



Subject: Inclement Weather Policy and Closure of Facilities

Report Number: CLK 21-04

Author: Michelle Smibert, Town Clerk

Meeting Type: Council Meeting

Meeting Date: Monday, January 25, 2021

RECOMMENDATION

THAT the Inclement Weather Policy be adopted and that the CAO be given the authority to close certain facilities in the case of certain adverse weather conditions.

BACKGROUND

Staff had some discussion about inclement weather and what the policy or procedure would be in the case of a snow storm, etc. Currently, there is no policy in place.

DISCUSSION

There are multiple layers to be considered including staff compensation, if and when staff leave early or when they are not able to come into work due to adverse weather conditions. Then each department needs to make decisions on what programs will operate and notice of any program cancellations or changes. In addition, there may be an occasion when facilities need to be closed (due to safety and to help mitigate our liability if the entrances or sidewalks can't be cleared for example) and due to the quick action needed to make this determination, it is best for the CAO to have the authority to close facilities.

In any event, the Council will certainly be notified of any closures or cancellation of programs due to inclement weather.

CONSULTATION

The management team.

FINANCIAL IMPACT/FUNDING SOURCE

N/A

COMMUNITY STRATEGIC PLAN (CSP) LINKAGE

1. Excellence in Local Government
 - ☒ Demonstrate strong leadership in Town initiatives
 - ☐ Streamline communication and effectively collaborate within local government
 - ☐ Demonstrate accountability
2. Economic Sustainability
 - ☐ Support new and existing businesses and provide a variety of employment opportunities
 - ☐ Provide diverse retail services in the downtown core
 - ☐ Provide appropriate education and training opportunities in line with Tillsonburg's economy
3. Demographic Balance
 - ☐ Make Tillsonburg an attractive place to live for youth and young professionals
 - ☐ Provide opportunities for families to thrive
 - ☐ Support the aging population and an active senior citizenship
4. Culture and Community
 - ☐ Promote Tillsonburg as a unique and welcoming community
 - ☐ Provide a variety of leisure and cultural opportunities to suit all interests
 - ☐ Improve mobility and promote environmentally sustainable living

ATTACHMENTS

Appendix A – Inclement Weather Policy