

**Valley Waste-Resource Management  
Authority Approved Policy Statement**

<b>Policy Name</b>	Covid-19 Vaccination Policy
<b>Policy Number</b>	AAP-28
<b>Last Revision Date</b>	November 17, 2021
<b>IMSA</b>	Under authority of Clauses 19 (3)

**Purpose**

The Valley Region Solid Waste-Resource Management Authority is committed to an effective Occupational Health and Safety System that is designed to protect employees from accidental harm and create and provide a physically and psychologically safe and healthy workplace.

This Policy has been developed to recognize the declared pandemic associated with the novel coronavirus known as COVID-19.

The purpose of this Policy is to set out the standards that employees must meet in the workplace so that each employee can do their part to keep each other and the public safe in recognition of the regular interaction that each employee has with the general public while delivering the programs and services of the Valley Region Solid Waste-Resource Management Authority.

**Definitions**

1. **Covid-19** refers to the outbreak of the novel coronavirus known as COVID-19.
2. **General Manager** refers to the General Manager of the Valley Region Solid Waste-Resource Management Authority.
3. **Employees** – means persons employed by the Valley Region Solid Waste-Resource Management Authority.
4. **Fully Vaccinated** – means a person has received two doses of an approved vaccine and that there has been more than 14 days since the second dose.

**Scope**

The policy governs the COVID-19 Workplace Safety Protocol for all employees of the Valley Region Solid Waste-Resource Management Authority.

The Valley Region Solid Waste-Resource Management Authority may, at the discretion of the General Manager, apply this Policy to contractors who are working on the Authority's premises.

This Policy does not apply to members of the public who are accessing the services offered by the Valley Region Solid Waste-Resource Management Authority unless mandated by a Public Health Order; however, the General Manager is authorized to require members of the public to be masked while on Authority-owned property or to follow any and other required mitigation measures as established through public health.

## **Mandatory Vaccination – Employees**

1. The Valley Region Solid Waste-Resource Management Authority requires all employees to be fully vaccinated.
2. Employees must provide confirmation of their vaccination status by showing proof of the Nova Scotia COVID-19 Vaccination Record or other acceptable record if the employee was vaccinated outside of Nova Scotia.
3. In an employee is not vaccinated, the employee must disclose in writing to the General Manager the reason for not being vaccinated. The Valley Region Solid Waste-Resource Management Authority recognizes that it has a duty to accommodate employees who cannot receive the vaccine for any reason protected by human rights legislation, such as physical disability or religion or medical reason.
4. In the case of an accommodation request, the General Manager will review the information and, after consultation with the employee, take alternative actions such as requiring that the employee undergo additional COVID-19 testing as determined by the General Manager, restricting access to the workplace, placing the employee on an unpaid leave of absence, and/or taking some other step so that the employee does not pose a hazard to other employees or anyone else with whom they would have contact through their work.
5. If an employee is not vaccinated and the reason is not protected by human rights legislation or medical reason, the employee will have until **January 15, 2022** to be fully vaccinated, or they will be placed on an unpaid leave of absence.
6. The General Manager can amend the COVID-19 testing requirements for fully vaccinated employees at any time and put any other processes or protocols in place in keeping with recommended or required public health measures.

## **Testing – Unvaccinated Employees**

1. If it is determined that an employee is exempt from vaccination for a reason protected by human rights legislation, such as physical disability, or religion or medical reason, the employee will be required to participate in a regular COVID-19 rapid testing regimen at a minimum of two times per week as per a schedule as determined by the General Manager. If a rapid test indicates a positive result, the employee will be required to immediately leave work and provide confirmation of a negative polymerase chain reaction (PCR) test before being allowed to return to the workplace. The Valley Region Solid Waste-Resource Management Authority will supply the rapid testing kit.

## **Mitigation Measures**

1. The Valley Region Solid Waste-Resource Management Authority recognizes that it has a duty to accommodate, to the point of undue hardship, any employee who cannot wear a mask or be tested for a reason protected by the Nova Scotia Human Rights Act.
2. Vaccinations will only be one part of the Valley Region Solid Waste-Resource Management Authority's steps to maintain a safe workplace. The Authority, at the discretion of the General

Manager, may continue to implement other measures such as wearing a mask and physical distancing even when public health discontinues recommending those steps.

3. The Authority also requires that all employees follow any other steps it might take to minimize the likelihood of the COVID-19 virus or any variant of the COVID-19 virus spreading, which could include physical distancing and masking, following directions for entering and exiting the Authority's facilities and disinfecting workspaces or other measures that may be recommended or required.

### Compliance

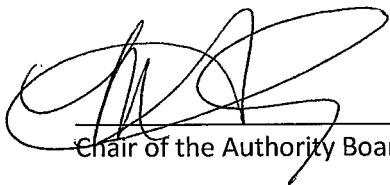
1. Regardless of vaccination status, employees are required to follow all COVID-19 protocols that the Authority has put in place.
2. If an employee does not comply with this Policy and does not have a valid reason for non-compliance (such as a reason protected by human rights legislation) the Authority can require that the employee be placed on an unpaid leave of absence until the employee is in compliance with this Policy, the pandemic ends, or the Authority ends the leave.

### Confidentiality

1. Information relating to an employee's proof of vaccination and/or the reason(s) for not receiving a COVID-19 vaccination will be kept confidential by the Authority. All medical information and vaccination records will be stores separately from employee's personnel files, kept secure at all times and destroyed when no longer needed.

### Review of Policy

1. The impact of the COVID-19 pandemic will undoubtedly continue to change. The Authority will, therefore, review this Policy on an on-going basis, adjusting it as necessary and revoking it if warranted.

  
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Chair of the Authority Board

Nov 17/21  
Date

  
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General Manager

Nov 18/2021  
Date