

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF SEPTEMBER 28, 2022

Item 19, Report No. 36, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on September 28, 2022.

19. PROCLAMATION REQUESTS FIRE PREVENTION WEEK, CARBON MONOXIDE (CO) AWARENESS WEEK AND NATIONAL CHILDREN'S GRIEF AWARENESS DAY

The Committee of the Whole recommends approval of the recommendations contained in the report of the Deputy City Manager, Legal and Administrative Services & City Solicitor, dated September 20, 2022:

Recommendations

1. That October 9 – 15, 2022 be proclaimed as “Fire Prevention Week”, and that the week in which the date of October 9 falls in be proclaimed annually as such going forward;
2. That November 1 – 7, 2022 be proclaimed as “Carbon Monoxide (CO) Awareness Week”, and that the first week of November be proclaimed annually as such going forward;
3. That November 17, 2022, be proclaimed as “National Children’s Grief Awareness Day”; and,
4. That the proclamations be posted on the City’s website and the Corporate and Strategic Communications department be directed to promote the above-noted proclamations through the various corporate channels.

Committee of the Whole (2) Report

DATE: Tuesday, September 20, 2022

WARD(S): ALL

TITLE: PROCLAMATION REQUESTS

**FIRE PREVENTION WEEK, CARBON MONOXIDE (CO)
AWARENESS WEEK AND NATIONAL CHILDREN'S GRIEF
AWARENESS DAY**

FROM:

Wendy Law, Deputy City Manager, Legal and Administrative Services & City Solicitor

ACTION: DECISION

Purpose

To seek approval for the proclamation requests received for Fire Prevention Week, Carbon Monoxide (CO) Awareness Week and National Children's Grief Awareness Day.

Report Highlights

- Respond to the requests received from Vaughan Fire and Rescue Services (VFRS) for Fire Prevention Week and Carbon Monoxide (CO) Awareness Week.
- Respond to the request received from Rainbows For All Children Canada for National Children's Grief Awareness Day.

Recommendations

1. That October 9 – 15, 2022 be proclaimed as “Fire Prevention Week”, and that the week in which the date of October 9 falls in be proclaimed annually as such going forward;
2. That November 1 – 7, 2022 be proclaimed as “Carbon Monoxide (CO) Awareness Week”, and that the first week of November be proclaimed annually as such going forward;

3. That November 17, 2022, be proclaimed as “National Children’s Grief Awareness Day”; and,
4. That the proclamations be posted on the City’s website and the Corporate and Strategic Communications department be directed to promote the above-noted proclamations through the various corporate channels.

Background

Fire Prevention Week

Fire Prevention Week is part of a nation-wide campaign to teach communities how to stay safe in a fire. Led by VFRS, the City of Vaughan has been involved in public awareness campaigns surrounding this initiative in past years.

Carbon Monoxide (CO) Awareness Week

Carbon Monoxide (CO) Awareness Week is observed annually during the first week of November. VFRS provides tips to educate residents of the City of Vaughan the risks Carbon Monoxide can pose, and ways that they can avoid this hazard.

Council has previously granted this request.

National Children’s Grief Awareness Day

Rainbows For All Children Canada has been supporting Canadian youth from ages 3-18 through issues such as death, divorce and separation for several decades. As noted by the organization, the loss of a parental figure, family member, or friend can result in a variety of mental and physical health-compromising issues for a child, including but not limited to: loneliness, reckless behaviour, self-harm, substance abuse, depression and suicide.

Rainbows For All Children Canada is hoping to raise awareness of these issues by proclaiming Children's Grief Awareness Day. The organization has also requested an illumination for the same day, which has been approved by the City Clerk as per the City’s Illumination Policy.

Previous Reports/Authority

Fire Prevention Week

The City of Vaughan has been involved in public awareness campaigns surrounding Fire Prevention Week/Month in past years.

Carbon Monoxide (CO) Awareness Week

[Committee of the Whole \(2\) – October 13, 2021](#)

National Children’s Grief Awareness Day

Not applicable.

