

	No.	2023-05
R.M. of Leask No. 464 TITLE: Delegation Policy	COUNCIL APPROVAL DATE:	October 11/2023
	RESOLUTION NO.:	506-23
	SUPERSEDES POLICY NO.:	
	NEXT REVIEW DATE:	December 2027
	LAST REVIEW DATE:	

1.0 Purpose

To provide rules and expectations for Delegates attending Municipal Council Meetings.

2.0 Policy

Individuals or Delegates wishing to address Council are required to submit a brief statement prior to attending as a delegate at a duly convened Council meeting. This will assist the Administrator to provide Council with a brief on the subject of presentation. Applicant will be required to complete the attached form and submit it to Administration prior to Friday noon the week prior to the meeting.

Presentation shall be as per “Council Procedure Bylaw” 15 minutes in length.

3.0 Rules of Conduct

- 3.1 Delegations wishing to appear before Council shall contact the RM office at 306-464-2000 to receive Delegation Form or the Municipal web page, rmleask.ca.
- 3.2 There shall be only one speaker per delegation presentation.
- 3.3 Materials required for presentation to Council shall be the responsibility of the presenter.
- 3.4 If Presenter has a written presentation; Council shall be presented with 7 copies of the document.
- 3.5 All comments shall be directed to the Reeve only unless otherwise determined by Council.

- 3.6 Should a breach of Conduct occur the presenter shall be given a warning. Should a second event occur the presenter shall be asked to leave the room.
- 3.7 “Harassment” shall be as defined under Policy 20223-02 and the presenter shall be asked to leave the building; should the “Harassment” be deemed overt the presenter shall be banned from municipal property.

**The Rural Municipality of Leask No. 464
Delegation Form**

Name _____

Address _____

Contact information _____

Delegated Speaker _____

Delegate Topic _____

Signature _____

Further details may be provided below.