



## Health and Safety

<b>Policy No.:</b> C-4	<b>Council Resolution No.:</b> 48/2024
<b>Department:</b> Administration	<b>Authority:</b> Council
<b>Effective Date:</b> February 2005	<b>Revision Date:</b> February 2008, February 2011, July 2012, June 2013, May 2014, March 2019, August 2021, February 2024
<b>Review Date:</b> February 2025	<b>Repealed Date:</b>
<b>Supersedes:</b> 03/10/14	
<b>Related Procedure No.:</b> C-4.10	
<b>Related Procedure Name:</b> Health and Safety Program Safety Training Directive	

### 1.0 PURPOSE

- 1.1 The Town of Taber is committed to ensuring the health and safety of every worker, including the protection of its employees' physical, psychological, and social well-being and from the accidental loss of its resources. It is the Town of Taber's goal to perform all operations in a safe and effective manner, which will not adversely affect employees, clients, contractors, visitors, the public, or the environment. The Town of Taber recognizes that accident prevention is an essential part of our operations and as such, will empower each individual to actively participate in the implementation of the OHS program.

### 2.0 POLICY STATEMENT

- 2.1 In fulfilling this commitment to protect both people and property, management will provide and maintain a safe and healthy work environment in compliance with legislative requirements and will strive to eliminate any foreseeable hazards which may result in property damage, accidents or personal injury/illness. The protection of employees from injury or occupational disease is a major continuing objective.
- 2.2 All supervisors, employees and contractors must protect their own and fellow workers' health and safety by working in compliance with the *Occupational Health and Safety Act*, Regulations and Code, and all applicable safe work practices and procedures established by the Town of Taber. By working together and giving the most careful attention to Health and Safety, we will meet our shared objective of a healthy and safe work environment.
- 2.3 Town of Taber will ensure contractors and their workers are responsible for meeting or exceeding the requirements of the Town of Taber Health and Safety Program.



- 2.4 All employees at all levels will be made aware of their health and safety responsibilities and held accountable to comply with Occupational Health and Safety Legislation and the Town of Taber's health and safety policies and standards.
- 2.5 All employees will be equally responsible for minimizing hazards to reduce incidents/injuries on our worksites and conducting themselves in accordance with the intent and spirit of this Policy. Safe work practices and procedures are clearly defined in the Town of Taber Health and Safety Program for all employees to follow, incorporating the right to know, the right to participate, and the right to refuse unsafe work.
- 2.6 In order to protect the health of workers, all management functions will comply with the Town of Taber Health and Safety Program as it relates to operations and maintenance of facilities and equipment.
- 2.7 The safety information in this policy does not take precedence over the *Occupational Health and Safety Act*, Regulations and Code. All employees must be familiar with the *Occupational Health and Safety Act* and Regulations and Code.
- 2.8 It is the responsibility of the Chief Administrative Officer and the Management Team to ensure that the provisions, spirit, and intent of the policy is adhered to.

As Council for the Town of Taber, we fully support our OHS program and we are fully committed to providing a safe work environment for all. Through open lines of communication and cooperation between all workplace parties, the Town of Taber will achieve the objective of a workplace free of hazards, injury, and illness. This Health and Safety Policy Statement will be reviewed at least annually and may be updated or changed as required. Records of the review will be kept readily available.

**3.0 ADDITIONAL REFERENCES**

- *Occupational Health and Safety Act*, Regulations and Code
- *Workers Compensation Act* and Regulations (Alberta)
- Criminal Code (Canada)
- SDS Binder
- Employee Code of Conduct Policy and Procedure

  
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MAYOR

FEB 21, 2024  
DATE

  
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CHIEF ADMINISTRATIVE OFFICER

Feb. 20/24  
DATE

