

Helpful Presentation Suggestions

- Arrive in advance of the meeting start time as delegations are generally scheduled as one of the first items of business on the Council agenda and identify yourself to the Legislative Coordinator upon arrival.
- Be prepared. Have a purpose and support your position with facts.
- Direct your presentation to Members of Council and communicate through the Chair/Mayor
- Be prepared to answer questions from Council.
- Be courteous, respectful and polite.
- Bring at least 12 copies of any materials you wish to provide to Council that were not previously published in the agenda or provided to the Corporate Officer.

Submissions Via Zoom, Telephone or In Person

- City of Prince George open Council meetings are public and may be televised, streamed live by webcast, recorded and archived on the City's website for viewing by the public.
- By attending an open Council meeting or making a delegation presentation you are consenting to the disclosure of any personal information that you provide.
- Delegation submissions may be provided via Zoom, telephone, or in-person.
- Please make note of your preferred delivery method on the request form and City Staff will contact you to discuss your request.

Authority

Personal information is collected under the authority of section 26(g) and disclosed under the authority of section 33.1(1) of the *Freedom of Information and Protection of Privacy Act*. For information or questions, contact the City's FIPPA Coordinator at 250-561-7600 or 1100 Patricia Boulevard, Prince George, BC V2L 3V9.

[Learn more information about the collection of personal information under the *Freedom of Information and Protection of Privacy Act*.](#)

Applicant Information

Organization Name (if applicable)

Too Close 2 Home

Applicant / Contact First Name *

Annie

Applicant / Contact Last Name *

Booth

Mailing Address *

REDACTED

City / Town *

Prince George

Province *

British Columbia

Country

Canada

Postal Code *

V2N 2V9

Primary Phone Number *

REDACTED

Email Address *

REDACTED

Presentation Information

First Presenter's Name *

Annie Booth

First Presenter's Title / Position *

Dr. Co-organizer

Second Presenter's Name

Marie Hay

Second Presenter's Title / Position

Dr. Co-organizer

Presentation Topic *

Follow up on the West Olefins proposal

Purpose of Presentation and/or Action You Wish Council to Take *

Information Only

Request for a Letter of Support

Request for Funding or Financial Support

Other (please provide details)

Other Purpose of Presentation / Action *

Consideratio of concerns

Presentation Date

You can find upcoming Council meeting dates on the [Council Calendar](#).

Delegations are assigned to Council meetings on a first come-first served basis and your requested date may not be available. Legislative Services staff will contact the applicant following the submission of the delegation request to confirm availability of the requested meeting date and associated deadlines to submit presentation materials.

Please list your requested Council meeting date.

8/30/2021

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What is your preferred method of delivery for your delegation presentation?*

In-person Presentation

via Zoom

via Telephone

Will You be Providing Supporting Documentation (PowerPoint, Brochures, etc.)?*

Yes

No

List Any Additional Technical Requirements