Analysis and Options

Fire Prevention Week

The proclamation request meets the requirements of the City’s Proclamation Policy, as follows:

2.1. For the purposes of section 2, a proclamation may be issued for:

2.1.4. Public awareness campaigns

Carbon Monoxide (CO) Awareness Week

The proclamation request meets the requirements of the City’s Proclamation Policy, as follows:

2.1. For the purposes of section 2, a proclamation may be issued for:

2.1.4. Public awareness campaigns

National Children’s Grief Awareness Day

The proclamation request meets the requirements of the City’s Proclamation Policy, as follows:

2.1. For the purposes of section 2, a proclamation may be issued for:

2.1.4. Public awareness campaigns

Financial Impact

There is no financial impact expected in regard to these requests.

Broader Regional Impacts/Considerations

Not applicable.

Conclusion

Having reviewed these requests, staff is recommending that October 9 – 15, 2022 be proclaimed as “Fire Prevention Week”, and that the week in which the date October 9 falls in be proclaimed annually as such going forward; that November 1 – 7, 2022 be proclaimed as “Carbon Monoxide (CO) Awareness Week”, and that the first week of November be proclaimed annually as such going forward; that November 17, 2022 be proclaimed as “National Children’s Grief Awareness Day”; and, that the proclamations be posted on the City’s website and the Corporate and Strategic Communications department be directed to promote the above-noted proclamations through the various corporate channels.

For more information, please contact: Todd Coles, City Clerk

Attachments

1. Correspondence from VFRS, received on May 31, 2022
2. Correspondence from VFRS, received on May 31, 2022
3. Correspondence from Rainbows For All Children Canada, received on August 24, 2022

Prepared by

Julia Bartolomeo, Supervisor, City Clerk's Administrative Services, ext. 8280

Approved by



Wendy Law, Deputy City Manager
Legal and Administrative Services
& City Solicitor

Reviewed by



Nick Spensieri, City Manager

FLAG RAISING & PROCLAMATION REQUEST FORM

I am requesting the following (please select all that apply):

Flag Raising (*Complete Parts 1-3, Parts 5 & 6, Annex A, Annex B*)

Proclamation (*Complete Parts 1-4*)

PART 1: ORGANIZATION DETAILS

ORGANIZATION NAME

ORGANIZATION TYPE

PART 2: REQUESTER DETAILS

LAST NAME OR SINGLE NAME

FIRST NAME

STREET ADDRESS

APT/UNIT NUMBER

CITY/TOWN

PROVINCE

POSTAL CODE

EMAIL ADDRESS

TELEPHONE NUMBER

PART 3: ALTERNATE CONTACT DETAILS

LAST NAME OR SINGLE NAME

FIRST NAME

STREET ADDRESS

APT/UNIT NUMBER

CITY/TOWN

PROVINCE

POSTAL CODE

EMAIL ADDRESS

TELEPHONE NUMBER

PART 4: PROCLAMATION REQUEST DETAILS

CAUSE/EVENT/COMMEMORATION TO BE PROCLAIMED (*Written as you want it to be Declared by Council*)

DAY

WEEK

MONTH

PART 5: FLAG RAISING DETAILS

CAUSE/EVENT/COMMEMORATION TO BE RECOGNIZED

FLAG TO BE RAISED (*Please attach an image of the flag to this form*)

ANTHEM OR MUSIC TO BE PLAYED (*If required*)

WILL THERE BE A PUBLIC EVENT AT CITY HALL FOLLOWING THE FLAG RAISING CEREMONY?

YES - To book an appropriate space at City Hall and required equipment following the ceremony, please contact Recreation Services by telephone at (905) 832-8500 or by email at RecCSD@vaughan.ca.

NO

PART 6: PUBLIC CEREMONY DETAILS

The City of Vaughan endeavors to accommodate the requestor's preferred date, however it is **NOT GUARANTEED**. To assist in scheduling your public ceremony, we ask you to designate up to 3 alternate dates for booking.

