



**City of Orillia**  
**Petition: Executive Summary**

**Petition Organizer Contact Information:**

Provide complete details of the person initiating the petition who will represent all signatories.

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_ **Contact Phone Number:** \_\_\_\_\_

**Petition Title** (as it appears on the Petition Form)

\_\_\_\_\_

**Petitions request Council consideration or action on a matter within municipal jurisdiction. Briefly describe the purpose of this petition:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Date Submitted:** \_\_\_\_\_ **Total number of signatures collected:** \_\_\_\_\_

Declaration:

By signing and submitting this form, I acknowledge that information appearing on this Petition Executive Summary and the attached pages of the Petition Form will become part of the public record. The executive summary will be placed on a public meeting agenda, and the petition form in its entirety may be viewed by contacting Council Services Division as set out below.

**Signature of Petition Organizer:** \_\_\_\_\_

**Reminder:** Petition Organizers wishing to present a petition as a deputation to Council must make a formal deputation request using the form and procedures for that purpose. For more information: [Communicating with Council](#).

Submit to:

City of Orillia – 50 Andrew Street South, Orillia, ON L3V 7T5

Email: [councilservices@orillia.ca](mailto:councilservices@orillia.ca)

Phone: 705-325-1311

**Disclaimer:** Please note that only the Council Services prescribed Petition form will be accepted. All information submitted will be considered to be public information and therefore subject to full disclosure, under the *Municipal Freedom of Information and Protection of Privacy Act*. The name(s) of the petition organizer(s) will be published as part of the meeting agenda which is also posted on the City’s municipal website. Further information concerning the collection of personal information should be directed to the Freedom of Information Coordinator, City of Orillia, 300-50 Andrew Street South, Orillia, ON L3V 7T5 or call 705-329-7234.

**Procedures for Petitions:**

(Excerpt from the Council Procedure By-law - Chapter 22 of the City of Orillia Municipal Code.)

**22.2.22 Petition - defined**

“Petition” means a document addressed to Council requesting consideration or action on a matter within municipal jurisdiction, and which includes a brief explanation of the petitioners’ cause or position.

**22.7.7 Petitions - process**

Petitions, as defined, shall:

- (a) include a **brief, concise statement of purpose** followed by the **printed and legible names, addresses, and signatures of all signatories;**
- (b) only be submitted on a form prescribed by the Clerk for that purpose; and,
- (c) provide for the submission of an **executive summary** to be placed as a Consent Agenda item under the Correspondence heading with a recommendation for its disposition from the Clerk, as prepared in consultation with the Mayor and CAO.

**22.7.8 Petitions - as a deputation**

Organizer(s) of a petition wishing to speak and present the petition to Council shall request and follow the procedures for deputations.

