

## **Request to Speak Form**

Any member of the public may request to speak about a staff report on the agenda. Please complete this form and submit it to the Clerk's Office **prior** to the meeting.

- Speakers are permitted to address Council on any agenda report once for up to five (5) minutes.
- If multiple speakers wish to address the same issue, a spokesperson must be selected to present the information.
- If a speaker wishes to attend the meeting electronically, he or she must register with the Clerk's Office by 6:00 p.m. on the day prior to the meeting.

Agenda Item to Address:	
Date of Meeting:	
Speaker Name:	
Speaker Address:	
Speaker Phone:	Speaker Email:
Attending as an individual: Yes	No
Representing a Group / Organization:	(name of group / organization)
Overview of the subject matter to be discussed:	

Notice of Collection/Use/Disclosure: Please be advised that all information submitted is collected in accordance with the *Municipal Act, 2001*, s. 8 and 239 (1) and may be used in deliberations, and disclosed in full, including email, names, and addresses to persons requesting access to records of Council/Planning Meetings. All information submitted to the Township is subject to disclosure under the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA). Any questions about this notice of collection should be directed to the Clerk's Office (519) 632-8800.