



Committee of the Whole Report

For the Meeting of September 19, 2019

To: Committee of the Whole
From: Chris Coates, City Clerk
Subject: "Small Business Month" October, 2019

Date: September 4, 2019

RECOMMENDATION

That the *Small Business Month* Proclamation be forwarded to the September 19, 2019 Council meeting for Council's consideration.

EXECUTIVE SUMMARY

Attached as Appendix A is the requested *Small Business Month* Proclamation for the month of October. At the June 13, 2019 Council Meeting, Council endorsed *Small Business Month* for June 2019. The correct month for *Small Business Month* is October. This is to correct the previous report for this proclamation.

Council has established a policy addressing Proclamation requests. The policy provides for:

- A staff report to Committee of the Whole.
- Each Proclamation request requiring a motion approved at Committee of the Whole prior to forwarding it to Council for their consideration.
- Staff providing Council with a list of Proclamations made in the previous year.
- Council voting on each Proclamation individually.
- Council's consideration of Proclamations is to fulfil a request rather than taking a position.

A list of 2018 Proclamations is provided as Appendix B in accordance with the policy. Consistent with City Policy, Proclamations issued are established as fulfilling a request and does not represent an endorsement of the content of the Proclamation.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Chris Coates'.

Chris Coates
City Clerk

LIST OF ATTACHMENTS

- Appendix A: Proclamation "Small Business Month"
- Appendix B: List of Previously Approved Proclamations