

# **Town of Riverview**

## **COUNCIL REPORT FORM**



Presented to: Mayor and Town Council

Presented by: Colin Smith, CAO

Date: October 22, 2018

Subject: Updated Substance Abuse Policy

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### **BACKGROUND**

With the legalization of Cannabis, the HR Department has been working with other departments and consulting peers in the industry to determine what the Town needed to do to update its policies and practices related to this upcoming change. One of the key activities that need to occur is that the Town needed to update its "Substance Abuse Policy" (formerly Controlled Substance Use) to include legal Cannabis. The attached policy is available for Council's review.

The overall policy objective has not changed which is employees are to arrive fit for duty. The additions relate to the unique challenges and issues with Cannabis use was addressed in the policy. Management will be available to discuss the policy at the Committee of the Whole meeting.

Prior to October 17, Town employees were informed the policy was being update and that the legalization of cannabis does not change the obligation of employees to be fit for work when reporting to work. As such, all of our employees are prohibited from reporting to work under the influence of alcohol, cannabis, or any other drugs.

### **CONSIDERATIONS**

Legal: Town Lawyers were consulted and had input in the policy.

Financial: n/a

Stakeholders: staff

Strategic Plan: Strategic Plan Guiding Principles of – Accountability & Transparency

Interdepartmental Consultation: all department heads & shared policy with Union Presidents

Communication Plan: message shared with employees; policy provide after approved; information sessions if necessary can be planned.

### **RECOMMENDATION**

**That the Committee of the Whole recommend that Council approve the updated Substance Abuse Policy.**