



**VILLAGE OF
HARRISON HOT SPRINGS
POLICY**

COUNCIL	POLICY NO. 1.34
MUNICIPAL FACILITIES HOURS OF OPERATION and CLOSURES	DATE APPROVED: November 2, 2020

1. PURPOSE

This policy will apply to all facilities under the care and control of the Village for the purpose of providing municipal services, including special events.

2. POLICY

As a general practice, the Village of Harrison Hot Springs makes every effort to maintain normal operations of its public works and utility services seven days a week and provides for administrative office services Monday through Friday. There may be occasion where normal operations may be affected by seasonal holidays, storm events, utilities failure or other emergency situations that may interfere with the Village's ability to provide regularly scheduled services.

Seasonal Holidays

During seasonal holidays, the Village Office will be closed from December 25th through to New Year's Day of the following year. Public Works and Utility essential services will continue as required.

Storm Events or other Emergencies

The Chief Administrative Officer may authorize the closure of the Village Office or other Village facilities in response to major storm events, electrical or mechanical failures or other emergent situations that prevent regular operations.