



MANAGEMENT REPORT

Date: April 24, 2023
To: Finance and Labour Relations Committee
From: Anne Kircos, Director of Human Resources
Report#: FIN23-015
Attachments: Draft Policy H.1.36 Respectful Workplace
Amended Policies H.1.6 Workplace Harassment, Sexual Harassment and
Discrimination and H.1.23 Workplace Violence

Title: Human Resources Policies – New and Amended

Objective: To obtain Council’s approval to adopt a new Respectful Workplace Policy that provides governance over the public’s conduct when interacting within City facilities and when accessing programs and services.

To amend the current Workplace Harassment, Sexual Harassment and Discrimination Policy and Workplace Violence Policy to align these conduct policies with the new Respectful Workplace policy and ensure that they are current.

Background: Employers in Ontario have always been obligated under the Occupational Health and Safety Act to take all reasonable steps to ensure the safety, well being and protection of workers in the workplace. The global pandemic and social media culture have introduced a range of challenges to interpersonal behaviour that have led some people to disregard basic civility and appropriate norms of social etiquette that signal respect and consideration for the wellbeing of others. City employees, Council members and members of the public have been experiencing more frequent incidents of inappropriate conduct during interactions with some members of the public.

Our current conduct policies possess more of an internal employee focus and do not adequately address the conduct of members of the public. When problems arise that need to be addressed by City employees there are no corporate-wide formalized guidelines that can be applied equitably and consistently in all City divisions.

Analysis: A number of private and municipal employers have introduced an overarching public civility policy to address increasing problems that workers are experiencing when interacting with the public. The Respectful Workplace Policy provides

clear guidelines around expected conduct and clearly defines behaviour that is not tolerated. These policies promote respectful and restrained interaction in workplaces and provide mechanisms to report and adjudicate incidents.

Many employers have also made their Workplace Harassment, Discrimination and Violence compliance policies public facing to reinforce their Respectful Workplace policy so that they are transparent and create a general awareness of the legal rights of workers to a workplace free of harassment, discrimination and violence.

Financial Implications: There are no financial implications to be reported as a result of this policy.

Alignment with Strategic Priorities:

Strengthening our Plans, Strategies and Partnerships

Partnering with the community to make plans for our collective priorities in arts, culture, heritage and more. Communicating clearly with the public around our plans and activities.

Alignment with One Planet Principles:

Health and Happiness

Encouraging active, social, meaningful lives to promote good health and wellbeing.

Equity and Local Economy

Creating safe, equitable places to live and work which support local prosperity and international fair trade.

Staff Recommendation: THAT the Respectful Workplace Policy H.1.36 substantially in the form as attached to Report FIN23-015, be adopted;

AND THAT the Workplace Harassment, Sexual Harassment and Discrimination Policy H.1.6 and the Workplace Violence Policy H.1.23, as amended, be further amended substantially in the form as attached to Report FIN23-015.

Prepared by: Anne Kircos, Director of Human Resources
Recommended by: Joan Thomson, Chief Administrative Officer