



2026 DEADLINES FOR PRESENTATION REQUESTS

(For matters NOT listed on a Standing Committee agenda)

A completed [request form](#) and any written communications or background information for consideration must be submitted to the City Clerk **by 12:00 noon by the dates listed below for Committee of the Whole meetings for the year 2026:**

<i>Meeting Dates</i>		<i>Submission Deadline Date (by 12:00 noon)</i>
<i>Committee of the Whole (1)</i>	<i>Committee of the Whole (2)</i>	
January 20	----	December 16, 2025
February 3	February 10	January 13
March 4	March 10	February 10
March 31	April 14	March 10
May 5	May 12	April 14
June 2	June 16	May 12
September 15	---	August 25
November 24	December 1	November 3
January 2027		December 15

Your request will be subject to the guidelines outlined below. If you have any questions, please contact the City Clerk's Office: Clerks@vaughan.ca or 905-832-8504.

Presentation Guidelines

1. Presenters shall only be permitted in respect of subject matters that deal with municipal issues and are within the City's jurisdiction, being those that Council is responsible for, as outlined in the Municipal Act, S.O. 2001, c.25, as may be amended from time to time, and other applicable legislation.
2. A person may make a presentation regarding only one subject matter per meeting.
3. Any presentation on behalf of an organization, including any corporation/association, or on behalf of any group, shall be made by a single representative.
4. Presenters are limited to five (5) minutes.
5. All requests will be reviewed by City staff prior to approval. The review will take into consideration the rules and principles of the City's Procedure By-law.