



## MD OF PINCHER CREEK NO. 9

### CORPORATE POLICY

C-SAFETY-001

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**TITLE: VIOLENCE AND HARASSMENT PREVENTION POLICY**

Approved by Council  
Reviewed by Council

Date: January 8, 2019  
Date: November 9, 2021

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**Related Provincial Legislation:**

*Occupational Health and Safety;  
Act, Regulations and Code*

### PURPOSE OF POLICY

The Municipal District of Pincher Creek No. 9 (the “MD”) is committed to providing a work environment in which all employees are treated with respect and dignity. Violence and Harassment will not be tolerated from any person at or outside of the work site including all employees, contractors, visitors, volunteers, members of the public, and committees of Council of the MD.

### POLICY STATEMENT

The MD, as the employer, is committed to eliminating or, if that is not reasonably practicable, controlling the hazards of violence and harassment. Everyone is obligated to uphold this policy and to work together to prevent workplace harassment.

Workplace violence, whether at a worksite or work-related, means the threatened, attempted or actual conduct of a person that causes or is likely to cause physical or psychological injury or harm, and includes domestic or sexual violence.

Workplace harassment means any single incident or repeated incidents of objectionable or unwelcome conduct, comment, bullying or action by a person that the person knows, or ought reasonably to know, will or would cause offence or humiliation to a worker, or adversely affects the worker’s health and safety. It includes conduct, comment, bullying or action because of race, religious beliefs, colour, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status, gender, gender identity, gender expression and sexual orientation, and a sexual solicitation or advance.

Reasonable action taken by the MD or supervisor relating to the management and direction of workers or a work site is not workplace harassment.

In support of this policy, we have put in place workplace violence and harassment prevention procedures. These include measures and procedures to protect workers from the hazard of violence and harassment and a process for workers to report incidents, or raise concerns.



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The MD will ensure this policy and the supporting procedures are implemented and maintained. All managers, supervisors, and workers will receive relevant information and instruction on the contents of the policy and procedures.

Managers and supervisors will adhere to this policy and the supporting procedures. Managers and supervisors are responsible for ensuring that measures and procedures are followed by workers and that workers have the information they need to protect themselves.

Every worker must work in compliance with this policy and the supporting procedures. All workers are required to raise any concerns about violence or harassment and to report any incidents to the appropriate person.

The MD will investigate and take appropriate corrective actions to address all incidents and complaints of workplace violence and harassment in a fair, respectful and timely manner.

The MD pledges to respect the privacy of all concerned as much as possible. The MD will not disclose the circumstances related to an incident of harassment or the names of the parties involved (including the complainant, the person alleged to have committed the harassment, and any witnesses) except where necessary to investigate the incident, to take corrective action, to inform the parties involved in the incident of the results of the investigation and corrective action taken, where necessary to inform workers of a specific or general threat of violence or potential violence or as required by law.

No workers can be penalized, reprimanded or in any way criticized when acting in good faith while following this policy and the supporting procedures for addressing situations involving violence and harassment. This violence and harassment prevention policy does not discourage a worker from exercising the worker's right under any other law, including the *Alberta Human Rights Act*.

**Richard D. Lemire**  
Reeve

**Roland Milligan**  
Chief Administrative Officer