

Policy:	GV-021
Coverage:	Town of Stellarton
Council Approval:	October 13, 2020
Effective Date:	October 13, 2020
Amended Date:	April 11, 2022



PROCLAMATIONS and FLAG RAISING CEREMONIES and LOWERING OF FLAGS

PURPOSE:

To set out the Policy of the Town in regard to requests from groups and organizations to have proclamations signed and to have flag raising ceremonies.

To establish a uniform policy to provide general direction and procedures to determine when the Canadian Flag, Province of NS Flag and the Town of Stellarton Flag will be flown at half-mast at the Town of Stellarton Town Square and the Cenotaph on Foord Street.

POLICY STATEMENT:

1. Proclamations

Proclamations will only be made in support of specific community events or activities in or around the Town at the request of the organizing group. Requests are to be made in writing to the Town Clerk at least one week in advance of the date of the proposed proclamation, and must include the proposed proclamation. Proclamations must be approved by the Town Council.

2. Flag Raising Ceremonies

Flags will only be placed on a Town owned flag pole at the Town Square located on Foord St. in support of specific community events or activities in or around the Town or within Pictou County at the request of the organizing group. The maximum duration of any individual flag display will be five days and requesting organizations must pick up their flags once that period is over. Requests are to be made in writing to the Town Clerk at least one month in advance of the date of the proposed flag raising. Flag raisings must be approved by the Town Council.

In general, it shall be the policy of Council to only approve requests under the following circumstances:

- a) The message being conveyed must be considered to be for the public good;
- b) No group or individual shall be promoted to the detriment of another group or individual;
- c) The flag must be presentable and should not detract from the appearance of Town property;
- d) All ropes, attachments, etc. must be provided by the applicant

3. Lowering of the Government Flags

3.1 Recognition of Prominent Public Figures

3.12 The flag will be flown at half-mast to mark the passing of any of the prominent public figures listed below, for a period beginning when the Town is notified of the individual's death until and including the date of the funeral or memorial service:

3.13 Across Canada and abroad on the death of:

- 3.13.1.1 The Sovereign, or a member of the Royal Family related in the first degree to the Sovereign (spouse, son or daughter, father, mother, brother or sister);
- 3.13.1.2 The Governor-General or a former Governor General of Canada;
- 3.13.1.3 Prime Minister of Canada.

3.14 Within the Province on the death of:

- 3.14.1.1 The Lieutenant Governor;
- 3.14.1.2 The Premier;
- 3.14.1.3 Another person similarly honoured by the Province.

3.14.2 Within the Town of Stellarton on the death of:

- 3.14.2.1 Mayor or former Mayors of the Town of Stellarton;
- 3.14.2.2 Councilors or former Councilors of the Stellarton;
- 3.14.2.3 Members of Parliament or former Members of Parliament who represent or represented the Town of Stellarton;
- 3.14.2.4 Members of the Legislative Assembly or former members who represent or represented the Town of Stellarton

3.15 Recognition of persons from the Town of Stellarton whose duties can be described as "Protective Services", including but not limited to police, fire, emergency health services, DNR Conservation Officers, Fisheries Officers:

- 3.15.1 The flag will be flown at half-mast to mourn the passing of persons in or from the Town of Stellarton whose lives are lost while in the line of duty for a period beginning when the Town is notified of the individual's death until and including the date of the funeral or memorial service.

3.16 Recognition of Canadian Military personnel

- 3.16.1 The flag will be flown at half-mast to mourn the passing of members of the Canadian Military from the Province of Nova Scotia whose lives are lost while on active duty for a period beginning when the Town is notified of the individual's death until and including the date of the funeral or memorial service.

3.2 Other Circumstances

- 3.2.1 The flag will be flown at half-mast to mourn lives lost in tragic national and international events. In such cases, a decision to lower the flag and the period during which it remains at half-mast will generally mirror the practice of the Province of Nova Scotia.
- 3.2.2 Other individuals and events may be recognized by lowering the flag at the direction of the Council of the Town of Stellarton.

4. PROCEDURE:

- 4.1 Any citizen, councillor, or staff member of the Town of Stellarton who becomes aware of an individual deserving of recognition under this policy should contact the Chief Administrative Officer as soon as possible to inform them of the name of the individual, the individuals qualifications for recognition under this policy, and the date of the funeral or memorial service.
- 4.2 The Chief Administrative Officer will arrange to have the flag properly lowered and flown at half-mast in accordance with this policy.

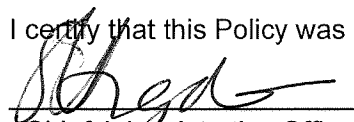
Clerk Annotation for Official Policy Book

Date of Notice to Council Members of Intent To Consider (Minimum 7 Days): September 28, 2020

Date of Passage of Current Policy: October 13, 2020

Amendment to the policy: April 11, 2022

I certify that this Policy was adopted by Council as indicated above.



Chief Administrative Officer

April 12/22

Date