



MEMORANDUM

TO: K. Kitteringham, City Clerk

COPY: Peter Wokral, Senior Heritage Planner
Evan Manning, Senior Heritage Planner

FROM: Regan Hutcheson, Manager - Heritage Planning

DATE: January 4, 2024

SUBJECT: Proclamation of Heritage Week 2024
Flag Raising at Civic Centre

As per the **Proclamation Policy**, the Heritage Markham Committee and Heritage Section staff officially request that the third week in February 2024 be proclaimed as **Heritage Week in Markham** as per the Ontario Government. This also recognizes **Heritage Day (Monday February 19, 2024)** as per the National Trust for Canada. According to my files, Council has been proclaiming Heritage Week in Markham since at least 1986. The official dates would be:

Monday, February 19 to Sunday, February 25, 2024

As per the **Community Flag Raising and Flag Protocol Policy**, we would also request that the **Prince of Wales Prize Flag** be flown for the above week. This has been the City's custom since the Town of Markham won this prestigious award in 2000 and recognizes Markham as one of only a handful of municipalities to have this honour. The official flag is stored in the Heritage Section of the Planning Department.

If you require further information or have any questions, please don't hesitate to contact me.

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