



To: Chief Administrative Officer
From: Jennifer Russell, Corporate Officer
Subject: **New Proclamations Policy**

Date: November 18, 2024

Recommendation(s)

That Proclamations Policy ADM.44(C), as contained in the report from the Corporate Officer dated November 18, 2024, be adopted.

Purpose

The purpose of this report is to present a new policy for Council's consideration that establishes criteria to ensure City Proclamations are issued in a consistent and transparent manner.

Background

Council made the following resolution at the regular meeting of November 4, 2024:

That staff draft a policy for City proclamations that considers efficient use of staffing resources and that focusses on local events only.

There have been 24 Proclamations issued to date in 2024. In 2023 there were 26, and in 2022 there were 35.

Discussion and Analysis

There is currently no policy in place regarding how the City evaluates requests and issues Proclamations. In the absence of a policy, the City has historically Proclaimed nearly everything it has been asked to.

There has recently been an increase to the number of proclamation requests that seek Council support for international political issues and faith-based endorsements. These matters are not only completely outside of a municipal Council's mandate, they also have a tendency to be divisive or contentious.

Having a policy in place that sets out the criteria by which a request will be evaluated and either accepted or denied will help with transparency and public expectations, as well as ensure the local relevance.

Financial Implications

There are no financial implications associated with this report.

Communication

If a new Proclamations Policy is adopted it will be posted to the City's website. No additional communication action is required.

Report Prepared by: Jennifer Russell, Corporate Officer
Reviewed by: Nicole Philippon, Administrative Assistant
Approved for Inclusion: Mike Younie, Chief Administrative Officer

Attachment(s)

Attachment A: Draft Proclamations Policy