

Title: ICE COVER WORK OPERATIONS

Policy No: 3009

Effective Date: April 12, 2016

Motion Number: 16.04.135

Supersedes Policy No: (None)



MUNICIPAL DISTRICT OF GREENVIEW NO. 16
"A Great Place to Live, Work and Play"

Purpose: The purpose of Ice Cover Work Operations policy is to specify standards for acceptable safety practices for Greenview staff and Contractors engaged in operations on Ice Covers.

DEFINITIONS

Ice Cover – The portion of an ice surface that is floating (buoyant) on a river, lake, pond or peatland and that is capable of carrying an external load.

Readily Available Assistance – Three factors must be assessed when determining if assistance is “readily available” in the event of an injury, illness or emergency:

- (1) Awareness — will other persons capable of providing assistance be aware of the worker’s needs?
- (2) Willingness — is it reasonable to expect those other persons will provide helpful assistance?
- (3) Timelines — will assistance be provided within a reasonable period of time?

Working Alone – Is where a worker is working by themselves and assistance, in the event of an injury, illness or emergency, is not readily available to the worker.

POLICY

- 1. Work, travel, and parking on Ice Covers shall be carried out as a planned work activity that recognizes and reasonably implements controls for the hazards associated with work activities.
- 2. Working Alone on Ice Covers is prohibited.
- 3. Training shall be provided to those working on Ice Covers and include emergency rescue techniques. Supervisors are responsible to schedule training and ensure an acceptable level of competence in trainees. Documentation of this training shall be sent to the Safety Officer who shall update training records and file with the Records Department and Human Resources.
- 4. All staff and contractors shall comply with the “Best Practice for Building and Working on Ice Covers in Alberta” and “Field Guide to Working Safely on Ice Covers”.

5. All staff and contractors shall comply with Occupational Health and Safety legislation of Alberta and any applicable legislation.

6. Safe work procedures that form part of the Greenview Safety Manual shall be implemented by staff and contractors working on Ice Covers.

PROCEDURE

1. Managers shall ensure that Supervisors, contractors and staff conduct job hazard assessments and training appropriate to the Ice Cover work operations.

2. Supervisors shall ensure that Ice Safety Plans are in place prior to work commencing. Ice Safety Plans must include hazard identification, hazard controls, emergency response plans, and mandated personal protective equipment.

3. Ice Safety Plans shall be reviewed at least once daily and when there is a sudden, significant change in weather, new workers, changes in equipment, changes in work tasks, and at reasonable intervals to prevent the development of any unsafe working conditions.

REGULATIONS

1. Greenview Policy Manual
2. Greenview Health & Safety Manual
3. Occupational Health and Safety Act, Regulations, and Code
4. Best Practice for Building and Working on Ice Covers in Alberta, OHS Alberta
5. Field Guide to Working Safely on Ice Covers, OHS Alberta