



Municipality of North Grenville

To:	Mayor and Council	Meeting Date: 2021/01/12
Subject:	Health & Safety Policy Statement	Report No: MHR-2020-001
Prepared by:	Tim Osborne, Manager of Human Resources	File No: C7-MHR

RECOMMENDATION(S)

THAT Council approve the 2021 Health and Safety Policy Statement for the Municipality of North Grenville.

EXECUTIVE SUMMARY

Purpose

- **Legislation:**

Per Section 25 (2) (j) of the Occupational Health and Safety Act:

"An employer shall prepare and review at least annually a written Occupational Health and Safety Policy and develop and maintain a program to implement that policy."

The Health & Safety Policy Statement outlines the Municipality's commitment to Health & Safety of our employees and in our operations.

Key Findings

- Protects the health & safety of all employees

Financial Implications

- Unknown

BACKGROUND

The Health & Safety policy has been in effect since at least 2016 and is reviewed annually by the Municipal Joint Health & Safety Committee (JHSC). The Health & Safety Policy Statement confirms our commitment to the policy.

COMMENTS/ANALYSIS

The Municipal Health & Safety Policy has been reviewed and meets the goals and legislative requirements of the Municipality of North Grenville as it relates to the Occupational Health and Safety Act. The Health & Safety Policy Statement summarizes the commitment of the Municipality to employee health and safety.

Once the Municipality of North Grenville 2021 Health and Safety Policy Statement has been approved and signed by the Mayor and Chief Administrative Officer, it will be distributed to all work locations and communicated to all staff as per legislative requirements.

EXISTING POLICY/BY-LAW

Refers to Policy # G-1 Approval Date: Sept. 26/16

FINANCIAL IMPACT

This item has been identified in the current budget: Yes ☐ No ☐ N/A ☒

This item is within the budgeted amount: Yes ☐ No ☐ N/A ☒

Staffing implications, as they relate to implementing Council's decision on this matter, are limited to the existing staff complement and applicable administrative policies as approved by Council.

PUBLIC INPUT

N/A

INTERNAL/EXTERNAL CONSULTATION

External: N/A

Internal: As has been reviewed and adopted by the Municipality and its Joint Health & Safety Committee (the policy has been in existence for several years as required by Legislation). The Policy Statement confirms our commitment to the policy.

CONCLUSION

As the employer, it is obligatory of us to prepare and review on an at least annual basis, a written Occupational Health and Safety Policy and further, that we develop and maintain a program to implement that policy for the health and safety of our employees. The attached Policy Statement confirms our commitment to Health & Safety.

SIGNATURE

Prepared by:

Original Signed By

Name: Tim M Osborne

Title: Manager of Human Resources

Submitted for

Council consideration by:

Original Signed By

Name: Gary Dyke

Title: Chief Administrative Officer

ATTACHMENTS

- Attachment 1: Health and Safety Policy Statement