



Policy Title:	Flag Flying	Policy Number:	01-1103-18
Department:	Administration	Approval/Effective Date:	June 11, 2018

Purpose

1. The purpose of this policy is to provide clear guidance and direction to Town staff for the display of flags on municipal flag poles.

Objectives

2. The objectives of the Flag Flying Policy are to:
 - a. Provide a consistent response to flag flying requests.
 - b. Provide fair and equitable opportunities; and
 - c. Provide a designated area for groups or organizations to fly their event flag from a municipally owned flag pole.

Policy

3. It is the policy of the Town of Kensington that no flag, other than a Canada Flag, a Province of Prince Edward Island Flag, or a Town of Kensington Flag be flown from a municipally owned flag pole with the exception of the fourth flag pole located at the front of the Town's Rail Yards property. This flag pole will typically fly a Town of Kensington flag however it will also be designated for groups and organizations who request their event flag be flown from a Town flag pole.
4. Notwithstanding the above policy, the Town of Kensington may fly the appropriate flag on the occasion of a visiting dignitary; the flag may be flown for the duration of the visit to the Town of Kensington.

Requests for Flag Flying


5. Flag flying requests shall be in writing and directed to the office of the CAO or Mayor and should include the start and end date of the request.
6. Flag flying requests shall be approved on a first come, first serve basis.
7. The maximum duration of any individual flag display will be one week (seven days).

Town of Kensington – Flag Flying Policy

8. Flags will only be placed on Town property in support of specific community events or activities that are sponsored or supported by the Town including special commemorations, i.e. Kensington-Bedford Exchange, Sporting Event, Summer Games.
9. If a flag flying request is perceived as contentious, the CAO may conduct a telephone or electronic poll of Council for approval.
10. The flags of service clubs or other special interest groups shall not be flown on any Town of Kensington municipal flag pole.

Date of Passage: June 11, 2018

I certify that this policy was adopted by Town Council as indicated above.


ASA
Chief Administrative Officer

JUNE 12, 2018
Date