

# How to make a delegation request

1. Anyone desiring to address the Council shall complete the attached form and submit it to the Clerk at least seven (7) days prior to the Committee of the Whole meeting. If a request form is received late or if the Agenda is deemed full, the Request Form shall be considered for the next Committee of the Whole meeting.
2. Related or background information shall also be provided with the request form at least seven (7) days prior to the Committee of the Whole meeting and will be included in Council's package for their review before the meeting.

## At the meeting

Public delegations are always the first item on the Committee of the Whole agenda. The Mayor will invite delegations to the podium to speak on their issues. Delegation presentations are limited to 10 minutes. Following the presentation, the Mayor and Councillors may ask questions to the delegation. Upon closure of the discussion, Council may direct staff to prepare a resolution for their consideration at a future Council meeting or refer the item to the appropriate department and/or committee for further input or advice.

## Important information about public meetings held under the Planning Act

Public meetings held under the Planning Act, give property owners/residents the opportunity to voice opinions or comments regarding an application for the approval of:

1. Zoning By-law Amendments
2. Official Plan Amendments
3. Plans of Subdivision or Condominium

Such public meetings are generally held and scheduled during an Infrastructure, Planning and Public Utilities Standing Committee meeting with notice given to immediate area residents. Under the Planning Act, if you do not express your views at the Public meeting or in writing to the Clerk's Department before or during the public meeting, the Ontario Municipal Board (OMB) may refuse your request for referral (objection) or dismiss all or part of your appeal without holding a hearing. In light of the above, delegation requests regarding any aspect of an official plan amendment, zoning by-law amendment or plans of subdivisions or condominiums will not be accepted between the conclusion of a Public meeting and Final Reading of the By-law.

**Date of request \***

4/26/2023



**Requested council meeting date: \***

6/14/2023



**Applicant name (and title if applicable): \***

Catherina Rouse, CEO

**Organization (if applicable):**

Clarence-Rockland Public Library

**Address:**

2-1525 du Parc ave, Rockland, ON, K4K 1C3

**Telephone:**

613-446-5680 ext 203

**Email: \***

crouse@bpcrpl.ca

**Subject of presentation: \***

Update on Library activities

**Purpose of presentation:**

- Information only
- Requesting funding
- Requesting letter of support
- Other (provide details below)

NB: If requesting action of Council, clearly describe what you are asking for below in a separate attachment.

**Description:**

This is simply an update to Council on Library activities.

**Name of individual(s) making presentation:**

Catherina Rouse

**Will you be providing supporting documentation?**

Yes

No

**If yes (please complete):**

PowerPoint presentations (one original or electronic copy must be submitted with this request)

Publication in agenda (one original or electronic copy must be submitted with this request)

Handouts at meeting (bring at least 10 copies)

**Please upload supporting documentation**

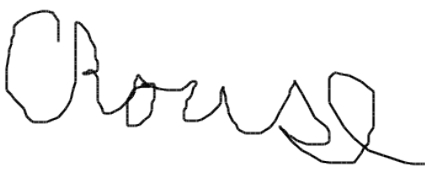
**Technical requirements needed:**

Projector

Other

**If other, provide details:**

**I understand and agree to these procedures for delegations and agree to abide by them. \***



# Thank You

The Clerk's office will be in contact with you shortly.