

Policy: **Flag Flying Policy**

Date Originally Approved: January 29, 2009

Motion: “That Council approves the Flag Flying Policy for the Municipality of the County of Colchester as presented.” Motion Carried.

This Policy is current as of: January 29, 2009

MUNICIPALITY OF THE COUNTY OF COLCHESTER

Flag Flying Policy

Purpose:

The purpose of this Policy is to provide a fair and consistent response to groups and organizations requesting that their event flag be flown from the Municipality of the County of Colchester flag pole and provide general direction and procedures to determine when the Canadian Flag will be flown at half-mast at the Municipality of the County of Colchester Administrative Building.

Policy:

1) Flags to be Flown

It shall be the policy of the Municipality of the County of Colchester that no flag, other than a Canadian flag, a Nova Scotia flag, or a Municipality of the County of Colchester flag will be flown from a municipal-owned flagpole.

Flags shall be flown in a manner consistent with flag etiquette of the federal Department of Canadian Heritage.

2) Recognition of Prominent Public Figures

The flag will be flown at half-mast to mark the passing of any of the prominent public figures listed below, for a period beginning when the Municipality is notified of the individual's death until and including the date of the funeral or memorial service:

Across Canada and abroad on the death of:

- The Sovereign, or a member of the Royal Family related in the first degree to the Sovereign (spouse, son or daughter, father, mother, brother or sister)
- The Governor-General or a former Governor General of Canada
- Prime Minister of Canada

Within the Province on the death of:

- The Lieutenant Governor
- The Premier
- Another person similarly honoured by the Province

Within the Municipality of the County of Colchester on the death of:

- Warden/Mayor or former Wardens/Mayors of the Municipality of the County of Colchester
- Councillors or former Councillors of the Municipality of the County of Colchester
- Federal Cabinet Member or former Cabinet Members who represent or represented constituencies in the Municipality of the County of Colchester
- Members of the Legislative Assembly or former members who represent or represented constituencies in the Municipality of the County of Colchester

1) **Recognition of persons from Colchester County whose duties can be described as “Protective Services”, including but not limited to police, fire, emergency health services, DNR Conservation Officers, Fisheries Officers.**

The flag will be flown at half-mast to mourn the passing of persons in or from the Municipality of the County of Colchester whose lives are lost while in the line of duty for a period beginning when the Municipality is notified of the individual’s death until and including the date of the funeral or memorial service.

2) **Recognition of Canadian Military personnel**

The flag will be flown at half-mast to mourn the passing of members of the Canadian Military whose lives are lost while on active duty for a period beginning when the Municipality is notified of the individual’s death until and including the date of the funeral or memorial service.

3) **Other Circumstances**

The flag will be flown at half-mast to mourn lives lost in tragic national and international events. In such cases, a decision to lower the flag and the period during which it remains at half-mast will generally mirror the practice of the Province of Nova Scotia.

Other individuals and events may be recognized by lowering the flag at the direction of the Executive and Audit Committee of the Municipality of the County of Colchester.

Procedure:

1. Any citizen, Council member or staff member of the Municipality of the County of Colchester who becomes aware of an individual deserving of recognition under this policy should contact the Chief Administrative Officer as soon as possible to inform him/her of the name of the individual, the individual’s qualifications for recognition under this policy, and the date of the funeral or memorial service.
2. The Chief Administrative Officer will arrange to have the flag properly lowered and flown at half-mast in accordance with this policy.
3. The Chief Administrative Officer will arrange to distribute information to Council and staff by e-mail to explain why the flag is at half-mast.

Clerk’s Annotation For Official Policy Book

Date of Notice to Council Members
of Intent to Consider (7 days minimum): January, 15, 2009
Date of Passage of Current Policy: January 29, 2009

I certify that this Policy was adopted by Council as indicated above.

Municipal Clerk

Date