



Municipality of Souris-Glenwood

Schedule "A"

Delegation Request

Council welcomes delegations to Council/Committee Meetings.

A delegation may be referred to a Committee meeting prior to appearing at a regular scheduled Council meeting. This process will allow for consideration to the issue/item and recommendation from the Committee can be forwarded to the Council for decision, or the matter may be resolved at the Committee level.

Members will best be able to receive the information that a delegation presents and discuss issues arising from a delegation if they have some advance knowledge of the topic. A copy of the report or questions must accompany this form so it can be attached to the agenda.

The Chair may limit the time taken by a delegation to 10 minutes

COUNCIL

COMMITTEE

NAME OF PERSON MAKING PRESENTATION: _____

NOTE: A group delegation must appoint a spokesperson. _____

CONTACT INFORMATION: (Phone No. or email) _____

DETAILS OF PRESENTATION

NOTE: If the subject matter listed above has been dealt with to the satisfaction of Council, then the issue/item will not be discussed further.

(Signature)

Received by: _____
Municipality of Souris-Glenwood

Date/Time

OFFICE USE:

Meeting Date & time confirmed: _____

by: _____