

**THE RURAL MUNICIPALITY OF EAST ST. PAUL**  
**POLICY, PROCEDURES & DIRECTIVES MANUAL**

<i>Reference</i> Operations – Public Works	<i>Classification</i> Policy
<i>Subject</i> <b>Operating Dates for Christmas (Holiday) Lighting</b>	<i>Pages</i> 1
<i>Authority</i> Council	<i>Effective Date</i> February 13, 2018
<i>Approved</i> Resolution 2018/029	<i>Index</i> PUB-122

**PURPOSE:**

This policy provides instruction for the annual operating dates of Christmas (Holiday) lighting within the Rural Municipality of East St. Paul.

**DEFINITION:**

“**Christmas (Holiday) Lighting**” means electric lights and other seasonal decorations used to adorn/illuminate municipal buildings, municipal property, trees, pathways and roadways during the Christmas (Holiday) season.

**OBJECTIVE:**

To provide instruction for the Operations Department with regard to annual timeframes for activating, and deactivating Christmas (Holiday) lighting within the municipality.

**PROCEDURE:**

- The Manager of Operations shall be responsible for the annual implementation of this policy and will ensure;
  - Necessary preparation occurs in advance allowing for Christmas (Holiday) lights to be activated (turning on at dusk and remaining on until daylight) effective at dusk the last Friday of each November;
  - The Christmas (Holiday) lights remain active throughout the identified period and are maintained/kept in good repair;
  - Necessary systems are in place to deactivate the Christmas (Holiday) lights at daylight on the third Friday of each January;
  - The CAO receives (written/email) confirmation of the activation, and deactivation processes. At his/her discretion, the CAO will decide if communication to the community is appropriate.