

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 *

Nicole Kupnicki (on behalf of Tim Byrne, CAO/Secretary-Treasurer)

Date of Request *

2/7/2022



Are you representing a group? *

☒ Yes

☐ No

Name of Group (if applicable)

Essex Region Conservation Authority

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

The purpose of the delegation is to address recent changes to the Conservation Authorities Act, advise on ERCA's Transition Plan and process and respond to any concerns of the municipality related to the change in the Act and our Draft 2022 Budget.

Representatives from Administration and the Board will highlight key points of the budget and demonstrate how it responds to provincial direction and objectives including: increased transparency to municipal funders; identification of mandatory and non-mandatory services and reallocation of municipal levies to core mandated responsibilities, as described in the Conservation Authorities Act.

In addition, we have provided links to ERCA's 2021 Annual Report and 2021 Annual Report Video presented at our Annual General Meeting that highlight some of the work undertaken by ERCA in our community and request that the Annual Report Video be played following our Delegation's presentation.

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.

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.

The ERCA Delegation requests that the 2021 Annual Report Video be played (YouTube link: <https://www.youtube.com/watch?v=Qo1fnVRL7Pc>) during the presentation.

In addition, there is a letter (AODA compliant with embedded links to Draft 2022 Budget, Transition Plan, 2021 Annual Report and Video) that will be forwarded to the Municipal Clerk under separate cover.

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

360 Fairview Avenue West, Suite 311, Essex, Ontario N8M 1Y6

Your Phone Numbers

Home

Use format 519-
776-7336

Work

Use format 519-
776-7336

Cell

[REDACTED]

Email Address

nkupnicki@erca.org

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

Tania Jobin, Chair (tjobin@tecumseh.ca)
Kieran McKenzie, Vice-Chair (kmckenzie@citywindsor.ca)
Tim Byrne, CAO/Secretary-Treasurer (tbyrne@erca.org)
Shelley McMullen, CFO/Director Finance and Corporate Services (smcmullen@erca.org) – to be confirmed

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