

POLICY	
Policy Number: HS2020-014	Date Approved: January 2013
Department: Health and Safety	Date Reviewed: October 2020
Airport Safety	

1. Policy Statement

Safety at the Kirkland Lake Airport and maintaining the confidence of the travelling public in the safety of the aviation industry, is vital. Through the introduction of a Safety Management System we are committed to provide a systemic, explicit and comprehensive process for managing airside safety risks.

By embracing this Safety Management System, the Corporation will be able to establish safety as an integral part of the airport culture which will include:

- Recognizing that safety is paramount.
- Minimizing risks associated with aircraft operations.
- Developing and continuously improving the airport's safety processes and performance.
- Identifying hazards, assessing risks and implementing control measures.
- Documenting safety activities and maintaining records.
- Auditing our system on a regular basis.

2. Purpose

To ensure risks arising from the Airport are identified and controlled in order to protect the safety of the employees that work at this location.

3. Scope

This policy applies to any Town of Kirkland Lake (the Corporation) employees who work at the airport.

4. Definitions

Not Applicable

5. Policy & Procedures

Reporting of any real or perceived safety issues is essential to the success of our Safety Management System and is encouraged. Therefore, anyone who reports an aviation safety issue or makes suggestions that seek to improve aviation safety will not be subject to disciplinary action except in cases involving unlawful acts, gross negligence or willful violations where the individual is deemed responsible.

To be effective our Safety Management System must work from the bottom up and to do that it must have support from the top down. We are committing to providing that support and encourage everyone to become actively involved in the management of airside safety risks at our airport.

In addition, all employees of the Corporation are expected to comply with all the Corporation's Health & Safety Policies. Where there is a discrepancy between the Canadian Labour Code, and the Provincial Legislation, in terms of Safety requirements or Practices, the Canadian Labour Code shall take precedence.

6. Summary

Legislation

Canadian Labour Code