

# Delegation Request Form

This form must be completed and submitted to the Clerk of the Town of Essex by all persons wishing to address Council at a scheduled meeting of Council. Delegation requests must be submitted by 2:00 p.m. on the Tuesday prior to the scheduled meeting.

Any person who wishes to appear before Council as a Delegation on a matter that relates specifically to a matter contained in the Regular Council Meeting Agenda shall submit a Delegation Request Form no later than 4:30 PM on the Friday immediately preceding the date of the Regular Council Meeting. The Clerk shall have the sole authority to determine if the subject matter does in fact relate specifically to a matter contained in the Regular Council Meeting Agenda for purposes of allowing or denying the Delegation and the Clerk will introduce such Delegation Request Form(s) at the time of adopting the Published Agenda.

Presentations to Council are limited to 5 minutes per person to a maximum of 10 minutes for a group of two persons or more.

Personal information that you provide on this form is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act and will be used for the purpose of responding to your request. Please note that this form, if approved, will appear in the published Council Agenda and may be included in the Council Meeting minutes, both of which become part of the public record and are posted on our municipal website.

**Name \***

Laurie Brett

**Date of Request \***

1/11/2021



**Are you representing a group? \***

☒ Yes

☐ No

**Name of Group (if applicable)**

Town of Essex Municipal Heritage Committee

**Provide details on the issue(s) you wish to present to Council and any actions you will be asking Council to take. \***

The Heritage Committee is meeting on Jan. 14th to discuss heritage matters related to the proposed sale of surplus land at 195 Bagot Street, commonly referred to as the Colchester Schoolhouse. As the resolutions passed at that meeting will not formally appear in the Jan. 18th agenda, I would like the opportunity to bring them to Council's attention immediately after the proponents give their presentation, if that's possible, or soon thereafter. I think it is important for the Heritage Committee to get Council's ear on this matter early in the night's proceedings before fatigue and repetition set in.

To assist Council in this matter, I will provide 12 copies of the resolutions passed at the January 14th Heritage Committee meeting. Councillor Bjorkman has been consulted and may move passage of these resolutions at the January 18th meeting with a view to early adoption.

Should it be determined that the Heritage Committee does not need to speak formally, I will withdraw my request on Monday before Council.

**Have you consulted with Town staff on this issue? \***

☒ Yes

☐ No

**If you've consulted with Town staff, please provide the names of staff members you've talked to and the details of those discussions.**

I have been in touch with Rita Jabbour, both by phone and by email, to prepare for the January 14th meeting and to discuss heritage matters related to the potential sale of land at 195 Bagot.

**If this is a property matter, are you an owner?**

☐ Yes

☒ No

☐ Not applicable

**Have you appeared before Council in the past regarding this issue? \***

☐ Yes

☒ No

**If you've appeared before Council in the past on this issue, please tell us the year in which you appeared.**

**Will you have written or printed materials to distribute? If so, please submit 12 copies of printed materials to the Clerk before the meeting. \***

☒ Yes

☐ No

**Will you be delivering an electronic presentation that requires access to a computer and software? If so, please submit your presentation on CD, DVD or flash drive by noon on the Friday before the Council meeting. \***

☐ Yes

☒ No

**Please describe any special needs you may have for your presentation.**

None.

**Your Address or Group Contact Address (full mailing address including postal code) \***

Town of Essex Municipal Heritage Committee  
Town Hall

## Your Phone Numbers

### Home

5195627709

### Work

Use format 519-  
776-7336

### Cell

5195627709

## Email Address

lbrett7@yahoo.ca

## Name and address of all representatives attending, including their positions \*

Laurie Brett, Chair  
Town of Essex Municipal Heritage Committee

# Thank you!

Thank you for completing the Delegation Request Form.

The Clerk's Office will contact you in the near future to review your request.

**Robert Auger, LL.B.**

**Manager of Legislative Services and Clerk**

**Town of Essex**

**33 Talbot Street South, Essex, Ontario N8M 1A8**

**519-776-7336, extension 1132**