



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Administration, Finance and Human Resources Committee
From: Susan Farrelly – Director of Human Resources
Date: September 21, 2021
Subject: Substance Use Policy HR #13.55

Background

The County of Wellington is committed to the health and safety of its employees and the community they serve, and makes every reasonable effort to minimize the risks associated with its operations and ensure a safe, healthy and productive workplace. Employees are expected to report to duty fit for work and able to carry out their regular duties safely, competently, and efficiently, without any limitation due to impairment from the use of substances or medication.

Implementation of Substance Use Policy

A Corporate Substance Use Policy HR#13.55 has been created in the spirit of cooperation among all employees to prevent and address impairment in the workplace and to accommodate those who may require the use of medication at work or who are dealing with a Substance Use Disorder. The purpose of this policy is to outline reasonable behaviours related to the use of substances that could impact a person's ability to perform their work duties safely, competently, and efficiently, and to identify steps to be taken in the event of impairment in the workplace.

This Policy outlines how the County of Wellington strives to respect the dignity and privacy of individuals, as well as the County's priority on treatment, accommodation, and the successful recovery of employees who have a substance use disorder.

County-wide training is being planned for the implementation of this policy, with all employees being trained on the provisions and responsibilities outlined in this policy by year-end.

Recommendation

"THAT the County of Wellington Substance Use Policy HR #13.55 be received for information."

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Susan Farrelly'.

Susan Farrelly
Director of Human Resources