

Occupational
Health and Safety

Field Visit Report

Page 1 of 3

OHS Case ID: **4773DCXZQHD**

Field Visit no: **4773DCXZQHD-4773-FV001**

Visit Date: **2025-FEB-19**

Field Visit Type: **INITIAL**

Workplace Identification: **NORFOLK ASSOCIATION FOR COMMUNITY LIVING
644 IRELAND ROAD, SIMCOE, ON CA N3Y 4K2**

Notice ID:

Telephone:
(519) 426-5000

JHSC Status:
Active

Work Force #:
180

Completed %:

Persons Contacted: **Deanna Davidson (Direct Services Manager, certified employer co-chair of the Joint Health and Safety Committee JHSC) OTHERS SEE DETAILED NARRATIVE.**

Visit Purpose: **To investigate a complaint of workplace harassment reported to the MLITSD on February 4, 2025.**

Visit Location: **Boardroom.**

Visit Summary: **Order issued.**

Detailed Narrative:

This Ontario Ministry of Labour, Immigration, Training and Skills Development (MLITSD) Inspector met with this workplace today to investigate a complaint of workplace harassment reported to the MLITSD on February 4, 2025.

The following individuals were spoken to:

Stella Barker (Executive Director) and,

Deanna Davidson (Direct Services Manager, certified employer co-chair of the Joint Health and Safety Committee JHSC).

INSPECTOR'S COMMENTS:

For privacy and confidentiality, the specific allegation of workplace harassment, including the name of the involved individuals were reviewed and discussed with the employer and are not documented in this field visit report.

INSPECTOR ACTIONS/FINDINGS:

Complainant alleges:

Investigation conducted by employer regarding harassment in the workplace was biased.

Inspector findings:

At the time of the investigation, the employer is aware of the complaint and did investigate, however, the investigation was not appropriate for the circumstances.

NOTE TO THE EMPLOYER:

To protect a worker from workplace harassment, it is important that an employer ensure that an investigation is conducted into incidents and complaints of workplace harassment. The investigation must be appropriate in the circumstances. The employer must ensure an investigation is conducted into workplace harassment, whether a worker has formally or informally made a complaint, or the employer is otherwise aware of an incident(s) (for example, if a supervisor witnessed it or learned about it from a third party).

The investigation must be objective. The person conducting the investigation, whether internal or external to the workplace, must not be directly involved in the incident or complaint, and must not be under the direct control of the alleged harasser. This person should have knowledge of how to conduct an investigation appropriate in the circumstances.

Recipient	Inspector Data	Worker Representative
Name <u><i>D Davidson</i></u>	Erica Gavin O.H.S.A. & B.O.S.T.A. INSPECTOR PROVINCIAL OFFENCES OFFICER	Name _____
Title <u><i>Service Manager</i></u>	119 King St W, 14th Fl., Hamilton, ON, L8P 4Y7 MOLIHSHAMILTONEAST@ontario.ca Tel: (289) 244-0567 Fax: (905) 577-1324	Title <u><i>NIA @</i></u>
Signature <u><i>D Davidson</i></u>	Signature <u><i>[Signature]</i></u>	Signature <u><i>[Signature]</i></u> <i>time of signing</i>

You are required under the Occupational Health and Safety Act to post a copy of this report in a conspicuous place at the workplace and provide a copy to the health and safety representative or the joint health and safety committee if any. Failure to comply with an order, decision or requirement of an inspector is an offence under Section 66 of the Occupational Health and Safety Act. You have the right to appeal any order or decision within 30 days of the date of the order issued and to request suspension of the order or decision by filing your appeal and request in writing on the appropriate forms with the Ontario Labour Relations Board, 505 University Ave., 2nd Floor, Toronto, Ontario M5G 2P1. You may also contact the Board by phone at (416) 326-7500 or 1-877-339-3335 (toll free), mail or by website at <http://www.dlrb.gov.on.ca/> for more information.

The Government of Ontario wants to hear from you. You can provide feedback on this visit at 1-888-745-8888

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Order(s) /Requirement(s) Issued:

To:
NORFOLK ASSOCIATION FOR COMMUNITY LIVING FOUNDATION

Org/Ind Role:
Primary Employer

Mailing Address:
664 IRELAND ROAD, SIMCOE, ON, CA N3Y4K2

Order(s) /Requirement(s) Description:

You are required to comply with the order(s) /requirement(s) by the Comply by dates listed below.

No	Type Code	Act/Reg	Year	Sec.	Sub Sec.	Clause	Text of Order/Requirement	Comply by Date
1	Time	OHSA	1990	32.0.7	1	a	The employer shall ensure that an investigation is conducted into incidents and complaints of workplace harassment that is appropriate in the circumstances. At the time of the investigation, the employer conducted an investigation that was not appropriate in the circumstances.	2025-MAY-23
4773DCXZQHD-4773-OR001								

Recipient	Inspector Data	Worker Representative
Name _____	Erica Gavin	Name _____
Title _____	O.H.S.A. & B.O.S.T.A. INSPECTOR PROVINCIAL OFFENCES OFFICER 119 King St W, 14th Fl., Hamilton, ON, L8P 4Y7 MOLIHSHAMILTONEAST@ontario.ca Tel: (289) 244-0567 Fax: (905) 577-1324	Title _____
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