

# STAFF REPORT TO COUNCIL

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**DATE:** February 4, 2020

**TO:** MAYOR AND COUNCIL

**NAME AND TITLE:** WALTER BABICZ, GENERAL MANAGER OF ADMINISTRATIVE SERVICES

**SUBJECT:** Adoption of Minutes – February 3, 2020

**ATTACHMENTS:** Minutes of regular Council Meeting held February 3, 2020  
Voting Summary of regular Council Meeting held February 3, 2020

**RECOMMENDATION:**

That the attached minutes of the regular Council meeting held February 3, 2020, be adopted as read on this day and that such minutes as read set out all of the business before Council at that meeting and fully and properly record all of the resolutions and bylaws passed and adopted by Council at that meeting.

**PURPOSE:**

For Council decision.

**POLICY / REGULATORY ANALYSIS:**

As required by the *Community Charter*, the “City of Prince George Council Procedures Bylaw No. 8388, 2011” provides for the taking of minutes of Council meetings, including requiring certification of those minutes.

**OTHER CONSIDERATIONS:**

It is recommended that Council pass a resolution confirming that the minutes of the regular meeting held February 3, 2020 are an accurate record of the business considered by Council at that meeting. A Council voting summary table for the aforementioned meeting is also attached for reference.

**RESPECTFULLY SUBMITTED:**

Walter Babicz, General Manager of Administrative Services

**PREPARED BY:** L. Kellett, Legislative Coordinator

**APPROVED:**

Kathleen Soltis, City Manager

Meeting Date: 2020/02/24

### Report Approval Details

Document Title:	Adoption of Minutes - February 3, 2020.docx
Attachments:	- 2020-02-03_Voting_Summary.pdf
Final Approval Date:	Feb 4, 2020

This report and all of its attachments were approved and signed as outlined below:

**Maureen Connelly - Feb 4, 2020 - 3:12 PM**

A handwritten signature in dark ink, appearing to read 'W. B. g'.

**Walter Babicz - Feb 4, 2020 - 3:16 PM**

A handwritten signature in dark ink, appearing to read 'K. Soltis'.

**Kathleen Soltis - Feb 4, 2020 - 3:40 PM**