



TOWN OF PELHAM POLICY MANUAL

P201-17

Department:
Council

Name of Policy:
Proclamations Policy

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APPROVAL DATE: July 15, 2013

POLICY STATEMENT

The Proclamations Policy will provide a standard to govern requests for proclamations issued by the Town of Pelham to recognize public awareness campaigns, charitable fundraising campaigns, arts and cultural celebrations or in recognition of individuals, events, organizations, or community groups of significance in Pelham. A Proclamation may recognize a particular day, week or month and is intended to acknowledge the effort and commitment of an individual, organization or community group and should not be interpreted as an endorsement by the Town.

The Council of the Town of Pelham has the authority to approve or deny requests for Proclamations and the decision of Council is final. If a proclamation was previously approved by Council within five (5) years and is consistent with the Proclamation Criteria, the proclamation will be issued by the Clerk and noted on the Clerk's monthly report to Committee of the Whole for information purposes.

PROCLAMATION CRITERIA:

Proclamations will demonstrate an interest in or relationship with the Town of Pelham, including but not limited to:

- Civic Promotions;
- Public Awareness Campaigns;
- Charitable Fundraising Campaigns;
- Arts and/or Cultural Celebrations;
- Special Honours for Individuals or Organizations for Special Achievements.

Proclamations related to the following will not be approved, including but not limited to:

- Matters of political controversy, political parties or political organizations;
- Religious organizations, events or celebrations;
- Individuals, events, organizations or groups with no demonstrated significant interest or relationship to the Town of Pelham;
- Businesses or commercial enterprises or events, celebrations, or campaigns intended for profit-making purposes;
- Illegal matters, including matters contrary to corporate policies or by-laws;
- Discriminatory or inflammatory matters;
- Matters designed to incite hatred or disorder;
- Matters which defame the Town's integrity;
- Attempts to influence government policy.

Council will decide on requests for proclamations which do not fall into any of the criteria outlined above. The procedure for making application is detailed in AP201-17.