



## THE CORPORATION OF THE MUNICIPALITY OF KINCARDINE

**Subject:** Health & Safety Policy Statement

**Report Number:** CAO's-2020-01

**Meeting Date:** Monday, March 2, 2020

---

**Recommendation:** THAT Council approve *MKHS 101 - Health & Safety Policy Statement*.

**Date to be considered by Council:** Monday, March 2, 2020

**Report Summary:**

The purpose of this report is to obtain approval for the updated Health & Safety Policy Statement which is the overarching document that will guide the health and safety program at the Municipality of Kincardine. The Health & Safety Policy Statement will be signed by the CAO and communicated to all staff upon approval.

**Origin:** Health & Safety Audit completed in June 2019

**Existing Policy:** Occupational Health & Safety Manual

**Background/Analysis:** As previously reported this year, improvements are currently being made to the Health & Safety Manual at the Municipality of Kincardine. The current Health & Safety Manual is one document that holds all policies, guidelines and forms and it was identified that it required some updates. The new corporate Health & Safety Manual will consist of an updated overarching Health & Safety Policy Statement and will be accompanied by a number of individual procedures that will address compliance, awareness, training & operational requirements. The purpose of a Health & Safety Policy Statement is to ensure that the employer is in compliance the Occupational Health & Safety Act (OHSA) and its regulations and it provides guidelines for establishing and implementing procedures that will reduce workplace hazards, reduce the risk of injury and promote worker health. Upon approval, this Health & Safety Policy Statement will be signed by the Chief Administrative Officer each year and will be posted on all Health & Safety Boards throughout the Municipality of Kincardine workplaces and will be communicated to all staff.

**Community Plan and Integrated Community Sustainability Plan (ICSP)**

**Considerations:** Not Applicable

**Financial Implications:** None

**Attachments:** MKHS 101 - Health & Safety Policy Statement