

30 April 2010



City Council Committee Report

To: Mayor & Council

Fr: Joanne L. McMillin, City Clerk

Re: Proposed Flag Lowering Policy – Information Report

Background:

From time to time over the years the City has received requests for the lowering of City flags to half-mast in honour of certain persons or events, and while we've often considered implementing a policy, have not done so to-date.

In the absence of a policy it is difficult to determine if we should lower City flag(s) as there is always a concern on setting a precedent. In considering a policy however there are several protocol items to take into account, i.e. which flags should be lowered and at what locations; City Hall, the Harbourfront, or at all locations, on which occasions, for what dignitaries, and so forth.

I have reviewed several policies from other municipalities but until Council decides if they would like to proceed with a policy of this nature, I have not formally prepared one. For reference purposes I've posted a policy from the City of Calgary on SharePoint to give Council a flavour for this type of policy and at Council's direction would prepare a similar policy, if deemed necessary.

Budget:

N/A

Communication Plan/Notice By-law Requirements:

No formal requirement under the Notice By-law; however policy would be made available on the Portal.