



Proclamations Policy

Policy Manual Section: Governance – General

Policy Number: G-GEN-008

Authority: DC-1557/95, PO-2515/96

Date Approved: May 23, 1995

Department Responsible: Council Services

Revision Date: November 5, 1996

Review Date: October 2023

Status: Active

Purpose:

The purpose of a Proclamation Policy is to provide a standard to govern requests for proclamations in recognition of individuals, events, organizations, or community groups of significance to the Town of LaSalle. This policy provides directives on how to address requests for proclamations.

Policy Statement:

Municipalities issue proclamations in recognition or to raise public awareness campaigns, charitable fundraising campaigns, and arts and cultural celebrations of significance to Town of LaSalle. A proclamation may recognize a particular day, week or month.

Scope:

This policy applies to all organizations, or community groups and individuals seeking proclamation from the Town of LaSalle.

Policy:

Town of LaSalle Council will no longer be declaring or proclaiming days/weeks/ /months/commemorating various groups and/or activities either at a local, provincial, or national level within the limits of the Town of LaSalle and further, provincial or national level within the limits of the Town of LaSalle and further, the Mayor and Council shall issue no proclamations save and except those that are explicitly identified in governing legislation as within the authority of Town Councils for the common good, and each request addressed to Council, shall be placed on the public agenda, for the general public's information.



Administration is authorized, that pursuant to municipal policy, that proclamation requests not be placed on the published agenda, and that the administrator simply inform those groups or associations requesting proclamations, that it is contrary to municipal policy.

Responsibilities:

The Clerk's office will oversee this Policy.

Policy Review

This policy will be periodically reviewed and updated as required. This policy must be reviewed by the stated review date and approved by the responsible department.

References and Related Documents:

Policy #45

Attachments:

None.