

# Thomson Lake Regional Park Authority

**Policy #** P-03-2021

**Policy Title:** Third-Party Harassment Policy & Procedure

**Resolution No:** 2021-147

Thomson Lake Regional Park Authority is committed to providing a workplace free from all forms of harassment and it is our policy that all affiliates be treated with dignity, respect, and courtesy. We do not tolerate harassment in any form, including but not limited to, sexual harassment, verbal abuse, intimidating behaviour, threats, coercion, discrimination, or assault based on such factors as a gender, race, colour, religion, national origin, age, ancestry, physical or mental disability, family care status, veteran status, marital status, sexual orientation, or any other basis protected by the federal and provincial laws.

Such conduct constitutes harassment when (1) submission to conduct is made either an explicit or implicit term (2) submission of or rejection of the conduct is used to intimidate the employee or (3) the conduct has the purpose or effect of interfering with an employee's work performance or creates an intimidating, hostile, or offensive work environment. Harassing conduct can take many forms and includes, but is not limited to slurs, jokes, statements, gestures, pictures, or cartoons. Sexual harassment includes, but is not limited to unwelcome conduct, unwelcome and inappropriate sexual remarks, or physical advances.

Once a complaint is received by an affiliate, we promptly and thoroughly investigate and document the complaint, conduct interviews with both parties, make an assessment and follow our policy based on a two-step process (based on the situation), (1) verbal and/or written warning with a date for follow-up. (2) if the conduct happens again, we the Thomson Lake Regional Park have the authority to enforce this policy and we have the right to **(contact the local RCMP and file a formal complaint or contact a lawyer in order to file criminal harassment charges and/or possible eviction)** anyone causing a disturbance and/or not following the policies.

Adoption of the Policy this day: November 15,2021

  
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Chairperson

  
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Administrator

