



Report to Council

Report Number: REP-AD-10-2025

Subject: Update to Workplace Harassment, Discrimination, and Violence Policy #POL-HR-05-2025

Date of the meeting: April 28th, 2025

Prepared by: Pierre Leroux, CAO

Circulated to and/or collaborated with: Chantal Lauzon, HR Manager

Approval: N/A

In agreement with the recommendation based on the contents of this report.

Recommendation

[BE IT RESOLVED THAT Council approves Policy No. POL-HR-05-2025 titled Workplace Harassment, Discrimination, and Violence Policy as presented.]

Financial Considerations

Financial implications have been verified with annual budget and / or approved applicable policy or by-law: NOT APPLICABLE

Context

The current Workplace Harassment, Discrimination, and Violence Policy (HR-2018-01) was last approved in 2018. Since then, evolving legislation—including updates to the *Ontario Human Rights Code* and the *Occupational Health and Safety Act (OHSA)* – as well as shifting societal expectations, have prompted the need for a comprehensive policy update to ensure compliance and alignment with best practices.

Report

The updated policy reflects The Nation Municipality's strong commitment to maintaining a workplace that is safe, respectful, inclusive, and free from harassment, discrimination, and violence.

Key features of the updated policy include:

- Clear definitions of workplace harassment, discrimination, and violence.
- Defined roles and responsibilities for staff, supervisors, and Human Resources.
- A firm zero-tolerance stance on retaliation against complainants or participants in investigations.
- Operational procedures are separated into an internal Procedural Manual, referenced in the policy but not subject to Council approval. This allows the Human Resources Department to update processes as needed without requiring formal amendments to the Council-approved policy.

This approach ensures the policy remains high-level and strategic, while allowing administrative flexibility for internal updates to protocols and training.

Relevance to priorities

This policy aligns with the Municipality's Strategic Values, specifically:

- Dedicated: Commitment to a safe and equitable workplace.
- Collaboration: Clear guidance for team conducts and support systems.
- Adaptability: Responsiveness to evolving legal and social norms.
- Sustainability: Promotes long-term staff well-being and retention.

- Transparency: Clear roles, accountability, and non-retaliation commitments.

Communication Plan

N/A

Other Option/Options to the Recommendation

N/A

Attachments

A - Draft Policy: Workplace Harassment, Discrimination, and Violence POL-HR-05-2025

B - HR-2018-01 - Workplace Harassment, discrimination and violence (ID 17608)