

To: David Creery, Chief Administrative Officer

From: Heather Buchanan, Manager of Corporate Services

Re: Raising of Community Flags and Lowering of Flags to Half-Mast Policy

AIM

To seek Council's direction on amendments to Council Policy GA012 – Raising of Community Flags and Lowering of Flags to Half-Mast Policy to also allow for the hanging of banners around Museum Square.

BACKGROUND

At the May 1, 2025, Woodstock City Council meeting, the Oxford County Pride Committee delegated before Council to request approval to hang Oxford County Pride banners on poles other than the municipal flagpole in Museum Square for the month of June. Council passed the following resolution in response to the delegation:

That Woodstock City Council approves the request from the Oxford County Pride Committee to display banners on various poles in Museum Square for the month of June 2025, subject to staff approval;

And further that City Council direct staff to prepare a report regarding updates to Council Policy GA012 - Raising of Community Flags and Lowering of Flags to Half-Mast to also allow banners on various poles in Museum Square in addition to the municipal flagpole.

COMMENTS

The Policy provides a transparent framework for flag-raising requests in Woodstock, ensuring fairness, inclusivity, and respect in recognizing community events. The Policy currently only permits community flags on the single municipal flagpole in Museum Square. The proposed amendment broadens the use of infrastructure to include up to eight poles surrounding Museum Square for banner displays, subject to the same conditions, thereby enhancing community expression and continuing to ensure fairness and inclusivity.

A tracked changes version of the Policy is attached for Council's consideration.

ATTACHMENTS

GA012 – Draft Raising of Community Flags and Banner and Lowering of Flags to Half-Mast Policy – tracked changes

RECOMMENDATION

That Woodstock City Council approves the amendment to Council Policy GA012 – Raising of Community Flags and Banners and Lowering of Flags to Half-Mast.

Authored by: Heather Buchanan, B. Political Science, Manager of Corporate Services

Approved by: Amy Humphries, B. Math, M.P.A., Deputy Chief Administrative Officer/City Clerk

Approved by: David Creery, P. Eng, MBA, Chief Administrative Officer