

1. DEPUTATIONS/DELEGATIONS

- 1.1. A person desiring to present information on any matter or make a request of the Council shall give notice to the Clerk's Office by 12:00 noon on the Wednesday prior to the Council or Committee of the Whole Meeting, stating the purpose of the deputation and providing a general outline of the subject matter of the presentation. The Clerk shall have the discretion of adding a delegation to an agenda or not.

Written copies of their submission shall be provided to members of Council and the Clerk's Office at the time of the deputation or preferably by 12:00 noon on the Wednesday prior to the Council or Committee of the Whole meeting.

Deputations/delegations may be heard by leave of the Council but shall be limited in speaking to not more than ten (10) minutes, except that delegation consisting of more than five (5) persons shall be limited to two (2) speakers, each limited to speaking not more than ten (10) minutes. Persons requesting to appear before the Council shall be advised of the time limitation in advance of their presentation.

- 1.2. Notwithstanding the provisions of Section 1.1, the Clerk may, at his/her sole discretion, entertain deputations or delegations with less notice as the circumstance may warrant.