



MUNICIPALITY OF

South Bruce

Procedural By-law excerpts related to delegations

A14

DELEGATIONS

- Any person desiring to be heard as a delegation to Council shall submit a request to the CAO/Clerk or Deputy Clerk not later than 12:00 p.m. (noon) on the Thursday of the week preceding the day of the meeting and such a request shall clearly state the nature of the business to be discussed and provide a general summary of the information to be presented.
- Delegations addressing Council shall confine their remarks to the business stated in their request to be heard and shall present same in a respectful and temperate manner.
- All delegations heard by Council may be referred to a Board or Committee following their presentation. No debate shall be allowed following the presentation; however, any Council Member may direct questions through the Chair to the delegation and certain directions may be given by Council.
- Deputations shall be limited to speaking no more than (10) minutes. A delegation wishing to appear before Council/Committee shall be limited to no more than two (2) speakers with a total speaking time of not more than (10) minutes.
- A delegation, once heard, shall not be entitled to be heard on substantially the same matter for a period of 3 months from the date of first being heard, unless new information is being provided to assist Council in its decision making. Refusal of request to appear as a delegation may be appealed to the Head of Council.
- Delegations will not be scheduled whose subject relates to a matter currently before the courts or administrative tribunals.
- A maximum of four (4) Public Meetings/Hearings and four (4) Presentations/Delegations per regular meeting shall be permitted, and no delegations shall be permitted during a special meeting unless specifically approved by Council or Committee.

Council meetings start at 6:00pm and delegations are scheduled on the agenda shortly thereafter. Each delegation will receive 10 minutes to present which includes any questions.

Schedule Date of Delegation: _____