

City of Mississauga Corporate Report



<p>Date: May 1, 2024</p> <p>To: Chair and Members of General Committee</p>	<p>Originator's files:</p>
<p>From: Raj Sheth, P.Eng, Commissioner of Corporate Services</p>	<p>Meeting date: June 5, 2024</p>

Subject

2024 Obsolete Corporate Policies and Procedures

Recommendation

That the following Corporate Policies and Procedures attached to the Corporate report dated May 1, 2024, from the Commissioner of Corporate Services, entitled “2024 Obsolete Corporate Policies and Procedures”, be declared obsolete and rescinded:

1. 01-07-16 - Employee and Volunteer COVID-19 Vaccination, attached as Appendix 1;
2. 09-07-01 - Spill Response in the City, attached as Appendix 2, and
3. 10-06-09 - Driveway Ramps and Wedges, attached as Appendix 3.

Background

All Corporate Policies and Procedures are scheduled for regular review on a rolling three-year cycle to ensure they remain relevant to the City’s operations and emerging priorities, with the following exceptions:

- Where required by legislation, policies are reviewed annually
- Where applicable to a term of Council, policies are reviewed on a four-year cycle

Staff responsible for reviewing Corporate Policies and Procedures may determine that a policy is no longer required and request that it be rescinded. In the course of the 2024 scheduled policy reviews, staff have identified 3 policies that are no longer required.

Comments

Employee and Volunteer COVID-19 Vaccination

Corporate Policy and Procedure - 01-07-16 - Employee and Volunteer COVID-19 Vaccination was implemented in 2021 in direct response to the COVID-19 pandemic. The policy was suspended in 2022, in response to the slowing rate of new COVID-19 infections. The rationale for suspending (rather than rescinding) the policy at that time was to be prepared to quickly

respond to a potential new wave of infections. However, the policy no longer reflects current public health guidance and requirements and is no longer relevant to the City's operations.

Spill Response in the City

Under Part X of the Environmental Protection Act, R.S.O. 1990, c. E.19, the City of Mississauga has a responsibility to develop and implement a spill contingency plan. The City's Spill Response Plan is maintained by the Office of Emergency Management, with input from various City Divisions including Works Operations & Maintenance, and Mississauga Fire & Emergency Services. The Spill Response Plan is updated on a regular basis, and members of the City's Spill Response Committee meet every three years to review the plan collectively.

Given that the Spill Response Plan includes all of the legislated elements of a municipal spill contingency plan, Corporate Policy & Procedure - 09-07-01 - Spill Response in the City, has become a redundant duplication of information since its initial inception. The policy does not contain any additional legislative or operational information that could not be found in the Spill Response Plan. As such, the policy no longer provides value to the City from a legislative, administrative, or operational perspective.

Driveway Ramps and Wedges

The old standard roll-type and precast curbs within the City have been mostly eliminated through the City's Capital Roadway Rehabilitation Program and replaced with standard barrier and dropped curbs. As a result, there is no longer a need to have this policy in place. Any residual properties that may still have a roll-type or precast curb can have them addressed through the Curb Improvement Policy, without introducing hazards to the roadway.

Financial Impact

There is no financial impact resulting from the Recommendation in this report.

Conclusion

The policies listed below are no longer relevant to the City's operations and emerging priorities and are no longer required:

- Corporate Policy and Procedure - 01-07-16 - Employee and Volunteer COVID-19 Vaccination
- Corporate Policy and Procedure - 09-07-01 - Spill Response in the City
- Corporate Policy and Procedure - 10-06-09 - Driveway Ramps and Wedges

Attachments

Appendix 1: Corporate Policy and Procedure - 01-07-16 - Employee and Volunteer COVID-19 Vaccination

Appendix 2: Corporate Policy and Procedure - 09-07-01 - Spill Response in the City

Appendix 3: Corporate Policy and Procedure - 10-06-09 - Driveway Ramps and Wedges



Raj Sheth, P.Eng, Commissioner of Corporate Services

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