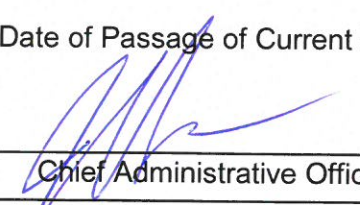
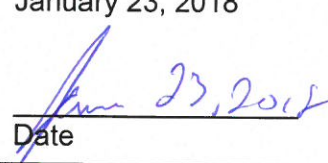


Policy Respecting the Raising of Flags and Hanging of Banners from Town-Owned Property

1. In this policy, references to Town-owned property shall include, but may not be limited to, buildings, the Town Hall flag pole, utility poles, and light standards.
2. The Town of Antigonish will place banners or flags on Town-owned property of community groups, charitable organizations, and non-profit organizations, and organizers of community events deemed to be in the public interest, in accordance with this policy.
3. Any group or individual wishing to have a banner or flag placed on Town-owned property shall apply in writing to the Chief Administrative Officer, or designate. The written submission shall include:
 - a. an explanation of the meaning behind the flag or banner,
 - b. why it should be placed on Town-owned property,
 - c. the date the flag or banner is to be placed, and
 - d. the duration that the flag or banner is to be placed.
4. The Town of Antigonish will endeavour to provide a consistent response, and provide fair and equitable opportunities to all groups or individuals wish to have a flag or banner placed on Town-owned property. The Town will consider requests:
 - a. on a first come, first serve basis,
 - b. in relation to any beautification efforts or recreational programming of the Town, and
 - c. based on the availability of contractors.
5. The requesting group must supply the banner or flag to the Town of Antigonish three (3) weeks prior to being placed, as well as any additional materials required to raised or place the banner or flag.
6. The Town of Antigonish shall be responsible for hanging and removing of the flag or banner, and any costs associated with placing the banner or flag will be the responsibility of the requesting group or individual.
7. The Town reserves the right to inspect any flag or banner prior to placement on Town-owned property. Flags or banners will not be placed by the Town if:
 - a. the material is tattered, frayed, damaged, or detracts from the beautification of the Town, or

- b. the banner or flag promotes discrimination or a philosophy or set of values that are deemed to be divisive or discriminatory, or
 - c. contradicts the guidelines in place in the Town's Special Events Planning Guide.
8. The raising of any flags at the property of Town Hall shall first be approved by Town Council. The Chief Administrative Officers reserves the right to bring any banner requests to Town Council, as deemed necessary.
 9. No banners that are intended to be suspended across the street shall be permitted.
 10. The flying of flags at half-mast may be done so following:
 - a. the passing of any prominent public figures,
 - b. to mourn lives lost in local, national, or international events, or
 - c. to recognize any special events, holidays, or memorials.
 11. In such cases at the flag is flown at half mast, the decision to lower the flag and period during which it remains half-mast will generally mirror the practice of the Province of Nova Scotia, but will be at the discretion of the Chief Administrative Officer, or designate.
 12. All flags shall be treated with respect and due consideration for any rules and appropriate etiquette for flying, folding and disposal, as required.

<u>CAO's Annotation for Official Policy Book</u>	
Date of Notice to Council Members of Intent:	January 15, 2018
To Consider (Minimum 7 Days):	January 23, 2018
Date of Passage of Current Policy:	January 23, 2018
 _____ Chief Administrative Officer	 _____ Date