



INCLEMENT WEATHER POLICY

Policy Type:	Governance	Initially Approved:	03/30/2026 BCM WFN 25/26-03-362
Policy Sponsor:	Executive Director	Last Revised:	03/30/2026
Primary Contact:	Executive Director	Review Scheduled:	04/2027
Approver:	Chief and Council BCM WFN 25/26-03-362		

A. PURPOSE

The purpose of this policy is to establish processes for Wahnapitae First Nation (WFN) employees to follow during periods of inclement weather.

Detailed procedures for implementing this policy are outlined in the Inclement Weather Standard Operating Procedure (SOP).

B. SCOPE

This policy applies to all WFN employees, although it may impact certain departments differently than others.

In cases where the provisions of this policy conflict with those of the Education Transportation Policy, the decisions and direction outlined in this policy shall take precedence.

C. POLICY STATEMENT

As a public-facing employer, the WFN has an obligation to continue providing services for Band Members even when many other employers have decided to close their doors due to Inclement Weather and other Emergency situations.

WFN also recognises that the remote location of the Band Office poses unique challenges from other more urban workplaces and strives to respect that the safety of employees is of the utmost importance.

Employees are expected to follow the direction of their Director during instances of inclement weather. Depending on the specific needs of their department, Directors will clearly establish whether employees are to attend the office in-person or work from home, if able.

WFN also recognizes that severe weather conditions may prevent employees from reporting to work, cause employees to report late, or require employees at work to depart earlier than scheduled. During these events, WFN management will adjust accordingly.

D. DEFINITIONS

Inclement Weather	Any instances of severe weather or poor driving conditions which may prohibit an employee from attending work or jeopardizes their safety.
Policy	means the Inclement Weather Policy
WFN	means Wahnapiatae First Nation

E. EXCLUSIONS

Essential services like Roads & Drainage, Water & Wastewater, The Norman Recollet Health Centre and Fire Services will attempt to provide service levels as warranted by the situation. This policy does not apply to employees on approved leaves, previously scheduled vacation and/or sick leave.

F. RELATED POLICIES

- Education Transportation Policy – superseded by the Inclement Weather Policy in cases of conflicting direction.
- Emergency Management Plan.

G. RELATED LEGISLATION

- Employment Standards Act (ESA).

H. REVIEW AND AMENDMENTS

This policy shall be reviewed annually, or sooner, if required.

Minor or administrative amendments to this policy that do not alter its intention or core criteria may be made with the approval of the Executive Director, without requiring formal review or approval by Chief and Council.

I. REVISION HISTORY

Date: (mm/dd/yyyy)	Motions