



REPORT TO COUNCIL

MEETING DATE: July 15, 2024

REPORT NO. 24-080

SUBMITTED BY: Janice Anderson
Deputy Corporate Officer

SUBJECT: Flag Policy Amendment

PURPOSE

To provide Council with a proposed amendment to the City of Dawson Creek's Flag Policy.

ANTICIPATED OUTCOMES

That the Flag Policy will be amended to allow the Philippine Flag to be flown on the first Council Meeting day each June.

SUMMARY/BACKGROUND

In the month of June every year, the KALIPI South Peace Filipino-Canadian Association and the Filipino community of Dawson Creek celebrate Filipino Heritage Month, with June 12th being the day that the Filipino community observes and celebrates Philippine Independence. The Philippine flag has traditionally been raised and flown on that date on the community flagpole at City Hall.

Section 3 b) of the City of Dawson Creek's Flag Policy, states as follows:

- b) The following is a list of annual flags that are approved by the Council to fly on the community flagpole at either City Hall or at Peace Park:
- i. Multiple Sclerosis flag (MS Awareness – May)
 - ii. Norwegian Flag (Sons of Norway Lodge #79 – May 17 - Peace Park)
 - iii. Philippine flag (Philippine Independence Day – June 12)
 - iv. Metis flag (Louis Riel Day – November 16)
 - v. Rainbow flag (LGBTQ - October)

At the Regular Meeting of Council held on June 10, 2024, Council passed the following recommendation:

"MOVED, SECONDED, and CARRIED

That Council waive section 3 b) of the Flag Policy, which states that the Philippine flag for Philippine Independence Day will be on June 12, allowing the flag to be flown on June 10."

At the Annual Meeting of Council held June 25, 2024, Councillor Apolonio submitted a Memo to Council requesting that Staff be directed to prepare a Report to Council proposing an amendment to the Flag Policy. KALIPI and the Dawson Creek Filipino community wish to have Mayor and Council participate in their celebration of Philippine Independence at the first Council Meeting to be held each June, and wish the flag-raising to be a part of that celebration.

Therefore, Staff is recommending an amendment to Section 3 b) iii of the City of Dawson Creek's Flag Policy to allow the Philippine flag to be raised and flown on the day of the first Council meeting to take place each June.

Proposed additions in the attached Policy are highlighted in **yellow**, while deletions are indicated with a **strikethrough**.

ALTERNATIVES

1. Council could choose not to amend the Flag Policy.
2. Council could choose to make further amendments to the Flag Policy.

IMPLICATIONS

(1) Social The City of Dawson Creek values and celebrates diverse cultures, community groups, and special events and causes to create an open and inclusive community for all.

(2) Environmental N/A

(3) Personnel Staff is responsible for updating the Policy Manual according to established procedures and flying various flags on the City of Dawson Creek flagpoles.

(4) Financial N/A

(5) Risk Assessment Compliance:
City Flag Policy, Community Charter.

Risk Impact: Low

Internal Control Process:

The Administration Department has a procedure and checklist in place to complete policy amendments.

GUIDING PRINCIPLES

Inclusivity

We will create an invitational climate by:

- Seeking ways to reflect and celebrate the diversity of our community and ensuring physical accessibility.

Lifestyle

We will nurture engagement in a collective sense of belonging and contribution by:

- Celebrating arts, heritage and culture.

Trust and Integrity

We will have a reputation for acting with integrity and will earn the trust of our stakeholders by:

- Pledging to align our actions with the guiding principles that support our vision.
- Communicating with care and respect.
- Working to develop positive relationships.

Excellence

We will achieve excellence in all our endeavours by:

- Incorporating principles of excellence in all our actions.

Governance

We will strive to make decisions that reflect the needs and desires of our community by:

- Providing opportunities for engaged, active citizens to help create and participate in developing solutions for pressing issues.

STRATEGIC PRIORITIES

N/A

IMPLEMENTATION/COMMUNICATION

Upon approval by Council, the Flag Policy amendment will be posted on the City website for a 30-day review period. Following a successful 30-day review period, the policy manual will be updated on the City's website and in the Administration master policy manual.

RECOMMENDATION

That Report No. 24-080 from the Deputy Corporate Officer re: Flag Policy Amendment be received; further, that Council adopt the amended Flag Policy, allowing the Philippine flag to be flown on the date of the first Council Meeting to take place each June.

Respectfully submitted,

Janice Anderson
Deputy Corporate Officer

Attachments

[Flag Policy - proposed amended June 2024](#)

Approved for the Agenda by:

Tab Young, Corporate Officer

Approved - 05 Jul 2024

Kevin Henderson, Chief Administrative Officer

Approved - 08 Jul 2024

Agenda Review

Approved - 08 Jul 2024



FLAG POLICY

1. Purpose

The purpose of the flag policy is:

- a) To ensure that all flags at City Hall and Peace Park are flown and displayed in an appropriate and consistent manner, and
- b) To include local community organizations that annually fly their flag in recognition of a special event, cause or effort within the City of Dawson Creek.

2. Definitions

- a) Community Flag Pole – a flagpole that is designated for community organizations or groups that request their flag to be flown to promote their annual event. The current locations are at City Hall and at Peace Park.

3. Policy

- a) The City of Dawson Creek recognizes that local community not for profit organizations and registered non-profit societies are valuable resources in helping the municipality provide a strong community focus. These groups and organizations are integral to the achievement of the strategic imperatives adopted by Council through the community visioning process.
- b) The following is a list of annual flags that are approved by the Council to fly on the community flagpole at either City Hall or at Peace Park:
 - i. Multiple Sclerosis flag (MS Awareness – May)
 - ii. Norwegian Flag (Sons of Norway Lodge #79 – May 17 - Peace Park)
 - iii. Philippine flag (~~Philippine Independence Day – June 12~~ **Day of first Regular Council Meeting in June**)
 - iv. Metis flag (Louis Riel Day – November 16)
 - v. Rainbow flag (LGBTQ - DC Pride Society – Month of June)
- c) New requests from community groups or organizations can be made to Council in writing and must include the following information:
 - i. Name of the organization;
 - ii. Contact name and information;
 - iii. Details of the event or occasion, including dates;
 - iv. Description and/or purpose of the event or occasion.
- d) New requests may be approved by Council on a one time basis, or may be approved for inclusion within the flag policy.
- e) It is the responsibility of the organization to contact the City prior to their annual event and to provide the flag to be raised.

APPROVED BY COUNCIL:

DATE: April 27, 2020

AMENDED BY COUNCIL:

DATE: May 29, 2023