



**COMMUNICATION : C 2
COMMITTEE OF THE WHOLE (2)
MAY 20, 2020
ITEM # 18**

DATE: MAY 14, 2020

TO: MAYOR AND MEMBERS OF COUNCIL

FROM: TODD COLES, CITY CLERK

**RE: ITEM # 18, Report No.20, COMMITTEE OF THE WHOLE (2), MAY 20, 2020.
COMPREHENSIVE CIVIC PROTOCOL POLICY UPDATES**

PURPOSE

To amend the timings contained in Attachment 3 Civic Policy Updates 06.C.01 – Civic Recognition on the Death of a Current or Former Member of Council, to accommodate diverse cultural traditions in respect to the timing of funerals.

RECOMMENDATIONS

THAT Attachment 3 Civic Policy Updates 06.C.01 – Civic Recognition on the Death of a Current or Former Member of Council be amended as follows:

1. Section 2.8.1 shall read “The physical and digital Book of Condolence shall be made available to the public for a period of seven (7) days, at which time they shall be presented to the Family.”
2. Section 5.3.1 shall read “The physical and digital Book of Condolence shall be made available to the public for a period of seven (7) days, at which time they shall be presented to the Family.”

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'T. Coles'.

Todd Coles

City Clerk