
	Proclamations, Lighting of the Municipal Centre, and Letters of Support	
	Policy Type:	Governance Process
	Number:	GP-B-2.2
	To be Reviewed:	Once per term
	Approval Date:	May 10, 2021
	Motion Number:	21.C.207
	Revised Date(s):	

1. Council may make proclamations on behalf of the citizens of Okotoks.
 - 1.1. Proclamations may be considered if:
 - 1.1.1. The sponsoring agency is a charitable organization;
 - 1.1.2. The cause is one of benefit and/or interest to the majority of the citizens of the Town of Okotoks; and
 - 1.1.3. The cause is an initiative of the Town of Okotoks.
 - 1.2. A proclamation request can be denied if, in the opinion of Council, it:
 - 1.2.1. Is commercial or political in nature;
 - 1.2.2. Involves any person or organization that promotes hatred of any person or class of persons, or otherwise involves illegal activity;
 - 1.2.3. Contains any inflammatory, obscene, or libelous statements;
 - 1.2.4. Supports a cause that is controversial or divisive within the community;
 - 1.2.5. Has no relevance for the community;
 - 1.2.6. Or for any other reason Council determines.
 - 1.3. Proclamations approved by Council will be signed by the Mayor, uploaded to the Town of Okotoks website, and forwarded to the Community Engagement Business Centre for further dissemination if required.
 - 1.4. The Town will not be responsible for any costs associated with a proclamation by Council, including publication of the proclamation, unless it is an initiative of the Town, except any Town administrative costs.
 - 1.5. The Town is not responsible for arranging the attendance of media or a photographer, unless it is an initiative of the Town.
2. Council can light the Municipal Centre on behalf of the citizens of Okotoks.
 - 2.1. The Municipal Centre has exterior, coloured LED lighting that may be used to display selected colours and colour patterns (in sequence). These lights typically run from 5:00 p.m. (or later) to 11:30 p.m.
 - 2.2. The Municipal Centre lighting may display a Community Group's requested lighting for up to seven (7) full days or, in exceptional circumstances, for the duration of an event that lasts longer than seven (7) full days.

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- 2.3. The Town of Okotoks will not display particular colours or colour patterns if:
- 2.3.1. It is commercial or political in nature;
 - 2.3.2. It involves any person or organization that promotes hatred of any person or class of persons, or otherwise involves illegal activity;
 - 2.3.3. It supports a cause that is controversial or divisive within the community;
 - 2.3.4. They support a political party or a cause associated with a political party;
 - 2.3.5. The colour display could be unduly provocative, divisive, or disruptive in Okotoks; or
 - 2.3.6. The colour display promotes a commercial, for-profit enterprise, event, activity, or business.

2.4. In the event of exceptional circumstances, as listed above, Council may suspend the display of the Community Group's colour display. The community Group's colour display may then be rescheduled in consultation between the Town and the Community Group.

2.5. Requests to light the Municipal Centre approved by Council will be listed on the Town Okotoks website, and forwarded to the Community Engagement Business Centre for further dissemination if required.

3. Letters of Support

- 3.1. The Mayor is entrusted to issue a "Letter of Support" to organizations and individuals in the community if the request is not:
- 3.1.1. Financially impacting Town funds;
 - 3.1.2. Commercial or political in nature;
 - 3.1.3. Involving any person or organization that promotes hatred of any person or class of persons, or otherwise involves illegal activity;
 - 3.1.4. Supporting a cause that is controversial or divisive within the community;
 - 3.1.5. Supporting a political party or cause associated with a political party; and
 - 3.1.6. Supporting an issue that could be provocative or disruptive in Okotoks.