



Flag Protocol

Policy No.: C-9	Council Resolution No.: 297/2017
Department: Council	Authority: Council
Effective Date: July 17, 2017	Revision Date:
Review Date: July 2020	Repealed Date:
Supersedes: N/A	
Related Procedure No.: C-9	
Related Procedure Name: Flag Protocol	

Purpose

To establish guidelines for the raising, displaying, and half-masting of flags at all properties and facilities owned and operated by the Town of Taber and at events conducted by the Town at other locations.

Policy Statement

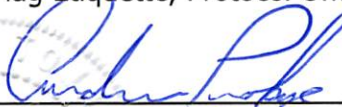
- 1) This policy shall apply to all properties and facilities with flagpole(s) as owned by the Town of Taber.
- 2) The Taber Police Service policy and procedure on their own flagpoles is the sole exception to this Policy and its corresponding procedure.
- 3) Flags shall be flown and displayed in accordance to the protocols provided by the Department of Canadian Heritage or as varied within the procedure as approved by Council.
- 4) The Chief Administrative Officer will be authorized to order the raising or lowering of the flags at properties and facilities owned and operated by the Town of Taber.
- 5) In consideration of the shared flag poles in front of the Administration Building, the Municipal District of Taber shall be notified before any movement of the flags to confirm the Municipal District is in agreement with the change.
- 6) The two north flagpoles in front of the Administration Building fall on Municipal District of Taber property, and the MD has authorized the Town to operate the flag poles in accordance with their policy and procedures with the two flag poles only flying the municipal flags of the Town and MD.



- 7) The four flagpoles at the Town of Taber Administration Building shall be reserved for the sole use of the Canadian, Provincial, Municipal District, and Town Flags.
- 8) Should an additional flagpole be provided at the front of the Administration Building on Town-owned property, Council shall have sole discretion as to its use.
- 9) The Town of Taber Flag shall be flown at all Town buildings or facilities where there are sufficient flagpoles to do so.
- 10) In the event that only one flagpole exists on a Town-owned property, the Canadian Flag shall be the sole flag flown.
- 11) The Canadian Flag shall take precedence to all other flags flown.
- 12) The Town of Taber Flag may be flown or displayed indoors where such flags are required, such as in Council Chambers.
- 13) At all times, the Town of Taber Flag must be flown or displayed properly and handled with dignity and respect.
- 14) The Town of Taber Flag shall not be used for commercial purposes by any organization.
- 15) The Town of Taber reserves the right to refuse, deny, or restrict the use of the Town Flag with respect to where or how it will be flown or displayed.
- 16) The Town of Taber shall dedicate the flagpole along 48th Avenue on the corner of Confederation Park as the Community Flagpole.
- 17) Requests for guest flags to be flown on the Community Flagpole shall be considered only by Council.
- 18) Administration shall establish procedures for this policy and shall be responsible to ensure the spirit and intent of the policy is adhered to.

Additional References

- National Flag of Canada Etiquette
- Flag Etiquette, Protocol Office of the Government of Alberta



MAYOR

July 31, 2017
DATE



CHIEF ADMINISTRATIVE OFFICER

July 27, 2017
DATE



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