



**Occupational Health and Safety**  
Director of Inspection  
HSC Approvals  
J.G. O-Donoghue Building  
Main Floor, 7000 – 113 Street  
Edmonton, AB T6H 5T6  
[www.work.alberta.ca](http://www.work.alberta.ca)

April 8, 2019

Don Doherty  
Occupational Health and Safety Coordinator  
Buffalo Trail Public Schools  
1041 – 10A Street  
Wainwright, Alberta T9W 2R4

Dear Mr. Doherty:

**Re: Approval Request pursuant to Section 16(4) of Alberta's *Occupational Health and Safety Act*, Approval ID: OHS-APP-000439.**

Thank you for your request for an approval, dated January 25, 2019, seeking to vary the procedures and practices for a Joint Work Site Health and Safety Committee (JHSC) pursuant to section 16(4) of the *Occupational Health and Safety Act (OHS Act)*.

The *OHS Act* allows a Director to issue an approval to an Employer whose application meets the necessary terms and conditions.

Occupational Health and Safety (OHS) has reviewed all documents received including the application letter, proposed terms of reference, and supporting documentation.

As a result of the review of the application and supporting documentation, I am granting the approval to vary the procedures and practices as follows:

1. Buffalo Trail Public Schools shall maintain one overarching JHSC with members representing both staff and management, as outlined in the submitted terms of reference.
2. Each work site will have a worker selected Safety Contact, that will act as the work site point of contact between the workers and the JHSC, and as a resource member to the greater JHSC.
3. This approval only applies to the work sites as listed in Appendix A of this letter.

4. This approval letter or a copy along with a copy of the JHSC terms of reference must be available at each work site or otherwise communicated to affected workers as per section 14(8) of the *OHS Act*.
5. This approval expires April 08, 2024.

**General Conditions and Requirements:**

- All other requirements of the *OHS Act*, Regulations and Code must continue to be met.
- *Freedom of Information and Protection of Privacy Act* applies to this document.

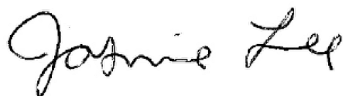
Should Buffalo Trail Public Schools wish to extend this approval, an extension request must be submitted to Alberta Labour prior to the approval expiry date. It is recommended that extension requests be submitted at least six months prior to the expiry date.

If Buffalo Trail Public Schools wishes to amend the terms of reference that apply to this approval at any time prior to the expiry date of this approval, they must advise the Alberta Labour in writing. Alberta Labour will review the proposed amendments and determine next steps.

At any time, Alberta OHS may arrange a follow-up inspection to confirm compliance with the legislation and the variation regarding the practices or procedures that were the subject of this approval.

A Director may suspend, amend or revoke the Director's approval for non-compliance with the terms, conditions or requirements set out in it or at the Director's discretion.

Sincerely,

A handwritten signature in black ink that reads "Jasmine Lee". The signature is written in a cursive, flowing style.

Jasmine Lee, CRSP  
Director of Inspection

# Appendix A

## Buffalo Trail Public Schools Regional Division 28

### Work Site Information

Site	Site	Site
Amisk School Box 70, 4911-53 St Amisk, Alberta TOB 0B0 (780)856-3771	Irma School Box 250 5012 - 51 Avenue Irma, Alberta TOB 2H0 P: 780-754-3746	Vermilion Elementary School 4837 44 Street Vermilion, Alberta T9X 1G3 P: 780-853-5444
Clandonald School Box 710, 213-1 <sup>st</sup> Aven213 1st Avenue West Clandonald, Alberta TOB 0X0 P: 780-853-2122	J.R. Robson School 5102 46 Street Vermilion, Alberta T9X 1G5 P: 780-853-4177	Vermilion Outreach School 4925 50 Avenue Vermilion, Alberta T9X 1A6 P: 780-853-2111
Delnorte, Innisfree School Box 189 4728 53 Street Innisfree, Alberta TOB 2G0 P: 780-592-3963	Kitscoty Elementary School Box 450 Kitscoty, Alberta TOB 2P0 P: 780-846-2822	Wainwright Elementary School 905 - 10 Street Wainwright, Alberta T9W 2R6 P: 780-842-3361
Dewberry School Box 89 #751 Avenue North Dewberry, Alberta TOB 1G0 P: 780-847-3051	Kitscoty Jr/Sr. High School Box 300 5110-51 Street Kitscoty, Alberta TOB 2P0 P: 780-846-2121	Wainwright High School 800 6 Street Wainwright, Alberta T9W 2R5 P: 780-842-4481
Dr. Folkins Community School Box 129 5200 - 4 Avenue North Chauvin, Alberta TOB 0V0 P: 780-858-3744	Mannville School Box 30 5002 52 Avenue Mannville, Alberta TOB 2W0	CZAR Maintenance Shop 4904 50 St Czar, Alberta TOB 0Z0
E.H. Walter School Box 60 Paradise Valley, Alberta TOB 3R0 P: 780-745-2277	Marwayne Jubilee School Box 99 Marwayne, Alberta TOB 2X0 P: 780-847-3930	Vermilion Maintenance Shop 3921 48 Ave Vermilion, Alberta T9X 1G9
Edgerton Public School Box 29 5216 53 Street Edgerton, Alberta TOB 1K0 P: 780-755-3810	Provost Public School Box 389 4504 52 Avenue Provost, Alberta TOB 3S0	Wainwright Maintenance Shop 1018 10a St Wainwright, Alberta
Hughenden Public School Box 310 Hughenden, Alberta TOB 2E0 P: 780-856-3640 & 780-856-2242 F: 780-856-3525	Students Online Box 1241 #75 1st Ave North Dewberry, Alberta TOB 1G0	Central Services 1041-10A St Wainwright, Alberta T9W 2R4

# Appendix A

## Buffalo Trail Public Schools Regional Division 28

### Work Site Information

Site	
Autumn Leaf School 1041-10A Street Wainwright, AB T9W 2R4 <b>Land Location # 9-6-47-6-W4</b>	Percy Lake Colony School Box 60 Minburn, AB T0B 3B0 <b>Land Location # 8-34-48-10-W4</b>
Creighton Colony School Box 478 Mannville, AB T0B 2W0 <b>Land Location # 5-31-49-8-W4</b>	Ribstone Colony School Box 59 Edgerton, AB T0B 1K0 <b>Land Location # 13-9-42-3-W4</b>
Highland View Colony School Box 58 Hughenden, AB T0B 2E0 <b>Land Location # 15-7-40-7-W4</b>	Rosewood Colony School Box 117 Provost, AB T0B 3S0 <b>Land Location # 15-7-41-6-W4</b>
Holt Colony School Box 415 Irma, AB T0B 2H0 <b>Land Location # 7-6-47-9-W4</b>	South Ferriby Colony School Box 599 Marwayne, AB T0B 2X0 <b>Land Location # 4-22-54-2-W4</b>