



## The Corporation of the Town of Tecumseh

Legislative & Clerk Services

**To:** Mayor and Members of Council

**From:** Laura Moy, Director Legislative Services & Clerk

**Date to Council:** May 24, 2022

**Report Number:** LCS-2022-20

**Subject:** Illumination of Town Buildings Policy

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### Recommendations

It is recommended:

**That** Report LCS-2022-20 entitled “Illumination of Town Buildings Policy”, **be received;**

**And that** the Illumination of Town Buildings Policy, as appended to Report LCS-2022-20, **be adopted;**

**And further that** Council **authorize** illuminating Town Hall red on Monday May 30 to Friday June, 3, 2022 in honour of National AccessAbility Week.

### Background

In recent years the Town of Tecumseh has received various requests to illuminate the Town Hall property in a specific colour associated with a charitable cause and/or commemorative event of significance. Currently, the Town has no policy on the commemorative or celebratory illumination of Town Hall or any other Town buildings and as such, there is no formalized process through which local organizations or residents can request to illuminate Town Hall.

Illumination policies have become standard practice among municipalities both large and small across the province. Smaller municipalities have tended to focus their policies solely on the illumination of a single building such as the local town hall, while some

larger localities have expanded their illumination initiatives to include other notable local amenities such as bridges, signage, and various monuments. The Town of Tecumseh proposes limiting illumination to Town Hall as a larger-scale illumination program would be more time consuming and administratively burdensome.

Generally, these policies have been implemented with the intent to commemorate and celebrate special events, as well as to raise public awareness and encourage fundraising; however, some municipalities like Toronto and Ottawa have also used these programs to promote and encourage support for local amateur and professional athletics. To further reduce the burden of legal liability and increase efficiency, most municipalities have developed standardized eligibility criteria that regulate the approval or denial of illumination requests. The City of Toronto, for example, requires that all requests be non-political and nondenominational, and restricted to a charitable occasion or cause. Other municipalities like Ottawa, further restrict eligibility to locally-based initiatives and events. Overall, the eligibility criteria should serve the community and provide vital support for local not-for-profits and charitable causes, promote local tourism and foster a spirit of community. The process should be consistent, fair, transparent, non-discriminatory and relatively easy to administer.

A new illumination policy is provided for Council's consideration of approval. This policy does not address flag raising requests which will be addressed through a review of the Town's existing flag policy.

## Comments

In an effort to engage the community and steward good governance, a policy on the illumination of Town buildings and amenities has been drafted for Council's consideration in [Attachment 1](#). The policy provides a consistent and transparent approach for Administration to receive requests from community organizations and charities to raise awareness on a particular event or Town event.

The policy outlines that outside organizations are eligible through a written request including the desired colour and event date details to the Legislative & Clerk Services department, two weeks prior to their event. From time to time, the Town may receive two requests for the same date and conflicts between two or more organizations would be settled in favour of the organization that made the request first.

An organization or charity will be eligible for one time per calendar year to illuminate Town Hall in an effort of equal opportunity and access for all. The period of illumination of Town buildings will commence and terminate for a period of up to one week only or for the duration of the associated event, whichever is less.

As Council is aware, report [LCS-2022-14 entitled "National Accessibility Week"](#) was presented at the April 26, 2022, Regular Council meeting to highlight some of the activities happening at Town Hall to celebrate the valuable contributions of Canadians

with disabilities, and to recognize the efforts of individuals, communities and workplaces that are actively working to remove barriers to accessibility and inclusion. In an effort to raise awareness of this week, the Tecumseh Accessibility Advisory Committee has requested that Council consider illuminating the Town Hall red during National Accessibility Week from May 30 to June 3, 2022.

## Consultations

Chief Administrative Officer

## Financial Implications

There are no financial implications associated with this report.

## Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input type="checkbox"/>	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input type="checkbox"/>	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input checked="" type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

## Communications

Not applicable ☒

Website ☐

Social Media ☐

News Release ☐

Local Newspaper ☐

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Terran Morris  
Intern - Clerk's Department

Reviewed by:

Jennifer Alexander, MPA  
Deputy Clerk & Manager Legislative Services

Reviewed by:

Laura Moy, Dipl. M.M.  
Director Legislative Services & Clerk

Recommended by:

Margaret Misek-Evans, MCIP, RPP  
Chief Administrative Officer

<b>Attachment Number</b>	<b>Attachment Name</b>
1	Illumination of Town Buildings Policy