

# CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN

## BY-LAW NO. 08-320

Being a by-law adopt Health and Safety Policies HS-001-01;  
HS-002-00; HS-003-00; HS-004-00; and HS-005-00

**WHEREAS** *Section 224b of the Municipal Act, 2001* as amended (the Act) requires all municipalities to develop and evaluate the policies and programs of the municipality;

**AND WHEREAS** *Section 10 Subsection 2(6)* of the Act recognizes that municipalities may pass by-laws respecting the health, safety and well being of persons;

**AND WHEREAS** *Section 25 Subsection 2(h)* of the *Occupational Health and Safety Act* as amended requires employers to take every precaution reasonable in the circumstances for the protection of a worker;

**AND WHEREAS** the Council for the Corporation of the Township of South Algonquin is vitally interested in the health and safety of its employees and makes every effort to provide a healthy and safe work environment;

**NOW THEREFORE** the Council for the Corporation of the Township of South Algonquin hereby approves and adopts the following policies:

Health and Safety Policy HS-001-01 (attached as Appendix A)

**Purpose:** The Mayor and Council for the Township of South Algonquin and its' employees together have essential health and safety responsibilities. All jobs must be done in a safe, healthy and effective manner to ensure a healthy and injury-free environment. The objective of the Township of South Algonquin is to provide all departments and committees under their control with direction to maintain healthy and safe workplaces and work practices for all employees and volunteers in order to reduce or prevent employment injury or illness.

Every employee and volunteer has the right to work in, and are encouraged to be actively involved in maintaining a healthy and safe environment. Cooperation between the employer, staff and volunteers is desirable in developing and maintaining healthy and safe workplaces. The prevention of accidents, injury and occupational illness should be an integral part of every job or volunteer activity in the Township of South Algonquin. An internal responsibility system recognizing the roles of every workplace participant, from employee and volunteer to employer and Council – is the key to an effective health and safety program.

Health and Safety Representatives Policy HS-002-00 (attached as Appendix B)

**Purpose:** To develop roles and responsibilities for health and safety representative to ensure compliance under the *Occupational Health and Safety Act* (OHSA).

Hazard Reporting Policy HS-003-00 (attached as Appendix C)

**Purpose:** To identify the steps to be taken for reporting hazardous conditions that may arise in the workplace.

Injury/Illness/Incident Investigation Policy HS-004-00 (attached as Appendix D)

**Purpose:** To provide a procedure where all occurrences such as injuries, occupational illnesses, property damage, near misses can be investigated to prevent recurrence.

Workplace Inspections Policy HS-005-00 (attached as Appendix E)

**Purpose:** To assess the quality of workplace conditions, equipment and methods, and the quality and adequacy of controls for hazards in the workplace.

**REPEAL OF BY-LAWS**

Any other by-law inconsistent with or antedating this By-law is hereby repealed.

**DATE BY-LAW COMES INTO EFFECT**

This by-law shall come into force and take effect upon final passing.

**READ A FIRST, SECOND AND THIRD TIME AND PASSED AND ENACTED this 7th day of August 2008.**

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Percy Bresnahan, Mayor

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Harold Luckasavitch, Clerk-Treasurer

*(Schedules are available at the Township Office for review)*