PREFERRED CEREMONY DATE

ALTERNATE CEREMONY DATE 1

ALTERNATE CEREMONY DATE 2

ALTERNATE CEREMONY DATE 3

TIME OF DAY PREFERENCE

AM (09:00 a.m. – 12:00 p.m.)

PM (12:00 p.m. – 4:00 p.m.)

ESTIMATED NUMBER OF ATTENDEES	
<p>THE FOLLOWING HAVE BEEN ATTACHED TO THIS REQUEST (Please note that these are REQUIRED as part of the request approval)</p> <p style="text-align: center;">Completed Annex A Draft Ceremony Agenda (See Page 4)</p> <p style="text-align: center;">Completed Annex B Dignitaries/VIPs Attending/Invited (See Page 5)</p> <p style="text-align: center;">Image of the Flag to be Raised</p>	

Personal information on this form is collected under the authority of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M.56, and will be used for the purpose of processing requests to conduct flag raisings at Vaughan City Hall. Questions about this collection of personal information should be directed to the Office of the City Clerk, City of Vaughan, 2141 Major Mackenzie Drive, Vaughan, Ontario, L6A 1T1, 905-832-8504.

ANNEX A: DRAFT CEREMONY AGENDA

Please complete the following agenda, with an estimate of the start and end time, and estimated time at which each item will occur. Items may include speeches from dignitaries, playing of songs or anthems, and any displays or performances that may take place during the ceremony. A sample agenda is available online, [click here to view](#).

TIME	ITEM

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ANNEX B: DIGNITARY/VIPs ATTENDING/INVITED

Please complete the following list, indicating any dignitaries or VIPs (including the Mayor and Members of Vaughan Council) who have or will be invited to participate or attend the flag raising ceremony. We ask that you identify each person's name, and the organization to which they are associated, if applicable.

NOTE: You are responsible for issuing invitations and providing ceremony details to all dignitaries or VIPs if you wish them to attend, **EXCEPT** for the Mayor and Members of Vaughan Council, who will be contacted by city staff if you wish them to attend.

NAME	ORGANIZATION

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FLAG RAISING & PROCLAMATION REQUEST FORM

INSTRUCTIONS FOR COMPLETING THIS FORM

PART 1: ORGANIZATION DETAILS
<ul style="list-style-type: none">• Please provide your organization's full official name.• Select the most appropriate type from the options provided.
PART 2: REQUESTOR DETAILS
<ul style="list-style-type: none">• Identify the primary contact for this request on behalf of the organization identified in Part 1.
PART 3: ALTERNATE CONTACT DETAILS
<ul style="list-style-type: none">• Please make sure to identify an alternate contact to ensure staff can reach a representative of your organization if the primary contact is unavailable on short notice.
PART 4: PROCLAMATION REQUEST DETAILS
<ul style="list-style-type: none">• Identify the occasion being recognized by this proclamation, i.e. national day, independence day, awareness month.• Please select whether the date to be proclaimed is a specific day, for a week or for an entire month.
PART 5: FLAG RAISING DETAILS
<ul style="list-style-type: none">• Identify the occasion being recognized by this flag raising ceremony, i.e. national day, independence day, awareness month.• It is imperative that you supply a clear image of the flag to ensure staff reviewing the request can ensure that it complies with our policies and protocols.• Please consult the Protocol Services page online for full details on flag raising ceremonies.• This request only covers flag raising ceremonies, if you wish to conduct an event to celebrate after the ceremony is concluded you MUST contact Recreation Services to book locations and resources for that event.• Please note that if you require additional resources or time for your ceremony, you will also need to contact Recreation Services to book rooms, spaces and equipment beyond that normally provided by the City of Vaughan.
PART 6: PUBLIC CEREMONY DETAILS
<ul style="list-style-type: none">• Provide alternate dates and times to ensure the availability of our space, staff, resources and Council for the ceremony.• It is imperative that you provide an <u>accurate</u> estimate to ensure we provide appropriate seating and security for the ceremony.• Ensure that all three documents are attached with your request or it may be denied for completeness.

