

**Subject: Flag Policy PRC-220****APPROVALS:****Jamie Doyle**\_\_\_\_\_  
Director\_\_\_\_\_  
Chief Administrative Officer**Recommended Motion:**

THAT the Flag Policy PRC-220, dated July 15, 2021, be approved; and

THAT up to \$250,000 be allocated from the Capital Infrastructure Reserve to fund the installation of flagpoles in accordance with the Flag Policy.

**Summary:**

This policy is to ensure that all flags at Municipal Facilities are flown and displayed in a consistent and appropriate manner.

**Background:**

The proposed Flag Policy (PRC-220) repeals the Flag Protocol (PRL-050), initially established on March 17, 1987.

Given the passage of thirty-four (34) years without a review and update of the initial protocol, there have been multiple challenges over the years in the application of the Flag Protocol. In addition to the usage of terms that are no longer relevant (for example, Alderman), there was no consideration given to the flying of Indigenous flags or mechanisms for community groups to request the flying of their flags or the half-masting of flags to recognize a solemn occasion. All these areas have been addressed in the policy.

The development of this policy began in the fourth quarter of 2020. Benchmarking of flag policies in other communities across Alberta occurred in late fall of 2020. This benchmarking looked at how communities considered flags in general, the administrative area responsible and how Indigenous flags were incorporated into municipal flag policies or procedures. Draft development of the policy also began at this time, as did engagement with internal RMWB parties. The Indigenous and Rural Relations Department (IRR) engaged with Indigenous communities in winter and spring 2021 to better understand thoughts and preferences related to Indigenous flags. This work is reflected in the policy, specifically in the flying of Treaty 8 and Métis flags. The

inclusion of Indigenous flags aligns with the Municipality's ongoing commitment to Reconciliation.

Consistent with the previously established process, and with the case in other communities, this policy defers to the Department of Canadian Heritage and the Alberta Protocol Office when dealing with the Federal and Provincial flags.

**Budget/Financial Implications:**

The updated policy will require the installation of new flagpoles and flags at a variety of municipal facilities. While an inventory of existing flagpoles in the region is being compiled, it is recommended that some funds be set aside for flagpole installation in 2021. Based on estimates provided by the Municipality's Facilities group, costs will vary depending on flagpole size and location and could range anywhere from \$5,000 to \$30,000 per location. It is recommended that \$250,000 from the Capital Infrastructure Reserve be set aside for fiscal 2021 with additional funding included as part of the 2022 Capital budget planning, if necessary.

**Rationale for Recommendation:**

The previous governance document on flags dates back to 1987 and requires updating to align with the organization's current policies and practices. Several terms of the protocol are no longer relevant or accurate and do not meet current needs. Securing funds now for flagpole installation allows for immediate action as a result of the adoption of this policy. Flag Policy PRC-220 aligns with the Responsible Government, and Rural and Indigenous Communities and Partnerships pillars of the Strategic Plan.

**Strategic Priorities:**

Responsible Government  
Rural and Indigenous Communities and Partnerships

**Attachments:**

**1. Flag Policy PRC-220**