

Corporate Policy

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Section:	Administration	01
Sub-Section:	Proclamations and Special Declarations	0630
Title:	Proclamations	2016-01

Related Policies

Number	Title
01-0530-2016-01	Delegations to Council

Approvals

Approval Date: June 14, 2016	Resolution #: <u>RC16/235</u>
Amended: September 19, 2017	Resolution #: <u>RC(CW)17/031</u> (<u>CW17/117</u>)
Amended:	Resolution #:
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Policy

The Council of the City of Port Moody ~~receives requests for formal pronouncement of proclamations from individuals and groups representing non-profit societies and organizations wishing to raise awareness of an upcoming event, campaign, or provincial or national day they wish to celebrate at a local level.~~

~~Proclamation requests must be presented in person by a representative of the non-profit society or organization as a Delegation to Council.~~ does not issue proclamations.

Procedures

An individual or organization seeking a Council Proclamation shall ~~request to appear before Council as a Delegation by submitting a Request to Appear as a Delegation form to the Corporate Officer at least eight (8) days prior to the date of the meeting at which the person wishes to appear to present the proclamation request to Council. Legislative Services Division staff shall acknowledge proclamation requests upon receipt.~~

~~Procedures for scheduling Delegations for Proclamation Requests are set out in Corporate Policy—01-0530-2016-01—Delegations to Council.~~

Following the presentation by the delegation, Council may unanimously resolve to:

- ~~• immediately issue the Proclamation as requested;~~
- ~~• issue the Proclamation as amended at Council's discretion; or~~
- ~~• take no action.~~

~~Once Council has resolved to issue the proclamation, Legislative Services Division staff will prepare and issue a proclamation certificate to the requestor.~~ be advised that the City of Port Moody does not issue proclamations.

Monitoring/Authority

This policy is to be administered and monitored by the Legislative Services Division.