



Illumination of the Municipal Offices

Review Annually

April, 2023

Policy Statement

The Municipality recognizes the importance of illuminating the Municipal Offices for community events and awareness. We believe that proper illumination can enhance the visibility and accessibility of events, promote community engagement, and create a sense of pride and belonging.

This policy sets out the framework within which the lighting up of the Municipal Offices for community events and awareness may be permitted.

Application

This policy shall apply to requests seeking the illumination of the Municipal Offices using the municipality's multi-colour capable LED lighting.

Responsibility

The Community Services department shall administer this policy.

In the event of a disagreement, the Municipal Council shall consider the illumination request.

Governing Rules and Regulations

The use of the multi-colour capable LED lighting installation on the Municipal Offices provides a unique opportunity to display colours associated with charitable or non-profit organizations or Strathroy-Caradoc municipal events.

The following guidelines shall be observed:

Eligibility:

- a) Only lighting requests from charitable or non-profit organizations who maintain a presence within the municipal boundaries of Strathroy-Caradoc may be considered
- b) No lighting requests from a charitable or non-profit organization, which promotes or espouses hatred, violence, or racism shall be considered.
- c) The Municipal Offices shall not be illuminated for political, religious, or for-profit organizations or purposes.

Frequency/Timing:

- d) The Municipal Offices shall be illuminated no more than once per calendar year, per eligible organization.
- e) Lighting may be requested for up to one week, or for the duration of the associated event, whichever is less; noting that conflicts between two or

more eligible charitable or non-profit organizations would be settled in favour of the organization which first made its request, with municipal events taking precedence in all instances.

- f) The lighting period will begin and end only on those business days that the Municipal Offices are open and staff resources are available to program the lighting. The Municipal Offices' multi-colour capable LED lighting installation shall be illuminated only insofar as existing programming permits.
- g) Charitable or non-profit organizations will be required to submit lighting requests on an annual basis in writing no less than 30 days prior to the requested start date.

Exemptions:

- h) The Municipality shall not be restricted as to the number of times, or the period for which, lighting is approved.
- i) Notwithstanding the above, the Municipal Offices with its multi-colour capable LED lighting installation shall be illuminated on the following occasions:
 - i) July 1: red and white for Canada Day
 - ii) November 10 and 11: red for Remembrance Day
 - iii) Rest of November: purple for Shine the Light on Woman Abuse
 - iv) December: red and green for the holidays

Implementation

This policy shall become effective immediately upon approval by the Council for Municipality of Strathroy-Caradoc.