

Attention: Regional Clerk  
Regional Municipality of Peel  
10 Peel Centre Drive, Suite A  
Brampton, ON L6T 4B9  
E-mail: [council@peelregion.ca](mailto:council@peelregion.ca)  
Phone: 905-791-7800 ext. 4582  
Fax: 905-791-1693

<b>FOR OFFICE USE ONLY</b>	
Meeting Name:	
Meeting Date YYYY/MM/DD	<b>2013/10/24</b>

Request Date: YYYY/MM/DD **2013/09/26**

Name of Individual(s)	<b>Tim Dettlaff</b>		
Position/Title	<b>Senior Vice President and General Manager</b>		
Name of Organization	<b>Ameresco Canada Inc.</b>	Email	<b>tdettlaff@ameresco.com</b>
Phone Number	<b>(647) 788-6068</b>	Extension	Fax Number
Name of Individual(s)	<b>Kelly Hagen</b>		
Position/Title	<b>Vice President, Asset Sustainability</b>		
Name of Organization	<b>Ameresco Canada Inc.</b>	Email	<b>khagen@ameresco.com</b>
Phone Number	<b>(647) 788-6042</b>	Extension	Fax Number

Reason(s) for delegation request (subject matter to be discussed)  
**PHC is submitting a report to the Board on Capital Planning and part of that report includes references to 'Asset Planner'. This is a software tool being used by PHC that was acquired from Ameresco through Housing Services Corporation. Their presentation is directly connected to the COORDINATING CAPITAL PLANNING, BUDGETING AND RESERVE MANAGEMENT Report to the PHC Board.**

I am submitting a formal presentation to accompany my delegation.  Yes  No

I will require the following audio-visual equipment / software for my presentation:  Document Camera / Overhead Projector  LCD Projector  PowerPoint

**\*Note:** Delegates are requested to provide 45 copies of all background material / presentations to the Clerk's Division **seven (7) business days** prior to the meeting date so that it can be included with the agenda package.

**In accordance with Procedure By-law 100-2012:**

**• Delegates appearing before Regional Council or Committee are requested to limit their remarks to 5 minutes and 10 minutes respectively (approximately 5/10 slides).**

Once the above information is received in the Clerk's Division, you will be contacted by Legislative Services staff to confirm your placement on the appropriate agenda. Thank you.

**Notice with Respect to the Collection of Personal Information**  
(Municipal Freedom of Information and Protection of Privacy Act)

Personal information contained on this form is authorized under Section IV-4 of the Region of Peel Procedure By-law 100-2012 for the purpose of contacting individuals and/or organizations requesting an opportunity to appear as a delegation before Regional Council or a Committee of Council. The Delegation Request Form will be published in its entirety with the public agenda. The Procedure By-law is a requirement of Section 238(2) of the *Municipal Act, 2011*, as amended.

Please note that all meetings are open to the public except where permitted to be closed to the public under legislated authority. All Regional Council meetings are audio broadcast via the internet and will be video broadcast on the local cable television network where video files will be posted and available for viewing subsequent to those meetings.

Questions about collection may be directed to the Manager of Legislative Services, 10 Peel Centre Drive, Suite A, 5<sup>th</sup> floor, Brampton, ON L6T 4B9, (905) 791-7800 ext. 4462.