



Feb. 4, 2011

City Council Committee Report

To: Mayor & Council

Fr: Bruce Graham

Re: Policy Statement Signing

Recommendation:

That in accordance with the annual legal requirement to review, approve, and sign accordingly the below noted policies, authorization is hereby given for the Mayor and Chief Administrative Officer to execute the documents on behalf of the municipality:

The City of Kenora Occupational Health and Safety Policy Statement;
The City of Kenora Workplace Harassment Policy;
The City of Kenora Workplace Violence Prevention Policy; and,
The Drinking Water Quality Management System Commitment and Endorsement Page.

Background: There is a legal requirement to review the three policy documents (Health and Safety, Harassment, and Violence) at least annually. By having council review and sign these statements once each year the City is complying with this legislative requirement. The DWQMS Commitment and Endorsement Page is not a legislated requirement but it is important that each new council be aware of the program and indicate their commitment to it.

Budget: N/A

Communication Plan/Notice By-law Requirements: Signed documents will be returned to Bruce Graham for appropriate duplication and distribution.