

Municipality of Lakeshore – Report to Council

Chief Administrative Officer

Digital Transformation and Cloud Services



To: Mayor & Members of Council
From: Alex Denonville, Team Leader – Civic Engagement
Date: February 12, 2024
Subject: Lakeshore Chain of Office

Recommendation

Direct Administration to draft a Chain of Office policy, as presented at the February 27, 2024 Council meeting.

Background

At the July 6, 2022 Special Meeting, Council provided the following direction:

- Direct Administration to include a chain of office for the Mayor in the 2023 budget.

Chains of office have their origins in the Middle Ages. In 1378, Charles V of France bestowed the first recorded chain of office, then known as a “livery collar,” upon a distinguished figure. This collar was intended for ceremonial wear at festivals and gatherings. Soon after its introduction, chains of office became customary across Europe, with monarchs giving personalized chains to their knights to facilitate recognition within the kingdom and among allied territories. During the Renaissance, that tradition continued with gold chains that replaced collars. Over time, the tradition evolved so that chains of office became signifiers of a specific order or office. Today, chains of office are commonly used by local governments, particularly those in Commonwealth countries, as a distinguishing signifier of the office of the mayor.

Comments

In mid-2023, Administration began the design process for Lakeshore’s first Mayoral Chain of Office since amalgamation in 1999.

Staff developed the design of the nickel-plated medallions featured on the Chain, including the two Lakeshore logo medallions attached to the fabric portion of the chain, as well as the main suspended medallion which features the Lakeshore logo in colour along with the municipality’s secondary tagline “Together We Are Lakeshore.”

Administration worked with International Coat of Arms, a Kingston, Ontario-based company, to identify additional elements to be included on the chain, as well as how it could be designed to be consistent with Lakeshore's corporate branding. The final design includes:

- Dark blue fabric, consistent with Lakeshore's primary blue, under the metal chain.
- The crests of Canada and the Province of Ontario.
- Two trillium medallions denoting the Province of Ontario.
- Nameplates of Lakeshore's Mayors and their years in office since amalgamation.

As part of rollout of the new Chain of Office, Administration is seeking direction from Council on the development of a Chain of Office policy that outlines how and when the Chain may be worn.

Administration conducted an initial scan of such policies and found that some municipalities include direction around the Chain of Office in their procedural by-law, while others have standalone policies.

These policies are largely consistent and include language that dictates when and where the Chain of Office shall be worn, and by whom. As a synthesis of these policies, it is recommended that the Lakeshore policy includes language that:

- The Chain **shall** only be worn by the elected Mayor.
- The Chain **shall** be worn at the inaugural meeting of a new term of Council.
- The outgoing Mayor **shall** be invited to the inaugural meeting of a new term of Council to present the Chain of Office to the Mayor-elect.
- The Chain **may** be worn during regular meetings of Council, as well as during ceremonies of community significance or when welcoming dignitaries, at the discretion of the Mayor.
- When not in use, the Chain **shall** be displayed in Council Chambers.

Financial Impacts

The total cost for producing and displaying the Mayoral Chain of Office will be taken from the Council Discretionary Fund.

Report Approval Details

Document Title:	Lakeshore Chain of Office.docx
Attachments:	
Final Approval Date:	Feb 22, 2024

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

Prepared by Alex Denonville

Submitted by Michael Martin

Approved by Justin Rousseau and Truper McBride