



City of Grand Forks  
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# Council Policy

## Health and Safety Policy

Approval Date: November 23, 2020

Resolution No.: R292/20/11/23

Rescinded: N/A

Contact Department: Corporate Services

### **Purpose**

The City of Grand Forks ('the City') is vitally interested in the health and safety of its employees. Protection of employees from injury or occupational disease is a major continuing objective and the City will make every effort to provide a safe, healthy, and respectful work environment. The City is ultimately responsible for worker health and safety, and will take every reasonable precaution possible for the protection of our employees.

The City is committed to promoting a safe, healthy, and respectful workplace for all employees, contractors, customers and visitors. We understand the importance of safety to the well-being and productivity of our people, and strive to safeguard the workplace from injury and malfeasance through neglect of duty towards safety. purpose of this Policy is to provide for guidance regarding adoption of Council policies & bylaws.

### **Scope**

This policy applies to all employees of the City, as well as volunteer fire fighters, general volunteers, contractors and consultants, whether on a permanent, temporary, casual, contract or student basis.

### **Policy Statements**

1. Council and the Chief Administrative Officer ('CAO') must ensure that resources are allocated properly to achieve the health and safety requirements of employees.
2. The CAO will develop, implement, manage, and enforce administrative policies and procedures that promote and provide a healthier, safer, and more respectful work environment.
3. The CAO is expected to:
  - a. follow all Federal, Provincial, and Local workplace health and safety legislation when managing these policies and procedures, and that the policies comply with the City's legal obligations.
  - b. supply an effective strategy that can manage the occupational health and safety concerns of the City.
  - c. correct Health and Safety hazards upon notification of them.
  - d. foster a workplace culture of safety, with appropriate leadership.
  - e. review the policies efficiency on an annual basis, and revise where necessary.
  - f. Set up procedures that allow for a fair and safe process for reporting health and safety concerns
  - g. Utilize stakeholder input to continuously improve the City's health and safety program.
4. Any potential workplace health and safety concerns regarding members of Council should be reported to the CAO or through the process as defined in the Council Code of Conduct policy – 308.

### **Resolutions and Amendments**

March 16, 2009 – Council Policy 604 Established

November 23, 2020 – R292/20/11/23 – Council Policy 604 Updated with v2