

Request to Speak to Council/Committees/Boards of the Town of Goderich

If you wish to address Council/Committee/Board of the Town of Goderich on a particular issue, you may request the opportunity to speak at a meeting by completing the Delegation Request Form provided below.

Delegations will be directed to the meeting most appropriate to address their issue. A schedule of the Council/Committee/Board meetings is located on the Town of Goderich Website at:

<https://calendar.goderich.ca/council/>

Delegation Request Process:

Submit the completed Delegation Request Form to the Clerk's Office by 12:00pm (Noon) four (4) business days prior to the meeting date.

All written or electronic documentation concerning the presentation must be submitted to the Clerk at the same time as the delegation request form prior to approval not less than four (4) business days preceding the meeting.

You will be notified by the Clerks once your delegation has been approved by the Chief Administrative Officer of the Town of Goderich.

Delegations are limited to not more than ten (10) minutes to present with time for questions and answers following the presentation.

Participation in meetings may be in person or via electronic means according to the approved format.

If you require additional information, please contact the Town Clerk at:

Name: Andrea Fisher

Email: afisher@goderich.ca

Telephone: 519-524-8344 Ext. 210

Cell: 519-955-2460

Address: 57 West Street Goderich, Ontario N7A 2K5

Notice of collection of personal information:

All information submitted is collected under the Ontario Municipal Act and will be public information and therefore subject to full disclosure, under the Municipal Freedom of Information and Privacy Act. Please be advised that information related to delegations, including the names of presenters, will become part of the public record, and will be placed on the public agenda and made available through the Town's website.

Agenda and Minutes are available on the Town's website at: <https://www.goderich.ca/en/town-hall-and-services/agendas-and-minutes.aspx>

The Corporation of the Town of Goderich Council\Committee/Board Delegation Request Form

Preferred date of meeting:

Group being represented by delegation:

Name and title of
presenter(s):

Email:

Phone:

Action or decision request of Council/Committee/Board:

Any and all information provided to Council/Committee/Boards must be presented four (4) working days in advance of the meeting to the Clerk.

This information will be placed on the Town of Goderich Agenda Which is posted on the corporate website and available to the public. All submissions will be approved by the Town Chief Administrative Officer.

For further information on the procedure for appearing before Council/Committee/Boards as a delegation, please contact Andrea Fisher, Clerk, Town of Goderich at 519-524-8344 Ext. 210 or afisher@goderich.ca

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Delegation Application Signature

Date

Chief Administrative Officer or Clerk

Date