

**TOWN OF STONEWALL
POLICIES AND PROCEDURES MANUAL**

SECTION:	GENERAL GOVERNMENT SERVICES	POLICY NO. 5.1
SUBJECT:	RECOGNITION FROM COUNCIL	
ORIGINALLY APPROVED BY RESOLUTION OF COUNCIL ON:		OCTOBER 23, 2024
MOST RECENTLY AMENDED BY RESOLUTION OF COUNCIL ON:		

BACKGROUND/INTENT:

To establish a policy and process by which requests for recognition by Town of Stonewall Council are received and outline the criteria that is used to evaluate these requests.

The Town of Stonewall receives multiple requests each year for recognition through the following:

- Issuance of proclamations
- Flying of flags on the community flagpole at Town Hall
- Lighting up Town assets with coloured lights
- Hanging banners along Main Street or at other Town properties

It is the intention of this policy to provide for creative and meaningful ways of recognition that are made in a consistent manner. This policy is not intended to prevent organizations or citizens with concerns or initiatives from engaging with Council.

POLICY/PROCEDURE:

Any citizen or organization wishing to receive recognition from Council may submit their request in writing to Council care of the Town Office. Administration shall consider and work with any citizen or group to identify compliance with this policy and identify possible opportunities for forms of recognition if/when request is not addressed in this policy.

Requests for proclamations will be presented to Council for consideration at Regular Council meetings.

The first request to fly flags, install banners, or light up Town assets that are consistent with this policy will go to a Regular Meeting of Council for consideration. Subsequent requests (e.g. annually) will be approved by Administration based on the direction received from Council for the first request. Council, at their discretion, may review a decision on a request to fly flags, install banners, or light up Town assets at any time.

Council will be provided with advance notice of all approved requests to fly flags, install banners, or perform light ups.

Notice of approved recognition will be communicated to residents by posting on the Town of Stonewall social media channels, the Town of Stonewall website, or other communication channels as deemed appropriate by Administration.

Requests for recognition are considered on a case-by-case basis using the following criteria:

- Be presented and endorsed by a local individual, group or organization
- Support an event of provincial, national, or international significance
- Support a local festival or event that positively impacts community spirit
- Support a local, national, or international awareness issue/cause that builds community or is related to community health operated by a recognized charitable organization
- Does not conflict with existing approved and scheduled requests

Council and/or Administration shall not consider requests for recognition of the following:

- Commercial requests or matters for profit purposes (e.g. product launches, corporate events)
- Individual conviction, individual recognition, or personal occasions
- Specific professional groups or professions
- Religious or political events or observances
- Events or organizations with no direct relationship to the Town of Stonewall
- Matters promoting any form of discrimination, slander, degradation, violence, or hate
- Campaigns or events contrary to any Town policy, bylaw, or otherwise prohibited by law
- Requests made via social media campaigns