



# Town of Blaine Lake

Policy Title <b>COVID-19 Vaccination Policy</b>		Adopted By <b>Council</b>	Resolution No: <b>Amended 2021-0425</b>	
Origin/Authority	<b>Town of Blaine Lake</b>		Effective Date	Pages
Reviewed By <b>Council -Town of Blaine Lake</b>			<b>November 1, 2021</b>	2
Amendments				

## Purpose

The Town of Blaine Lake is committed to providing a safe working environment for our employees, our customers and members of the public with whom we interact regularly. The purpose of the Covid 19 Vaccination Policy (the “Policy”) is to provide guidelines pertaining to the expectations and requirements of staff with respect to COVID-19 and vaccination.

In our day-to-day site operations, the Town of Blaine Lake has a responsibility to protect all workers and the community in which we operate, and it is for this reason that it is critical that the Town and its staff take any and all precautions to protect against COVID-19. As It is indicated by federal and provincial health authorities that COVID-19 vaccines approved for use in Canada are, in combination with health and safety precautions, safe and effective ways to reduce the chances of acquiring and spreading COVID-19 in the workplace and to reduce the chances of individuals experiencing severe symptoms should they contact COVID-19, vaccination requirements help the Town of Blaine Lake meet that responsibility.

## Scope

This Policy applies to all Staff, Council Members and any other individuals employed or contracted to provide service in any capacity to the Town of Blaine Lake, collectively the “Staff” and comes into effect on Monday, November 1, 2021 at 8am.

## Policy

It is the policy position of the Town of Blaine Lake to strongly recommend and encourage all staff to become vaccinated against COVID-19, as recommended by the Ministry of Health and Province of Saskatchewan.

## Employee Responsibility

Staff of the Town of Blaine Lake must provide to the Administrator, in writing, proof of their vaccination status in the form of;

- A MySaskHealthRecord vaccine certificate with QR code;
- A screenshot of the MySaskHealthRecord vaccine certificate/QR code saved to a device;

- The wallet card received at time of vaccination or an earlier version of the MySaskHealthRecord COVID-19 vaccine certificate; or
- A vaccine printout from Public Health

In the case of an individual who has chosen not to be vaccinated or chooses not to disclose their vaccination status;

- the employee must provide a negative PCR test or Rapid Antigen Tests, from a private provider authorized by the Ministry of Health, at the start of their shift each Monday morning, that has been administered within the prior 72 hours.
- Self Testing will not be accepted
- The cost of the test will be at the employee's expense, at the employee's initiative and on non-work time.

### **Employer Responsibility**

- Administrator is responsible for the administration of the Covid19 Vaccination Policy
- Neither vaccination records nor COVID-19 test results will be saved or stored and all information will be kept in confidence.
- All personal information, including personal health information, will be safeguarded in accordance with applicable Town of Blaine Lake's policies in compliance with applicable privacy legislations. All information will be used to verify compliance with this policy and will not be retained as part of the personnel file.

### **Non-Compliance**

- Employees who do not comply with this policy may be subject to discipline, up to and including dismissal.
- Failure to present a negative testing as required or proof of vaccination, will result in Employee being sent home without pay and provided with a written notice of non-compliance