with the public, but this policy provides more clarification on how to handle exceptional circumstances where physical distancing is not an option.

### **Sustainability Checklist:**

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?

- |   |     |
|---|-----|
| • Do the recommendations help move the Municipality closer to its Vision? | N/A |
| • Do the recommendations contribute to achieving Cultural Vibrancy?       | N/A |
| • Do the recommendations contribute to achieving Economic Prosperity?     | N/A |
| • Do the recommendations contribute to Environmental Integrity?           | N/A |
| • Do the recommendations contribute to the Social Equity?                 | N/A |

### **Financial Impacts/Source of Funding:**

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

There is no financial impact for amending or implementing these policies.

### **Reviewed By:**



**Trish Serratore, Chief Financial Officer**

---

### **Respectfully Submitted by:**



**Sonya Watson, Chief Administrative Officer**