

**The Corporation of the City of Quinte West
By-law Number 21-142**

Being A By-Law To Adopt A Cooling And Warming Centres Policy For The City Of Quinte West.

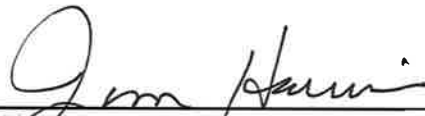
Whereas Section 10 of the Municipal Act, 2001 as amended, authorizes a municipality to pass by-laws respecting the health, safety and well-being of persons;

And Whereas it is deemed necessary and appropriate to establish a City of Quinte West Cooling and Warming Centre Policy;

Now Therefore Be It Enacted By The Council For The Corporation Of The City Of Quinte West As Follows:

1. That this by-law shall be entitled the “**City of Quinte West Cooling and Warming Centre Policy By-law**”;
2. That the City of Quinte West Cooling and Warming Centre Policy as set out in Schedule “A” attached hereto, is hereby adopted for the City of Quinte West.
3. That City of Quinte West By-law #20-083 entitled the “City of Quinte West Cooling Station Policy By-law” shall be and is hereby repealed in its’ entirety.
4. That this By-law shall come into force and take effect upon final date of passing.

Read A First, Second And Third Time And Finally Passed This 15th Day Of November, 2021.



Jim Harrison, Mayor



Virginia LaTour, Acting City Clerk



CORPORATE POLICY AND PROCEDURE

Policy: Cooling and Warming Centres
Coverage: City of Quinte West
Issuing Department: Corporate Services
Approved By:

Issued
YYYY-MM-DD

Last Reviewed
Initial Release

Next Review
Annually

POLICY STATEMENT

The intent of this policy is to establish determined Cooling and Warming Centres for the City of Quinte West, to be made available to individuals during periods of extreme heat or cold.

SCOPE

This policy shall set the location and operational guidelines associated with the activation and use of the Cooling and Warming Centres.

DEFINITIONS

None

ROLES AND RESPONSIBILITIES

Director of Community Services or Designate shall monitor the weather and activate the Cooling and Warming Centres policy as detailed herein.

Community Engagement Officer shall notify the public, community groups / agencies as deemed appropriate.



PROCEDURE

Guidelines (Cooling Centre)

1. The Cooling Centre shall be located in the front entrance of the Duncan MacDonald Arena located at I Couch Crescent, Trenton, ON.
2. The Cooling Centre shall be activated and made available to the public when there are two consecutive days of temperature of 31 degrees Celsius or higher OR humidex values of 35 degrees Celsius or higher.
3. The Cooling Centre shall be made available to the public from 9:00am to 5:00pm on the days that it has been activated.
4. The Director of Community Services, or designate, shall monitor weather and activate the Cooling Centre when temperature and/or humidex criteria have been met.
5. The Director of Community Services, or designate, shall ensure that the Cooling Centre is appropriately staffed.
6. The Director of Community Services, or designate, shall ensure that drinking water is made available at the Cooling Centre for public consumption.
7. When activating the Cooling Centre, the Director of Community Services, or designate, shall notify the City's Community Engagement Officer, who shall notify the public through social media, a public media release, the City website, the digital sign at the Quinte West O.P.P. detachment and the Community Event sign located in Frankford that the Cooling Centre has been activated. The Community Engagement Officer shall also notify community groups / agencies as deemed appropriate.
8. The Director of Community Services, or designate, shall post appropriate signage on-site to identify the Cooling Centre location when activated.

Guidelines (Warming Centre)

1. The Warming Centre shall be located in the lower level of Trenton United Church, 85 Dundas Street East, Trenton.



CORPORATE POLICY AND PROCEDURE

2. The Warming Centre shall be activated and made available to the public on nights when the temperature is forecast to be -10 degrees Celsius, including the wind chill factor or when other extreme climatic conditions warrant it.
3. The Warming Centre shall be made available to the public from 8 pm to 8 am.
4. The Director of Community Services, or designate, shall monitor the weather and activate the Warming Centre when temperature/wind chill criteria have been met.
5. The Director of Community Services, or designate, shall ensure the Warming Centre is appropriately staffed.
6. The Director of Community Services, or designate, shall ensure that drinking water/pre-packaged refreshments are available at the Warming Centre for public consumption.
7. When activating the Warming Centre, the Director of Community Services, or designate, shall notify the City's Community Engagement Officer who shall notify the public through social media, a public media release, the City website, the digital sign at the Quinte West O.P.P. detachment and the Community Event sign located in Frankford that the Warming Centre has been activated. The Community Engagement Officer shall also notify community groups / agencies as deemed appropriate.
8. The Community Services Director, or designate, shall post appropriate signage on-site to identify the Warming Centre location when activated.

FORMS

None

CITY POLICIES AND PROCEDURES / DOCUMENTS

N/A

LEGISLATION AND OTHER RESOURCES

N/A



CORPORATE POLICY AND PROCEDURE

OTHER RESOURCES

N/A

REVISIONS

Revision #	Date	Change
00	YYYY-MM-DD	Initial Release

David Clazie
Chief Administrative Officer
City of Quinte West

Nov 16/21

Date

Our website only shows the most recent version of a policy. Some policies have been updated since they were issued. If you are in need of an earlier version, contact hr@quintewest.ca