



THE CORPORATION OF THE CITY OF VERNON

MEMORANDUM

TO: Will Pearce, Chief Administrative Officer **FILE:** 0110-40

PC: Kevin Poole, Director, Community Safety, Lands and Administration
Christy Poirier, Manager, Communications **DATE:** November 18, 2022

FROM: Jennifer Bruns, Manager, Legislative Services

SUBJECT: FLAG POLICY

At the In-Camera Meeting of Council held on September 26, 2022, the following resolution was carried:

“THAT Council direct Administration to investigate options for the installation of an individual flag pole, including location and costs, to be considered in conjunction with 2023 budget deliberations;

AND FURTHER, that Council direct Administration to draft a policy for the raising of flags;

AND FURTHER, that Council declassify the motion.”

The proposed policy has been prepared to reflect current practices specific to the City of Vernon, best practices within our province and flag etiquette and protocol guidance from the Government of Canada as detailed below.

Flag Etiquette

The manner in which flags are to be displayed in Canada is not governed by regulation but rather established by practice; the Department of Canadian Heritage provides guidelines and etiquette for flying flags including the Order of Precedence. The proposed policy references this guidance for flying of flags on City-owned property.

Community Requests

The City does not currently have a formal policy or guidelines for considering requests received from the community for displaying flags at City Hall.

It is prudent that consideration of requests to display flags is done in a consistent and transparent manner. Adoption of a policy that institutes clear guidelines and requirements is a recommended course of action to support the objective decision-making of Council.

As such, the proposed policy provides the following parameters when considering requests for the displaying of flags:

- Requests will only be considered for community groups, defined as registered not-for-profit organizations that have a local or regional affiliation to the City and that provide services for the public or that promote the social, environmental and/or economic well-being of a community;
- Flags cannot be commercially oriented;
- Requests must be of general interest to the community-at-large and fall within the specified criteria; and
- Requests must be received at least thirty days before the requested date to allow Council sufficient time to consider the request.

The policy also includes a provision to limit the length of time a flag will be flown to seven days unless otherwise authorized by Council.

Proclamations

S. 157 of the *Community Charter* provides that ‘a Council may declare, or the Mayor may proclaim, a day of recognition that is to be observed in the municipality’.

At its Regular Meeting held on June 4, 2001, Council resolved:

‘THAT City Council abolish the practice of issuing proclamations.’

It is recommended that this resolution be formalized in policy to confirm the continued direction of Council regarding proclamations and to ensure that the historical knowledge of this resolution is not lost.

For clarity, the proposed policy states that flying of a Community Flag is not to be interpreted as a declaration or proclamation and that unless otherwise specified in writing, flying of a Community Flag does not constitute an endorsement of the City.

RECOMMENDATION:

THAT Council receive the memorandum titled “Flag Policy” dated November 18, 2022 and respectfully submitted by the Manager, Legislative Services;

AND FURTHER, that Council approve “Flag Policy” as presented to Council this 28th day of November, 2022.

Respectfully submitted:



Attachment 1 – Flag Policy