



The Corporation of the Town of Tecumseh

Chief Administrative Officer - People & Culture

To: Mayor and Members of Council
From: Michelle Drouillard, Director People and Culture
Date to Council: November 26, 2024
Report Number: CAO-PC-2024-10
Subject: Health and Safety Policy No. 7 Annual Review

Recommendations

It is recommended:

That Health and Safety Policy No. 7, as reviewed for the year 2024, in accordance with Section 25(2)(j) of the Occupational Health and Safety Act, **be approved;**

And that Health and Safety Policy No. 7 **be posted** in all Municipal Buildings.

Background

Section 25(2)(j) of the Occupational Health and Safety Act, R.S.O. 1990, c.0.1. (Act), states an employer shall “prepare and review at least annually a written occupational health and safety policy and develop and maintain a program to implement that policy.”

Comments

Health and Safety Policy No. 7

The Health and Safety Policy states:

“The Corporation of the Town of Tecumseh is vitally interested in the health and safety of its employees. A major ongoing objective is to protect employees from workplace

injury or illness. The Corporation of the Town of Tecumseh makes every effort to provide a healthy and safe work environment. All supervisors and workers must be dedicated to the objective of reducing the risk of injury and illness.”

As the employer, the Corporation is ultimately responsible for the health and safety of all its workers.

The Chief Administrative Officer and Members of Council are committed to taking every reasonable precaution to protect workers from harm.

Directors and Managers and Supervisors are accountable for the health and safety of workers under their supervision and are responsible for ensuring that machinery and equipment are safe, and that workers follow established safe work practices and procedures.

All employees must receive adequate training in their specific work tasks to protect their health and safety. All employees have received the training necessary for their respective positions within the Corporation.

Every employee, sub-contractor and employee of a sub-contractor must also protect his/her own health and safety by following the law, and the Corporation’s safe work practices and procedures. Additionally, they must report all hazards immediately to a Director and/or Manager and/or Supervisor.

In accordance with the Act, the Health and Safety Policy has been reviewed by the Joint Health and Safety Committee.

There have been no recommended changes to the Policy for 2024.

A copy of the Health and Safety Policy is attached as Appendix 1.

Consultations

Chief Administrative Officer
Joint Health and Safety Committee

Financial Implications

There are no direct cost implications associated with Health & Safety policies.

Health and safety practices/procedures, as well as employee training, are legislated requirements that prevent workplace injuries. Workplace injuries can create financial implications such as loss of work and employee health care.

Link to Strategic Priorities

Applicable	2023-2026 Strategic Priorities
<input type="checkbox"/>	Sustainable Growth: Achieve prosperity and a livable community through sustainable growth.
<input type="checkbox"/>	Community Health and Inclusion: Integrate community health and inclusion into our places and spaces and everything we do.
<input checked="" type="checkbox"/>	Service Experience: Enhance the experience of Team Tecumseh and our citizens through responsive and respectful service.

Communications

Not applicable

Website

Social Media

News Release

Local Newspaper

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Michelle Drouillard, BA Hons., CHRL
Director People & Culture

Reviewed by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	Attachment Name
1	Health and Safety Policy