



Definitions and Interpretation Rules

Wherever a word is used in this Policy with its first letter capitalized, the term is being used as it is defined in this section. Where any word appears in ordinary case, its regularly applied meaning in the English language is intended. Defined terms may be used throughout this policy in different grammatical contexts.

“**Council**” shall mean the members elected as the legislative body of the Township of Minden Hills Council.

“**Department Head**” shall mean members of the Senior Management Team.

“**Employee**” shall mean any of the following:

1. A person who performs work or supplies services for monetary compensation.
2. A secondary school student who performs work or supplies services for no monetary compensation under a work experience program authorized by the school board that operates the school in which the student is enrolled.
3. A person who performs work or supplies services for no monetary compensation under a program approved by a college of applied arts and technology, university or other post-secondary institution.
4. A person who receives training from an employer, but who, under the *Employment Standards Act, 2000*, is not an employee for the purposes of that Act because the conditions set out in subsection 1 (2) of that Act have been met.
5. Such other persons as may be prescribed who perform work or supply services to an employer for no monetary compensation;

“**Township**” shall mean the Corporation of the Township of Minden Hills.

Purpose

To ensure that senior leadership, management, supervisors and workers foster a healthy and inclusive workplace for its employees.

Scope

The following policy applies to all Employees and members of Council of the Township, including, but not limited to, full-time, part-time, casual and temporary Employees.

Policy

The Township of Minden Hills considers mental health, wellbeing and the psychological safety of its employees to be important part of a productive, effective and healthy workplace. Our organization has established a vision and program for a safe and secure workplace that addresses stigma associated with mental illnesses. This is an organization-wide program involving all employees.

Senior Leadership of the Township of Minden Hills is actively involved in our mental health, wellbeing and psychological safety policy, program and services and is committed to building psychological health and safety into all aspects of Our Organization's operations, processes and procedures, particularly as this relates to incidents of traumatic mental stress and post-traumatic stress disorder.

To achieve our goals, we will;

- Increase awareness about mental health issues through training and create an open dialogue between employees, managers, and leadership.
- Develop policies, programs and services to help all members of our organization and that are consistent with the principles of mutual respect, confidentiality and cooperation across the organization.
- Support managers to help address the mental health, wellbeing and psychological safety of our employees and provide them resources and tools to address demands, conflict, emotional distress or trauma experienced by our workers.
- Focus on the organizations impact on the health and well-being of all employees, not personal health status.
- Evaluate the success of our program at planned intervals.

Adopted by Council, as amended, this 13th day of April, 2017.



Brent Devolin, Reeve



Dawn Newhook, Clerk