



Petitions to Council

Petitions are a means of expressing public opinion to Council. A petition is a written request signed by individuals in the community and submitted to the Town Clerk for Council’s consideration. To be considered, petitions must meet the guidelines set out below as prescribed by the Council Procedural By-law:

9.0 Correspondence and Petitions

- 9.1. All petitions shall be on a form supplied by the Town and/or submitted in accordance with the Town’s policy on petitions.
- 9.2. All correspondence or every petition to be presented to Council shall be legibly written or printed, dated and contain a brief description of the subject matter and shall not contain any obscene or improper matter or language and shall be signed by at least one person and filed with the Clerk.
- 9.3. If, in the opinion of the Mayor or the presiding officer, the correspondence or petition contains any obscene or improper matter or language, the Mayor or presiding officer shall decide whether it should be included in the agenda for a Council meeting.
- 9.4. To be placed on the upcoming Regular Meeting agenda, any correspondence or petition must be submitted to the Clerk no later than 4:00 p.m. on the Wednesday of the week preceding the Regular Council Meeting.
- 9.5. Upon the decision of the Mayor or the presiding officer, subject to the provisions of this by-law, the Clerk shall provide a copy of the correspondence or petition to Council, but may be required to read part or all thereof by any member during the meeting.

Submitting a Petition

Complete petitions are to be submitted to the Town Clerk for consideration at an upcoming Council meeting. Petitions may be submitted by the following methods:

Email:	clerks@ingersoll.ca
In-Person and By Mail	130 Oxford St. 2 nd Floor, Ingersoll, ON, N5C 2V5

Personal information contained on this form is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, and will be used for the purpose of providing correspondence related to matters before Council. Please note that all meetings of council are open to the public except where permitted to be closed under section 239 (2) of the Municipal Act. Regular meetings of Council are generally live-streamed and made available for viewing on the Town’s website.

By signing this petition, I hereby acknowledge that this petition will become a public document of the Town of Ingersoll and that all information contained in it will be subject to the scrutiny of the Town and will be publicly available. Questions about the collection and disclosure of personal information contained in this petition should be directed to the Town Clerk at (519) 485-0120, clerks@ingersoll.ca, 130 Oxford St. 2nd Floor, Ingersoll, ON, N5C 2V5



Petition to the Council of the Corporation of the Town of Ingersoll

To: Mayor and Council of the Town of Ingersoll

We the undersigned, hereby submit this petition for Council's consideration for the reason(s) detailed below:

Dated this ____ day of _____, 20____

Petition Initiator and Contact Information

First Name:	Last Name:
Phone Number:	Email:
Address:	

Name (please print first and last)	Address (your residential address in the Town of Ingersoll)	Signature (Only original signatures are permitted)

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