ANNEX A: DRAFT CEREMONY AGENDA

- Please detail each item of the agenda in order, including the approximate time that it will take place.
- Items may include an Introduction, Official Greetings from the Mayor, Raising of the Flag, etc.; try to provide any additional details that might be helpful such as noting that the anthem should be played when the flag is being raised.
- A sample of the draft ceremony agenda is provided below to help guide you in completing this page:

Time	Item
12:00	Master of Ceremonies provides an introduction and welcomes everyone to the ceremony.
12:05	President of the organization delivers greetings and acknowledges dignitaries.
12:10	Mayor delivers his address to guests.
12:15	Member of Parliament delivers their address to guests.
12:25	Children's choir sings cultural song.
12:35	Organization and dignitaries raise the flag, while the anthem is played.
12:45	Master of Ceremonies thanks everyone and closes the ceremony.

- Staff will work with you on finalizing the agenda for your ceremony after the request has been submitted.

ANNEX B: DIGNITARY/VIPs ATTENDING/INVITED

- Provide the name and organizations for all dignitaries or VIPs you are inviting to attend the ceremony.
- Dignitaries and VIPs might include the Mayor and Members of Vaughan Council, Members of Parliament, Members of Provincial Parliament, Ambassadors or High Commissioners from foreign embassies or high commissions, CEOs or Presidents of corporations, etc.
- Please note that city staff will only issue invitations and information to the Mayor and Members of Council, you are required to invite and inform all other dignitaries and VIPs listed on this page of your request form.

FLAG RAISING & PROCLAMATION REQUEST FORM

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Flag Raising (*Complete Parts 1-3, Parts 5 & 6, Annex A, Annex B*)

Proclamation (*Complete Parts 1-4*)

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ORGANIZATION NAME

ORGANIZATION TYPE

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PART 4: PROCLAMATION REQUEST DETAILS

CAUSE/EVENT/COMMEMORATION TO BE PROCLAIMED (*Written as you want it to be Declared by Council*)

DAY

WEEK

MONTH

PART 5: FLAG RAISING DETAILS

CAUSE/EVENT/COMMEMORATION TO BE RECOGNIZED

FLAG TO BE RAISED (*Please attach an image of the flag to this form*)

ANTHEM OR MUSIC TO BE PLAYED (*If required*)

WILL THERE BE A PUBLIC EVENT AT CITY HALL FOLLOWING THE FLAG RAISING CEREMONY?

YES - To book an appropriate space at City Hall and required equipment following the ceremony, please contact Recreation Services by telephone at (905) 832-8500 or by email at RecCSD@vaughan.ca.

NO

PART 6: PUBLIC CEREMONY DETAILS

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ALTERNATE CEREMONY DATE 1

ALTERNATE CEREMONY DATE 2

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- A sample of the draft ceremony agenda is provided below to help guide you in completing this page:

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12:05	President of the organization delivers greetings and acknowledges dignitaries.
12:10	Mayor delivers his address to guests.
12:15	Member of Parliament delivers their address to guests.
12:25	Children's choir sings cultural song.
12:35	Organization and dignitaries raise the flag, while the anthem is played.
12:45	Master of Ceremonies thanks everyone and closes the ceremony.

- Staff will work with you on finalizing the agenda for your ceremony after the request has been submitted.

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ORGANIZATION NAME

ORGANIZATION TYPE

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LAST NAME OR SINGLE NAME

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TELEPHONE NUMBER

PART 3: ALTERNATE CONTACT DETAILS

LAST NAME OR SINGLE NAME

FIRST NAME

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PART 4: PROCLAMATION REQUEST DETAILS

CAUSE/EVENT/COMMEMORATION TO BE PROCLAIMED (*Written as you want it to be Declared by Council*)

DAY

WEEK

MONTH

PART 5: FLAG RAISING DETAILS

CAUSE/EVENT/COMMEMORATION TO BE RECOGNIZED

FLAG TO BE RAISED (*Please attach an image of the flag to this form*)

ANTHEM OR MUSIC TO BE PLAYED (*If required*)

WILL THERE BE A PUBLIC EVENT AT CITY HALL FOLLOWING THE FLAG RAISING CEREMONY?

