



Staff Report

Administration – Chief Administrative Officer

Report To: Committee of the Whole
Meeting Date: August 10, 2021
Report Number: FAF.21.148
Title: Official Proclamation Listing for the Town of The Blue Mountains
Prepared by: Shawn Everitt, Chief Administrative Officer

A. Recommendations

THAT Council receive Staff Report FAF.21.148, entitled “Official Proclamation Listing for the Town of The Blue Mountains”;

AND THAT Council approve and endorse the annual proclamations as outlined in this report.

B. Overview

The purpose of this report to provide Council and members of the public a fulsome list of the annual proclamation that are recognized and approved by Town of The Blue Mountains Council.

C. Background

Historically, individual proclamations have been requested by individuals or special interest groups or set by Federal and or Provincial Government.

Staff believe it is beneficial for Council and members of the public to have a fulsome and transparent list of the annual proclamations that are formally recognized by the Town.

Typically, the Town will provide a formal press release acknowledging a proclamation and, where available and/or provided, a flag may be flown at the Riverwalk Flagpole as authorized in the Flag Protocol and Proclamation Policy POL.COR.21.01.

D. Analysis

Staff suggest that all future proclamation requests require a formal staff report for Council consideration. Where Council has approved a new proclamation that identifies the recognition being on an annual basis, the proclamation will be added to the proclamation list. The proclamation list will be available and easily accessible from the Town’s Website.

The following table will be considered the 2021 Official Proclamation Listing and include all Council approved proclamations recognized by the Town of The Blue Mountains.

Staff have taken the liberty of including the March 5, 2022 Wee Willi Winkels Day proclamation that is the subject of Staff Report FAF.21.144 also being presented to Council at the August 10, 2021 Committee of the Whole meeting. Staff are prepared to revise this report if necessary, prior to the August 24, 2021 meeting of Council where this report will have final approval considered.

Official Proclamation	Date	Recognized by
January	No Proclamations	N/A
February		
Eating Disorder Awareness Week (EDAW)	1 st Week in February	Posting on Town Website
March		
Wee Willi Winkels Day**	1 st Saturday in March	Posting on Town Website and additional activities may follow
April		
Autism Awareness Day	April 4	Posting on Town Website
Pitch-In Week	3 rd Week in April	Posting on Town Website
National Volunteer Week	Last Full Week in April	Posting on Town Website
May		
NAOSH (Health, Safety & Wellness Week)	1 st Full Week in May	Posting on Town Website and Flying of Flag
June		
Safe Kids Week	Week Early June	Posting on Town Website
World Elder Abuse Awareness Day	June 15	Posting on Town Website and Flying Flag for 2 Weeks June 1-15
Pride Week	June 17	Posting on Town Website and Flying of Flag

Official Proclamation	Date	Recognized by
July	No Proclamations	N/A
August	No Proclamations	N/A
September		
Legion Week	3 rd Week in September	Posting on Town Website
Canadian Cancer Society CIBC Run for the Cure– Pink Week	Last Week of September Early October	Posting on Town Website
National Day of Truth and Reconciliation*	September 30	Posting on Town Website
October		
Fire Prevention Week	1 st Full Week in October	Posting on Town Website
Waste Reduction Week	3 rd Week in October	Posting on Town Website
Annual Child Care Worker and Early Childhood Educator Appreciation Day	October 22	Posting on Town Website
November		
Giving Tuesday	November 30	Posting on Town Website
December	No Proclamations	N/A

Listings that are noted with an * are proclamations that are new for 2021

Listings that are noted with two ** are proclamations that are new for 2022

E. Strategic Priorities

1. Communication and Engagement

We will enhance communications and engagement between Town Staff, Town residents and stakeholders

3. Community

We will protect and enhance the community feel and the character of the Town, while ensuring the responsible use of resources and restoration of nature.

4. Quality of Life

We will foster a high quality of life for full-time and part-time residents of all ages and stages, while welcoming visitors.

F. Environmental Impacts

None.

G. Financial Impacts

Staff time to review proclamation requests and draft staff reports to date.

H. In Consultation With

Clerk's Staff

Sarah Traynor, Manager of Human Resources

Ryan Gibbons, Director of Community Services

I. Public Engagement

The topic of this Staff Report has not been the subject of a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Shawn Everitt, Chief Administrative Officer cao@thebluemountains.ca.

J. Attached

None

Respectfully submitted,

Shawn Everitt
Chief Administrative Officer

For more information, please contact:
cao@thebluemountains.ca
519-599-3131 extension 234

Report Approval Details

Document Title:	Official Proclamation Listing for the Town of The Blue Mountains FAF.21.148.docx
Attachments:	
Final Approval Date:	Jul 22, 2021

This report and all of its attachments were approved and signed as outlined below:

Shawn Everitt - Jul 22, 2021 - 12:07 PM