



LEGISLATIVE ASSEMBLY BUILDING: SPECIAL LIGHTING POLICY

1. INTRODUCTION

The Legislative Assembly building is one of the most unique legislatures in Canada, highlighting NWT's consensus style of government and the traditional values of the people of NWT.

The building has an external lighting system that, in addition to its use for essential operational lighting (eg security, health and safety etc), allows the building Domes to be lit in a single colour wash (including blackout) or multiple colours (northern lights). Such lighting can not only help highlight the building's architectural features but can in turn help the Legislative Assembly to participate in celebrations and commemorations in the wider community, strengthen public engagement and promote the Northwest Territories, all of which can have a positive reputational impact. However, conversely, inappropriate and over-use of the special lighting facility could adversely affect the reputation of the Northwest Territories Legislative Assembly.

2. POLICY STATEMENT

This special lighting policy sets out the parameters and criteria that must be met for special lighting to be allowed and the process through which applications can be made, considered and, if approved, put into effect. Certain definitions are also contained herein and apply in relation to this policy.

3. PURPOSE & SCOPE

This policy does not cover essential operational lighting of the building, but rather covers all special lighting of the building.

Where there is any conflict between the use of essential operational lighting and special lighting, the essential operational lighting of the building will take precedence.

4. DEFINITIONS

In this policy:

- a) **Special lighting** means any form of lighting of the Legislative Assembly other than essential operational lighting.
- b) **Essential operational lighting** means the normal white lighting of the building for operational reasons.
- c) **Occasion** may mean one single day or a period of unbroken days. On any day, the special lighting will pre-set 30 minutes prior to sunset and 30 mins past sunrise.
- d) **Year** means a calendar year (1 January to 31 December). Where an occasion overlaps two calendar years, it will be counted as having been held in only the earliest of the two years.
- e) **Speaker** is the position that presides over the Office of the Legislative Assembly, pursuant to s. 53 of the *Legislative Assembly and Executive Council Act*.
- f) **Board of Management** is the Legislative Assembly's Board of Management pursuant to s. 36 of the *Legislative Assembly and Executive Council Act* and is responsible for setting the regulations and policies for all services to be provided to Members.

5. AUTHORITY

This Policy is issued under the authority of the Board of Management. The authority to make exceptions and approve revisions to this Policy rests with the Board of Management.

6. EFFECTIVE DATE

This Policy was approved by the Northwest Territories Legislative Assembly's Board of Management on May 24, 2023.

7. SPECIAL LIGHTING CRITERIA

- a) In order to ensure that special lighting is appropriate, in keeping with the purpose and dignity of the building, and not over-used, certain parameters and criteria have been agreed by the Board of Management.
- b) The occasions on which the Speaker will light the Legislative Assembly will include:
 - i. **February 22:** Anti-bullying Day/Pink Shirt Day – Pink
 - ii. **March 8:** International Women's Day – Purple
 - iii. **March 22:** World Water Day – Blue

- iv. **April 22:** Earth Day – Green
 - v. **May 5:** National Day of Awareness for Missing and Murdered Indigenous Women and Girls – Red
 - vi. **May 11:** Moose Hide Day – Yellowish/Orange (Moose Hide colour)
 - vii. **May 17:** International Day Against Homophobia, Biphobia and Transphobia – Rainbow
 - viii. **September 30:** National Day for Truth and Reconciliation – Orange
 - ix. **October 4:** National Day of Action for Missing and Murdered Indigenous Women, Girls & Gender Diverse People – Red
 - x. **October 10:** World Mental Health Day – Green
 - xi. **November 11:** Remembrance Day – Red
 - xii. **December:** Lights Across Canada – Flicker Flame
 - xiii. **December 6:** National Day of Remembrance and Action on Violence Against Women – White
 - xiv. **December 20 - January 4:** Christmas Break – Northern Lights
- c) Only non-partisan requests for special lighting will be considered. Requests may be made by the Commissioner of the Northwest Territories, the Speaker of the Assembly, a Minister of the Government of the Northwest Territories, a registered charity, a public sector institution, a community, or a non-profit organisation.
- d) Approval will be given only when the request is in connection with one or more of the following:
- i. An event of exceptional local, national or international significance and/or achievement.
 - ii. An event of constitutional or democratic significance.
 - iii. A significant anniversary of a significant local, national or international event.
 - iv. An event that is considered as being of significant benefit to the Northwest Territories from a promotional, reputational or engagement perspective.
 - v. An event being held in the Northwest Territories Legislative Assembly building, but only where this also meets one of the above criteria.
 - vi. The Speaker may authorise special lighting of the building in exceptional circumstances.
- e) Individuals and commercial organizations may not make requests.
- f) Requests for special lighting will not be approved where:
- i. Linked to business that is currently before the Assembly; and/or

- ii. Linked to a political issue, or a campaigning issue that is novel, contentious or politically sensitive; and/or
- iii. Obviously contentious and risks reputational damage to the Assembly; and/or
- iv. Generates a commercial advantage; and/or
- v. Is not in keeping with the purpose and dignity of the building; and/or
- vi. Special lighting requests made between June and July (summer daylight).

8. PROCESS

- a) Requests for special lighting should be made on a special event recognition form, which is available from the Speakers Office. The completed application form must be received **no later than two weeks before the date(s) on which special event recognition is being sought.**
- b) Each request will be evaluated by the Clerk, who will consider whether it meets the requirements of this Policy and make a recommendation to the Speaker on whether it should be approved or denied with the reasons thereof.
- c) The Speaker will make a decision as soon as possible. Once a decision has been made, the requestor will be advised as soon as possible thereafter. Where approval has been given, the necessary arrangements will be put in place.

9. CANCELLATION

- a) The Speaker may, at their discretion and with or without notice, cancel any approved requests for special lighting.

10. ACCOUNTABILITY

- a) The Office of the Clerk is responsible for the following actions related to special lighting raising outlined in this Policy.