THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER

Request for Delegation to Council

Name of person or group requesting a delegation:

Subject of delegation:

We have collected over 200 signatures in a petition to Council from residents concerned about the lack of a bylaw regarding the clear cutting of mature trees on private property and the rate at which tree removal on private land is currently taking place in our neighbourhood. The petition requests Council to find win-win solutions (which should be a combination of incentives and disincentives) that will enable property owners to make the right decisions in preserving or maintaining the green character of West Vancouver.

Purpose of delegation: □ For Information only  □ To request a letter of support  X Presenting a resident-signed petition and request for by-law to Council

NOTE: Requests for funding are not permitted in delegations (pursuant to Council Procedure Bylaw 4730, 2013)

The purpose is to hopefully gain support from Council that this issue, which has been around for many years, is one that the Council will act on. We will formally submit our petition to Council.

Contact person (if different than above):

Daytime Telephone number:

E-mail address:

Address: West Vancouver

Will you be providing supporting documentation?  X Yes  □ No

If yes:  X Handouts at meeting? (Signed petition)

X PowerPoint presentation slides? (Must be delivered to Legislative Services no later than Noon on the Friday immediately prior to the date of the meeting. Late presentations brought to the council meeting cannot be accommodated)

□ DVD presentation?

□ Information for publication in agenda (one original due by 4:30 pm on the Monday prior to your delegation date)?
Arrangements can be made, upon request, for you to familiarize yourself with the Council Chamber equipment prior to the date of your delegation.

Technical requirements:  
X  PC  
☐  Document camera  
☐  Other

Freedom of Information and Protection of Privacy Act Notice: personal information contained on this form is collected under the Freedom of Information and Protection of Privacy Act section 26(c) and will be used only for the purpose of processing your delegation request. If you have any questions about the collection and use of this information please contact Legislative Services, Records and Information Management Coordinator at 604-921-3497, District of West Vancouver, 750 17th Street, West Vancouver, BC V7T 2T3.

Rules for Delegations:

1. Any person, persons, or organization wishing to appear as a delegation at a regular Council meeting shall submit a written delegation request to the Mayor for consideration (send to mayorandcouncil@westvancouver.ca). The Mayor may refuse to schedule a delegation on an agenda if the issue is not considered to fall within the jurisdiction of Council. If there is a question with respect to the appropriateness of a delegation, the Mayor may refer the request to Council for consideration.

2. Only one delegation is permitted at each meeting of Council (pursuant to Council’s Procedure Bylaw).

3. Delegation requests must include: subject matter details; the proposed action which is within the jurisdiction of the District, which the delegation wishes the District to take in response to the submission; confirmation that the presentation will be no longer than 10 minutes; the names and addresses of the person/organization comprising the delegation; the name, address and telephone number of the designated speaker(s).

4. If a delegation request is approved, Legislative Services will notify the applicant of the scheduled date for the delegation.

5. The maximum time for a delegation is ten minutes. The delegation applicant must confirm that their presentation will be no longer than 10 minutes.

6. Delegations regarding the following matters are not permitted:
   - a bylaw that is the subject of a public hearing and has not yet been adopted;
   - an issue that is before the court or on which Council has authorized legal action;
   - requests for funding;
   - a subject that has no relation to an agenda item or is beyond the jurisdiction of Council.

7. Any questions by Council members will seek only to clarify a material aspect of a delegate’s presentation.

8. Any other persons wishing to ask questions regarding the delegation may do so during Public Questions and Comments, not during the delegation item.

9. Persons invited to speak at the Council meeting may not speak disrespectfully of any other person or use any rude or offensive language or make a statement or allegation which impugns the character of any person.


Helpful Suggestions/Tips:
- It is a presentation, not a debate;
- Have a purpose and be concise;
- Be courteous, polite and respectful;
- Be prepared;
- If you have a PowerPoint presentation ensure that whoever is presenting knows how to use PowerPoint;
- Do not expect an immediate response to a request;
- The time permitted for a delegation is ten minutes maximum regardless of how many people will be presenting;
- The Municipal Clerk may ask for any relevant notes from you if not already provided.

I understand and agree to these rules for delegations:

Name of Delegate or Representative of Group