

Disconnecting From Work Policy

Date: May 17, 2022

To: Human Resources Committee, CreateTO

From: Chief Executive Officer, CreateTO

Wards: All

SUMMARY

This report includes a draft of CreateTO's proposed Right to Disconnect from Work policy.

RECOMMENDATIONS

The Chief Executive Officer recommends that the Board of Directors adopt the Right to Disconnect from Work Policy, substantially in the form contained in Attachment 1.

FINANCIAL IMPACT

A number of CreateTO staff currently work beyond regularly scheduled hours to keep up with the demands of CreateTO's project load. While it is not currently quantifiable, it is reasonable to expect that the implementation of the Right to Disconnect from Work Policy could result in the need for increased staff in order to continue to maintain CreateTO's current project load.

DECISION HISTORY

This is a new item.

COMMENTS

On December 2, 2021, the Ontario Government passed Bill 27, the *Working for Works Act, 2021* ("Bill 27"), which amends the *Ontario Employment Standards Act, 2000* (the "ESA") to require employers with 25 or more employees to implement a disconnecting from work policy.

Employers are entitled to determine the contents of their policy, nor are the contents of the policy prescribed by Bill 27, so long as the policy is about disconnecting from work. Disconnecting from work is defined in Bill 27 as *"not engaging in work-related communications, including emails, telephone calls, video calls or the sending or reviewing of other messages, so as to be free from the performance of work"*. Employers are permitted to have multiple policies for different categories of employees (eg. management and non-management) or to differentiate between categories of employees within a single policy.

Employers are required to distribute the policy to employees within 30 days of its implementation or amendment and to new employees within 30 days of their hiring.

CreateTO's proposed Disconnecting From Work Policy is set out in Attachment 1.

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SIGNATURE

Vic Gupta
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