



**CITY OF QUINTE WEST
CORPORATE POLICY**

TITLE: FLYING FLAGS AT HALF-MAST ON MUNICIPAL PROPERTY
EFFECTIVE DATE: May 15, 2006

FLYING FLAGS AT HALF-MAST ON MUNICIPAL PROPERTY

PURPOSE:

The purpose of this policy is to establish the protocol with respect to the half-masting of flags on Municipal property.

LOCATION:

This policy shall apply to flags at the following locations:

- 1) City Hall
- 2) City O.P.P. Headquarters
- 3) Mount Pelion

Other locations may be included at the discretion of the Mayor.

OCCASIONS:

Flags at the designated locations shall be lowered to half-mast on the following occasions:

- 1) November 11, Remembrance Day
- 2) Death of the following (while in office):
 - a) Reigning Sovereign or member of Royal Family related in the first degree (husband, wife, son, daughter, mother, father, brother or sister)
 - b) Governor General of Canada
 - c) Lieutenant Governor of Ontario
 - d) Prime Minister of Canada
 - e) Premier of Ontario
 - f) Local M.P.
 - g) Local M.P.P.

- h) Mayor, City of Quinte West
- i) Councillor, City of Quinte West
- j) Employee, City of Quinte West
- k) Board or Committee member appointed by Council
- l) Quinte West O.P.P. officer

3) Death of the following:

- a) Former Prime Minister
- b) Former Premier of Ontario
- c) Former Local M.P.
- d) Former Local M.P.P.
- e) Former Mayor

4) On the date, when fallen Canadian Armed Forces members are repatriated to Canada at Canadian Forces Base Trenton.

5) On any day declared by the Federal Government, the Provincial Government or the Council of the City of Quinte West as a day of mourning.

DURATION FOR FLYING FLAGS AT HALF-MAST:

When it is appropriate that flags be at half-mast the period shall commence upon notification of the death and last until sunset of the day of the funeral or memorial service, or in the case of Clause 4 only on the day of repatriation, unless otherwise directed by the Mayor or Council.

Approved by Council May 15, 2006