

STAFF REPORT TO COUNCIL

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9 | www.princegeorge.ca

DATE: November 3, 2023

TO: MAYOR AND COUNCIL

NAME AND TITLE: WALTER BABICZ, CITY MANAGER

SUBJECT: Proposed Amendment to 2023 Council Meeting Calendar

ATTACHMENT: Amended 2023 Council Meeting Calendar

RECOMMENDATION:

That Council AMENDS the 2023 Council Meeting Calendar by adding a Committee of the Whole meeting on Tuesday, December 5, 2023 at 3:00 p.m.

PURPOSE:

For Council's consideration of an amendment to the 2023 Council Meeting calendar.

At the October 30, 2023 regular council meeting, Council referred discussion on a potential framework and considerations related to the disbursement of funds from the Council contingency fund to a Committee of the Whole meeting. Administration recommends scheduling a Committee of the Whole meeting for Tuesday, December 5, 2023 at 3:00 p.m. for this purpose.

BACKGROUND:

The *Community Charter* requires that Council make available to the public a schedule of the date, time and place of its regular Council meetings. Amendments to the Council meeting calendar must also be approved by Council resolution.

City of Prince George Council Procedures Bylaw No. 8388, 2011 provides that regular Council meetings must be held on a Monday or Wednesday, and that no regular Council meetings shall be scheduled during the first fourteen (14) days of August. Subject to those requirements, Council may resolve to add or remove meetings from the approved meeting calendar, as needed. In accordance with the *Community Charter*, the Mayor may also call special council meetings at any time for a specific purpose.

In accordance with the *Community Charter*, upon Council's approval of the amended 2023 Council Meeting Calendar, the amended schedule will be posted at the public notice posting place in City Hall and on the City's website.

CONCLUSION:

It is recommended that Council amend the 2023 meeting calendar to schedule a Committee of the Whole meeting on Tuesday, December 5, 2023 at 3:00 p.m.

RESPECTFULLY SUBMITTED:

Walter Babicz, City Manager

Meeting Date: 2023/11/20

PREPARED BY: Leslie Kellett, Deputy Corporate Officer