



**TOWNSHIP OF EDWARDSBURGH CARDINAL
ACTION ITEM**

Committee: Combined Committee of the Whole - A/F & PW/ES/F

Date: June 20, 2022

Department: Administration

Topic: Disconnect from Work Policy

Purpose: To adopt a Disconnect from Work Policy.

Background: Bill 27, Working for Workers Act, 2021 is an act to amend various statutes with respect to employment and labour and other matters. Schedule 2 Part VII.0.1 outlines the requirements for a written policy on disconnecting from work.

Disconnecting from work is defined in the ESA to mean not engaging in work-related communications, including emails, video calls or sending or receiving other messages, to be free from the performance of work.

The policy must include the definition, apply to all employees, date of policy and date any changes were made to the policy.

Policy Implications: Employers that employ more than 25 employees are required, under revisions made to the Ontario Employment Standards Act, to have a written policy in place for all employees with respect to disconnecting from work.

Financial Considerations: None anticipated at this time.

Recommendation: That Committee recommends that Council adopt the Disconnect from Work Policy as attached.

A handwritten signature in cursive script, appearing to read 'D. S. C.', is written above a horizontal line.

CAO