

Municipality of Lakeshore – Report to Council

Community and Protective Services

Community Services



To: Mayor & Members of Council
From: Frank Jeney – Acting Corporate Leader, Community Health and Safety
Date: October 10, 2023
Subject: Lakeshore Flag Protocol Policy Update

Recommendation

Direct Administration to update the Lakeshore Flag Protocol Policy to not allow flag raising ceremonies in Lakeshore, as presented at the December 12, 2023 Council meeting.

Background

The current Flag Protocol Policy (attachment Flag Protocol Policy AD283) came into effect on March 31, 2009. Due to increased requests for flag raisings and displaying, improvements need to be made to the Lakeshore Flag Protocol Policy that creates a clear connection to the Lakeshore proclamation policy. The Procedure By-law section 6.7c) reads:

Requests for Proclamations will not be considered by Council nor included in the agenda.

The main purpose of the Lakeshore Flag Protocol Policy is to provide a protocol and etiquette by which flags are flown throughout the Municipality of Lakeshore.

The Municipality of Lakeshore recognizes that flag raising ceremonies and displays are held in high regard with pride and honor for those involved, and as such, the Lakeshore must protect the integrity of these events.

Comments

The following should be considered when creating a flag raising policy.

- To establish guidelines for the display of flags at municipal facilities and events.
- To provide a uniform and harmonized protocol for the raising, displaying and half-staffing of flags at all properties and facilities owned and operated by the

Municipality of Lakeshore and at events conducted by the Municipality at other locations.

- To ensure that flag-related activities are carried out in a standardized, respectful, and dignified manner across municipal properties and events.
- This policy applies to all flag raisings at properties and facilities owned and operated by the Municipality of Lakeshore, as well as the locations of all municipal-run events, except those that take place where the policies of another government body would take precedence.
- A special request from an agency or organization located in Windsor/Essex wishing to raise their flags at Town Hall or at any property owned and operated by the Municipality of Lakeshore to mark an event will be reviewed and processed by the Corporate Leader – Community Health and Safety to authorize. The special request will be noted on the Council Agenda under the Flag Raising section for information only.
- A special request in writing to the Corporate Leader – Community Health and Safety Services must be made four weeks prior to the requested date.
- The Municipality of Lakeshore reserves the right to choose which flags may or may not be flown and Municipally owned properties.
- At no time will the Municipality of Lakeshore display flags deemed inappropriate or offensive in nature or those supporting discrimination, prejudice, political or religious movements.

Options

Option One – recommended option

Council direct Administration to update the Lakeshore Flag Policy to clearly state that Lakeshore will not make declarations or participate in flag raising ceremonies that do not involve the federal, provincial, Franco-Ontario, or municipal flags.

Option Two

Council direct Administration to revise the Flag Policy to establish guidelines for flag raising ceremonies and return to Council with an updated policy.

Others Consulted

Lakeshore Policy Committee

Financial Impacts

None

Attachments

Flag Protocol Policy (2009)

Report Approval Details

Document Title:	Lakeshore Flag Policy Update.docx
Attachments:	Flag Protocol Policy.pdf
Final Approval Date:	Dec 7, 2023

This report and all of its attachments were approved and signed as outlined below:

Prepared by Frank Jeney

Approved by Justin Rousseau and Truper McBride