

Process & Criteria: Presentations & Delegations

The following table outlines the criteria for delegations and presentations, developed to balance the efficient use of Council time with the need to provide individual residents appropriate access to Council during business meetings, in alignment with the Central Saanich Council Procedure Bylaw.

	Presentations	Delegations
Deadline for submission	10 days prior to the meeting	
Scheduling	Max. 2 per meeting	
Who	Invited Organizations	Residents or Local Organizations/Businesses
Why	Accountability, public interest	2 minutes public feedback not sufficient
Applicable Topics	Annual presentations, invited guests on special topics	None prohibited under the bylaw
Examples	Victoria Airport Authority, Greater Victoria Public Library, Island Health	n/a
Approval Process	Fits criteria, Corporate Officer	Fits criteria, Mayor, Acting Mayor, and Corporate Officer
Notification of Council	Approval: on agenda Rejection: Email from Corporate Officer	
Time Limit	10 minutes, plus Q&A (Council only)	