



# Delegation Application

All delegations are subject to By-law 2/19 Sec 10.1: To allow members of council to prepare for delegations, all presenters shall register with the C.A.O. of the topic and scope of the presentation in writing.

Name of Delegate: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ City/Prov/Postal Code: \_\_\_\_\_

Phone # (Work) \_\_\_\_\_ (Home) \_\_\_\_\_ (Fax) \_\_\_\_\_

**1) What is the purpose of your presentation/appearance before council? (IN DETAIL)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**2) What would you like to achieve from your presentation/appearance before council?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PLEASE NOTE:

- ❖ Delegations must be received in writing to the RM office no later than 4:30 pm on the Wednesday prior to the meeting date you wish to present/appear at.
- ❖ Date and Time of Delegation to be determined by the C.A.O.

**Subject to By-law 2/19 Sec 10.2: There shall not be limit to the number of delegations included on the agenda of a council meeting, but the C.A.O. is granted authority to schedule delegations as deemed appropriate..**

<b>FOR OFFICE USE ONLY:</b>	
Date received: _____	Staff initials: _____
Delegation designated time: _____ AM / PM Council Meeting Date: _____	