

# 2009 HEALTH AND SAFETY REPORT

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As in the past, the 2009 Health and Safety Committee focused on the requirements outlined in the “ Safe Communities Incentive Program”. As defined in the program, emphasis was placed on ensuring that all employees understood and conformed to the Company Health and Safety Policy, Roles and Responsibilities of the Joint Health and Safety Committee, Employer Health and Safety Responsibilities, Supervisor Health and Safety Responsibilities, and Worker Health and Safety Responsibilities.

As required in the Occupational Health and Safety Act, the structure of the Committee consisted of at least 50% of its members being non-management workers. A Board representative is welcome to attend Committee meetings as a liaison, however, the rep does not have a vote.

During the winter months of 2008/2009, management updated our *Staff Policies and Procedures Manual* which each employee is required to read and acknowledge in writing. Also, the Committee continued its Health and Safety survey program distributed to each department. The survey is initially discussed with staff upon review of the Policies and Procedures Manual. As is the policy of the Committee, should any employee present a safety issue, the Committee will address the concern and work on an immediate solution.

On April 20<sup>th</sup>, a staff Health and Safety meeting was held to address all related topics for the operation our Club. Throughout the golf season, the Committee met on a monthly basis under the mandate of promoting a safe working environment and complying with the Occupational Health and Safety Act. Issues addressed included monthly department safety audit reports, WHMIS training, CPR and defibrillator training, review of MSDS binders and the promotion of materials and minutes on the Staff Health and Safety Bulletin Board. Emergency radios and first aid stations were checked on a regular basis to ensure that any situation could be properly addressed.

As required in the Town of Collingwood Pesticide By-law, our Course Superintendent, Don Campbell worked closely with the Town's Manager of Greenspace to keep her informed in writing of all pesticide use. As required by the Ministry of the Environment, Don has competed the written exam for the Integrated Pest Management program. In the future, daily reports must be completed for the Ministry.

The season culminated with a staff BBQ in which the employees were congratulated for their attention to safety in the workplace during the year.

I would like to thank the staff for their responsible attitude toward health and safety issues and concerns. They are to be commended for their implementation of required standards established by the Health and Safety Act and enforced by the Ministry of Labour.

Respectfully submitted,

David Finbow  
Health and Safety - Board Representative

