



Information on Delegations

What you need to Know

- **Delegations are allowed 5 minutes each** (Extra time may be granted with a motion put forward by Council)
- Decisions are usually not made at this meeting and can be deferred to a later meeting of Council.
- Requests for Delegations along with documents must be handed in to the CAO no later than 12:00 noon Friday the week preceding the meeting.
- If there are multiple speakers on a topic, please appoint one delegate to speak.
- No verbal outbursts, clapping, remarks ect. will be tolerated. Anyone who creates a disturbance may be removed from the meeting.
- Arrive 10 minutes before the meeting.
- Call-in Delegates must provide contact number and be ready for the call to engage.
- When beginning your presentation, first state your name, and if relevant, your position or company you represent.

Contact Us

If you have any question, contact us at:

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