

**Title: Corporate Health and Safety Policy**

**Policy No: 2500**

**Effective Date: July 11, 2023**

**Motion Number: 23.07.367**

**Supersedes Policy No: 3015**

**Department: Health and Safety**

**Review Date: July, 2026**



**Legal References:**

CSA Standard Z45001-19 Occupational Health and Safety Management Systems

**Cross References:**

Policy 02-115 "Occupational Responsibilities"

**Purpose:** Greenview supports a safe and healthy working environment. The purpose of this policy is to ensure everyone is aware of the Health and Safety Commitment from Greenview.

## 1. DEFINITIONS

- 1.1. **Chief Administrative Officer** means the Chief Administrative Officer of Greenview or designate.
- 1.2. **Greenview** means the Municipal District of Greenview No. 16.

## 2. POLICY STATEMENT

- 2.1. Greenview is committed to the protection of the Health and Safety of each worker.
- 2.2. This policy shall be reviewed annually following the completion of the safety audit.
- 2.3. Greenview is committed to promoting a safe and healthy workplace for all workers, contractors, citizens, and visitors. Council and Management support the implementation of a Health and Safety Program, which:
  - A) Ensures procedures and practises for safe work performance;
  - B) Provides protective equipment as required;
  - C) Is committed to providing training to all workers in safety and health practises; and
  - D) Encourages active involvement by all workers in developing and maintaining an effective Health and Safety Program.
- 2.4. In pursuit of Greenview's commitment, Greenview will develop, implement, and enforce such policies and procedures which promote and provide a healthy and safe work environment. In fulfilling this commitment to protect both people and property, management will provide and maintain a safe and healthy work environment in accordance with industry standards and legislative requirements. Greenview will strive to eliminate any foreseeable hazards which may result in incidents that may cause death, property damage, or personal injury or illness.
- 2.5. Greenview is committed to working closely and proactively with Greenview's Health and Safety Committee with an aim to prevent injuries and incidents within Greenview's facilities and worksites. Greenview recognizes that the responsibilities for health and safety must be

shared to effectively maximize our efforts. Active worker involvement is encouraged and in conjunction with good management will help to control the potential for incidents. Safety is the direct responsibility of the CAO, Directors, Managers, Supervisors, workers, and contractors.

- 2.6. Recognizing that Greenview is engaged in providing public services there is an obligation to provide those services in an efficient, effective, and safe manner. All management activities will comply with Greenview’s safety requirements as they relate to planning, operation and maintenance of facilities and equipment. All workers will perform their jobs properly in accordance with established policies and safe work procedures.
- 2.7. The employer, supervisor and workers at every level are responsible and accountable for health and safety. Active participation by all worksite parties in health and safety excellence includes maintaining the physical, psychological, and social well-being of Greenview workers.
- 2.8. Please refer to Greenview's Occupational Responsibility Policy 02-115 for guidance on individual work parties' responsibilities.

**3. PURPOSE OF THE HEALTH AND SAFETY PROGRAM**

- 3.1. Greenview’s Health and Safety Program is based on the fundamental concept that a healthy and safe work environment can be achieved through knowledge, cooperation, and adherence to provincial legislation, and incident prevention measures.

*Stacey Walick*

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CHIEF ADMINISTRATIVE OFFICER

7/20/2023

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Date