
SECTION: Administration

TITLE: Proclamation Policy

PURPOSE:

The purpose of this policy is to establish a framework for Council to consider a proclamation and fulfill the request.

A proclamation provides a means for Council to recognize a particular day, week, or month, or to light up Town Hall, to acknowledge the effort and commitment of an individual, organization, or community group.

SCOPE:

The social and cultural value of organizations and events pursuing objectives that benefit the community are often recognized by proclamations focusing the attention of the local community. Council's consideration of proclamations is to fulfill a request rather than taking a position. Proclamation requests received by the Town of Oliver fall under the directive of Council.

PROCEDURE:

1. Proclamation requests will only be considered from organizations with a direct local or regional affiliation.
2. Proclamations should raise awareness of an upcoming event, and/or provincial or national day they wish to celebrate at a local level. Types of events or occasions suitable for proclamation are those that are:
 - a. Relevant and/or significant to the local community
 - b. Observe milestones; recognize achievements or direct attention to a worthy cause.
3. Council will not consider requests that are defamatory, hateful, racist, discriminatory, homophobic, sexist, disrespectful, commercial or contrary to Town's policies or bylaws.

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4. Proclamation requests should be submitted at least one month prior to the intended date of formal pronouncement. Requests must include draft wording for the proclamation that begin with "WHEREAS" along with the title and dates of the request proclamation.
5. The Proclamation request will be considered at the next scheduled Council meeting.
6. Proclamations will be signed by the Mayor.
7. If an organization or group wishes to have a photo opportunity that corresponds with the proclamation, this must be arranged outside of the Council meeting. Corporate Services will assist with the arrangements.
8. Requests to light up Town Hall in a particular colour will only be considered within the light colours that are available on existing light fixtures.