

# HOW TO MAKE A DEPUTATION

Every month, City Council Committees meet and discuss a wide variety of issues. Torontonians can make a short 5-minute speech, called a deputation, on most issues. By making a deputation, you are providing Councillors with your perspective or the perspective of an organization you represent. The goal is to convince Councillors to take your thoughts, concerns and ideas into account.

Preparing and making a deputation is actually quite simple. Below are some steps you can follow to get Councillors to pay attention to your deputation.

## STEP 1: SIGN UP TO DEPUTE

Find the City Council Committee you want to speak to and contact the Committee Clerk to let them know what item you want to speak on.

## STEP 2: WRITE YOUR SPEECH

- Have a very clear and simple message (the “ask”) that you can say in one line. Typically, it’s either asking Councillors not to do something or asking them to do something they aren’t planning to do.
- Remember, the “ask” must be something Councillors have the power to do. Asking something that only Provincial or Federal governments control, doesn’t help your cause.
- If you are asking them to do something new, you must make it clear there is a problem that requires your solution.
- Tell a story, ideally one that involves you and your community, that shows what problem the “ask” will solve. Keep it simple and don’t say anything that isn’t true.
- Don’t insult anyone (eg. staff, other stakeholders, politicians).
- Be sure you can make your speech in under 5 minutes (eg. no more than 700 words)

## STEP 3: PRACTICE

- Read your speech out loud, preferably in front of someone you trust who understands your issue.
- Ask them for feedback to make sure you are being clear and concise. Revise, if needed.

## STEP 4: PRINT TWO COPIES

- Take two copies of your final speech: one to read from and a second one to give to the committee.

## STEP 5: DELIVER YOUR DEPUTATION

- The day before, contact the Committee Clerk and ask what time you might be speaking.
- Arrive on time at the correct Committee room. Go to the table with all the agenda items and find the list of names of speakers. Find out where you are on the list and then be prepared to wait. Sometimes you may have to sit around for a few hours before the Committee gets to your issue.
- When your time comes to speak, be calm. It’s okay to have passion but try not to get angry.
- Don’t ramble.

## STEP 6: ANSWERING QUESTIONS FROM COUNCILLORS

- Councillors may ask you questions after you have delivered your deputation. Most of the time, the point will be to better understand what you said.
- Councillors may ask questions you cannot answer or don’t want to answer. Only answer questions you feel comfortable answering.

# HOW TO MAKE A DEPUTATION

## FIND OUT WHEN YOU CAN DEPUTE

Community members can depute on specific issues in front of a Council Committee or a Subcommittee. To find a list of upcoming meetings, visit the Toronto City Council and Committees Meetings, Agendas and Minutes website. To stay up-to-date on issues and on opportunities to depute, sign up for Council Watch, the TEA email newsletter.

## MAKING A DEPUTATION ON THE 2018 CITY BUDGET

At its meeting on November 27, 2017, the Budget Committee established two subcommittees to hear the public deputations on the 2018 Capital and Operating Budgets at Scarborough, North York, Etobicoke, North York and York Civic Centres and City Hall:

## MAKING A DEPUTATION ON THE 2018 CITY BUDGET

### Scarborough Civic Centre

January 8, 2018

Session 1 – 3:00 p.m.

Session 2 – 6:00 p.m.

### North York Civic Centre

January 9, 2018

Session 1 – 3:00 p.m.

Session 2 – 6:00 p.m.

### York Civic Centre

January 9, 2018

Session 1 – 3:00 p.m.

Session 2 – 6:00 p.m.

### Etobicoke Civic Centre

January 8, 2018

Session 1 – 3:00 p.m.

Session 2 – 6:00 p.m.

### East York Civic Centre

January 10, 2018

Session 1 – 3:00 p.m.

Session 2 – 6:00 p.m.

### City Hall

January 10, 2018

Session 1 – 9:30 a.m.

Session 2 – 6:00 p.m.

## SIGN UP TO DEPUTATE

One week before the meetings, you can sign up to speak by emailing [buc@toronto.ca](mailto:buc@toronto.ca). You will have 3-5 minutes to speak to the councillors in attendance.

If you can't make any of the sessions in person, you can also submit your comments by emailing [buc@toronto.ca](mailto:buc@toronto.ca) and we encourage include your Councillor and the Mayor.

Find out more on the City of Toronto's website:

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2018.BW17.1>



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# TRANSFORMTO AND THE CITY BUDGET

## WHAT DOES THE PROPOSED BUDGET MEAN FOR TORONTO?

On November 30th, the City of Toronto released their preliminary operating budget for 2018. The Mayor and Budget Chief have tried to paint a very rosy picture stating we have a balanced budget, with an additional \$9 million leftover that we can spend.

However, on closer inspection, the budget actually excludes over \$40 million in important strategies and actions that City Council committed to in the last year. This means that there is no guaranteed funding for many actions, including:

- The TransformTO climate change action plan
- Fair Fare Pass for low-income transit riders
- Two-hour transfers for the TTC
- Tenants first - Toronto Community Housing improvements
- Poverty Reduction Strategy

The sad reality is that climate action and poverty reduction failed to make the Mayor's list of actions that need to be funded. Instead, the two most important issues facing our City have been pushed to Council's growing 'wish list' of unfunded actions.

With an annual projected budget of nearly \$11 billion for 2018, the City needs to reevaluate its priorities. The Mayor has opted to guarantee millions of dollars in funding for a one-stop subway in Scarborough and rebuilding the Gardiner expressway instead of funding real priorities like poverty reduction and climate action.

## WHAT ABOUT CLIMATE ACTION?

Toronto is already paying the costs of climate change in many ways. Extreme weather events, flooding and other forms of damage, and the impacts of extreme heat all come at a financial cost. So now is the time to take action.

We need City Council to fully fund and implement the TransformTO plan. Unfortunately, the newly launched budget guarantees no funding for the plan at all. Instead, the TransformTO actions (totalling \$2.5 million) are included in a long list of unfunded items.

Toronto is already falling behind: short-term climate actions recommended in last year's City Budget weren't fully funded. Toronto can't afford another year of delays! On the campaign trail four years ago and last year in the media, Mayor Tory made promises to fund climate action in our City. We need to hold him accountable to his promises.



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