



## Proclamation Policy

### Policy Statement


Proclamations are an excellent method of communicating valuable education and information to residents of the Town of Lamont. The Town Council values the opportunity to consider a request for a proclamation.

### Procedure

1. Requests for a proclamation must be in writing and received at least seven (7) days prior to the Council Meeting at which the request will go forward if requested by an outside group or entity, or as brought forward to Council by Administration. The request can be sent to the following:

Town of Lamont  
5307 – 50 Avenue  
PO Box 330  
Lamont, AB T0B 2R0  
Email: [general@lamont.ca](mailto:general@lamont.ca)

2. All requests must contain draft wording of the proclamation.
3. At least one of the following criteria must be met:
  - a. The sponsoring agency be a charitable organization located or having a presence within the Town of Lamont;
  - b. The cause be one of provincial or national significance;
  - c. The cause be a benefit to the majority of residents;
  - d. The cause is an initiative of the Town of Lamont.
4. Proclamations that meet the established criteria will be presented to Council for consideration.
5. Proclamations that are endorsed by Council shall be prepared for the Mayor's signature and provided to the source of the proclamation request.
6. The Town of Lamont will not incur any expense for the advertising of any Proclamation, on behalf of any group or organization.

<b>Adopted by Council:</b>	February 22, 2022	Initials: 
<b>Motion Number:</b>	56/22	
<b>Supersedes:</b>	N/A	