



## Committee of the Whole Report For the Meeting of October 1, 2020

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**To:** Committee of the Whole  
**From:** Chris Coates, City Clerk  
**Subject:** Small Business Month – October 2020

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**Date:** September 16, 2020

### RECOMMENDATION

That the *Small Business Month* Proclamation be forwarded to the October 1, 2020 Council meeting for Council's consideration.

### EXECUTIVE SUMMARY

Attached as Appendix A is the requested *Small Business Month* 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 2019 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