

# HR QUARTERLY BULLETIN

AUTUMN 2023

**Driving change and shaping the future**



## LEGAL UPDATES

Minimum wage increase in Ontario effective October 1, 2023

## HEALTH & WELLNESS

Organizational Resilience – how to equip your organization with the resources and tools to help you team members build and maintain resilience.

## FEATURE ARTICLES

Are you prepared for the Covid & flu season this fall?

What does a results-focused workplace look like?



Employers have been adjusting to everchanging and shifting priorities during and post-pandemic. At S&G HR Consulting, Sandra & Marina support local businesses to adapt to these changes by providing consulting services, policy development, and training programs that fit their organization's unique, specific needs. For any additional questions, please contact us through our [website](#) or call us at [905-325-3396](tel:905-325-3396).



## LEGISLATIVE UPDATES

### Minimum Wage Increase

Effective October 1, 2023, the minimum wage rates will increase in Ontario as indicated below for general and minimum wage rates. You can also find more information at [Minimum wage | Your guide to the Employment Standards Act | ontario.ca](#).

- General minimum wage - \$16.55 per hour
- Student minimum wage - \$15.60 per hour  
*This rate applies to students under the age of 18 who work 28 hours a week or less when school is in session or work during a school break or summer holidays.*

## HEALTH & WELLNESS

### Building Resilience

Resilience is an evolving process that emphasizes our capacity to cope with stress and how we utilize resources to build and maintain well-being. In this context, families, service providers, communities, and employers play a significant role.



To build a resilient organization, you must be equipped with the necessary tools to put in place. This includes the resources that an organization offers in addition to the rugged factors that are within everyone's control.

| Personal – Rugged Factors   | Organization – Resources   |
|---|--|
| <ul style="list-style-type: none"> <li>• <b>Expressing Gratitude</b> - Be available for loved ones, thank your team members and give back to your community.</li> <li>• <b>Show Self-Confidence</b> - Consider mentoring others, celebrate mistakes, and identify learning opportunities.</li> <li>• <b>Be Optimistic</b> - Congratulate others and celebrate each team member's success; focus on positive solutions and outcomes.</li> <li>• <b>Problem-Solving</b> - Carefully identify problems that need to be solved and evaluate potential solutions, ask solution-oriented questions.</li> <li>• <b>Being Mindful</b> - Focus on one task at a time, go for walks, meditate, and practice breathing exercises; take time to reflect on progress and priorities.</li> <li>• <b>Get a good night's sleep</b> - Develop a routine to ensure proper sleep and limit screen time before bedtime, Ensure your environment is comfortable for sleeping (temperature, lighting, quiet space).</li> <li>• <b>Good nutrition</b> - Get nutritional information through your Employee Assistance Program (EAP), encourage healthy food choices through a supportive work environment, and plan to prepare a healthy lunch and snacks.</li> <li>• <b>Physical Activity</b> - Take time for stretch exercises throughout the day, check out safe walking paths near your workplace, and look at ways to include physical activity as part of your daily routine (gym memberships, walking, running, cycling).</li> </ul> | <ul style="list-style-type: none"> <li>• <b>Fostering Culture:</b> Build a positive culture within your workplace, promote cultural understanding; celebrate and acknowledge cultural differences and diversity.</li> <li>• <b>Fostering Structure:</b> Set boundaries to maintain a balance between work and home life, delegate tasks and collaborate with others, prioritize work, and maintain focus.</li> <li>• <b>Fostering Basic Needs:</b> Report unhealthy working conditions to the supervisor, Health &amp; Safety Representative or JHSC, and ensure learning of resources that are offered through extended health benefits, EAP, or within your community.</li> <li>• <b>Fostering Accountability:</b> Define roles and responsibilities, build a collaborative environment that is transparent and focused on learning.</li> <li>• <b>Fostering Supportive Relationships:</b> Practice active listening with team members, have a collaborative approach, proactively manage barriers between team members, and build mutual respect and trust within the team.</li> <li>• <b>Fostering a Powerful Identity:</b> Highlight unique skills, recognize your team member's successful accomplishments, and identify opportunities for learning and development.</li> <li>• <b>Fostering Fair Treatment at Work: Be</b> honest and open-minded, ensure everyone has a chance to contribute; consider how your actions impact others; ensure knowledge of workplace policies, and procedures that ensure fair and consistent treatment.</li> <li>• <b>Fostering Control:</b> Seek assistance if you need help managing your workload, provide feedback regularly and constructively.</li> </ul> |

## FEATURED ARTICLES

### Are you ready and prepared for the covid/flu season this fall?

There are several measures you can now be considering in your workplace ahead of the covid/flu season.



#### ***Encouraging and reminding your employees to:***

- Have the latest vaccination.
- Practice physical distancing.
- Practice good hand washing hygiene.
- Wear a mask in public spaces.

#### ***Things the workplace can do:***

- Send out a reminder communication to employees.
- Advise employees to stay at home if unwell.
- Establish good cleaning and disinfecting practises.
- Install physical barriers, touchless controls, rearrange workstations.
- If feasible, allow remote working.
- Provide reasonable accommodations.
- Update the business continuity plan.
- Check your PPE supplies and provide training where required.
- Install hand hygiene equipment and supply of hand sanitizers.

#### **What does a results-focused workplace look like?**

Building an effective workplace culture and environment is where all the employees are truly valued as individuals and the employer cares about the well-being of their employees. Businesses need to overcome the belief that an employee is only successful in their role if they are sitting in an office/home space for a set number of hours.

#### **Resources:**

For your free Organizational Assessment, click [here](#)

For access to further resources and useful links relating to Covid-19, health and safety mandates, and public health updates, please visit: [S&G HR Consulting Resources](#).