

## **POLICY #114C**

4512 – 46 Street, Olds, AB Canada T4H 1R5  
T 403-556-6981 F 403-559-6537  
[www.olds.ca](http://www.olds.ca)



---

<b>Policy Title:</b>	<b>Proclamations</b>
<b>Policy Number:</b>	<b>114C</b>
<b>Approval:</b>	<b>Town Council</b>
<b>Review Date:</b>	<b>March 11, 2024, Motion No 24-99</b>
<b>Amended Date:</b>	<b>February 13, 2023, Motion No. 23-59</b>
<b>Amended Date:</b>	<b>January 11, 2020, Motion No. 20-11</b>
<b>Approved Date:</b>	<b>January 28, 2013, Motion No. 13-23</b>
<b>Supersedes Policy No.:</b>	<b>New</b>

---

### **Policy Statement:**

The Town of Olds Council shall not make or authorize a formal endorsement or proclamation for any event, day, message, interest, cause, or activity, not specifically related to town-sponsored, municipal purposes or operations, regardless of the merit of such.

### **Purpose:**

This policy is intended to guide council and administration in dealing with requests for proclamations. The making of such proclamations regarding non-Town matters is not within the legislative prerogative or purpose of the Town, regardless of how worthy such matters may be in and of themselves.

### **Standards:**

1. This policy applies to all proclamation requests received by the Town of Olds.
2. The Office of the Chief Administrative Officer (CAO) is responsible for proclamation requests.
3. Any requests for a Proclamation received by the Town shall be directed to the Chief Administrative Officer or designate.
4. The Chief Administrative Officer or designate will inform the requesting group or individual of this policy.