YES - To book an appropriate space at City Hall and required equipment following the ceremony, please contact Recreation Services by telephone at (905) 832-8500 or by email at RecCSD@vaughan.ca.

NO

PART 6: PUBLIC CEREMONY DETAILS

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PREFERRED CEREMONY DATE

ALTERNATE CEREMONY DATE 1

ALTERNATE CEREMONY DATE 2

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TIME OF DAY PREFERENCE

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ESTIMATED NUMBER OF ATTENDEES	
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FLAG RAISING & PROCLAMATION REQUEST FORM

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PART 6: PUBLIC CEREMONY DETAILS
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12:35	Organization and dignitaries raise the flag, while the anthem is played.
12:45	Master of Ceremonies thanks everyone and closes the ceremony.

- Staff will work with you on finalizing the agenda for your ceremony after the request has been submitted.

ANNEX B: DIGNITARY/VIPs ATTENDING/INVITED

- Provide the name and organizations for all dignitaries or VIPs you are inviting to attend the ceremony.
- Dignitaries and VIPs might include the Mayor and Members of Vaughan Council, Members of Parliament, Members of Provincial Parliament, Ambassadors or High Commissioners from foreign embassies or high commissions, CEOs or Presidents of corporations, etc.
- Please note that city staff will only issue invitations and information to the Mayor and Members of Council, you are required to invite and inform all other dignitaries and VIPs listed on this page of your request form.



Wednesday, August 24, 2022

**Benefiting more than
3 million children and families
since 1983.**

Founder
Suzy Yehl Marta

Founding National Director
Thelma Cockburn

National Director, Canada
Kimberly Thomson

**Canadian
Governing Board**
Carol Bertram, Chair
Brian Galbraith
Andrea Urban
Wayne Kobilnyk
Ken Clarke
Nicole Cianci

Dear Mayor and Council,

Rainbows For All Children Canada has been supporting Canadian youth, ages 3-18, through death, divorce and separation for the last several decades. Now, more than ever, these children are in dire need to regain hope and happiness as the Covid-19 virus continues to leave its mark and exude a questionable future for all.

The loss of a parental figure, family member, or friend can result in a variety of mental and physical health compromising issues for a child, especially when they're not given an adequate opportunity to grieve and heal. These issues include, but are not limited to, loneliness, reckless behaviour, self-harm, substance abuse, depression and even suicide. Children who are impacted also tend to lose much of their self-confidence, drive, and ambition, and they begin to exhibit a rapidly deteriorating relationship with school, their classmates, and the many activities that used to bring them joy. Rainbows For All Children Canada is on a mission to break this vicious cycle by holding Children's Grief Awareness Day on Thursday, November 17th, 2022, to show grieving children in Canada that they are loved and that there are support systems available to them, wherever and whenever they need it.

Over the past 8 years, the provinces and territories have granted proclamations marking the third Thursday of November as National Children's Grief Awareness Day. As part of this initiative, Rainbows illuminates a variety of renowned buildings, bridges, monuments, and towers across the country in blue and engages in spreading awareness through a social media campaign for grieving children. We have appreciated your help and contributions for the cause over the last several years, and ask again for a proclamation letter in support of National Children's Grief Awareness Day.

Children require constant reassurance that they are loved and cared for, and that they are not alone in their experiences with grief. Rainbows hopes that you can join us in demonstrating to Canadians that together we can make a major impact on the lives of grieving children across the country.

Yours Sincerely,
Kimberly Thomson
National Director
Rainbows For All Children Canada