

**CHIEF ADMINISTRATIVE OFFICER APPROVALS**

**Information Release**

Policies CMD-R-4.3 Flag Protocol and CMD-R-4.4 Proclamations and Lighting of the Municipal Centre delegate authority to the Chief Administrative Officer (CAO) to approve requests.

For Council’s information, the following requests have been approved by the CAO or were previously approved on a recurring basis.

Proclamations, raising and lowering of flags, and lighting of the Municipal Centre events are published on the Town’s website.

Requesting Organization	Type of Request and Date		
	Proclamation	Lighting of the Municipal Centre	Flag Raising
National Day of Mourning	April 28 Attachment 1	n/a	April 28 Half masting
First Responders Day	May 1 Attachment 2	n/a	n/a
Melanoma and Skin Care Month	May Attachment 3	n/a	n/a
Multiple Chemical Sensitivity Awareness Month and Day	May Attachment 4	May 12 – yellow/green	n/a
Economic Development Week	May 4-8 Attachment 5	n/a	n/a
Hereditary Angioedema Canada	n/a	May 16 – purple Attachment 6	n/a

**Attachment(s):**

1. National Day of Mourning Proclamation and Flag at half-mast
2. First Responders Day Proclamation
3. Melanoma and Skin Cancer Month Proclamation
4. Multiple Chemical Sensitivity Awareness Day Proclamation and Lighting
5. Economic Development Week Proclamation
6. Hereditary Angioedema Day Lighting