



Interoffice Memorandum

GEORGINA

Clerk's Division

To: Georgina Advisory Committees

From: Samantha Naumoski, Committee Services Coordinator

cc: Rachel Dillabough, Town Clerk
Mamata Baykar, Deputy Clerk

Date: April 16, 2025

Re: **RESOLUTION NO. C-2025-0107**
Re: Proposed Advisory Committee Meeting Format

Please be advised that at its meeting held on April 16, 2025, Council considered Report No. LS-2025-0001, regarding the Proposed Advisory Committee Meeting Format (*Attachment No. 1*). Council passed the following Resolution in relation to this report:

RESOLUTION NO. C-2025-0107

Moved By Councillor Dale

Seconded By Councillor Neeson

1. That Council receive Report No. LS-2025-0001 prepared by the Clerk's Division, Legislative Services Department, dated April 2, 2025, respecting the Proposed Advisory Committee Meeting Format;
2. That Council express its appreciation to all of the volunteers who continue to dedicate their time participating as Members of the Town's Advisory Committees;
3. That Option 3 be the preferred format for conducting Advisory Committee meetings, being that each Advisory Committee shall determine its preferred meeting format, either Virtual or Structured Hybrid, at the first scheduled meeting of each Council term, and shall remain with this format for the duration of the term, that those Committees that decide to remain virtual may conduct one meeting per year in the hybrid (in person) format upon notifying the Clerk's Division 30 days prior, and that the Appeals Committee meetings shall remain in the virtual format at all times.

Carried

Please note that the resolution and comments are taken from the un-adopted draft minutes.

Taking into consideration the above resolution, each advisory Committee, except the Georgina Appeals Committee, are required to decide on the meeting formats to conduct its meetings for the duration of the term, from the following options:

Virtual: Meetings are held from a remote location through electronic means. This method allows the meeting to be conducted through digital platforms or communication tools.

Structured Hybrid: Meetings are held in-person in the Council Chambers. Members will have the opportunity to participate virtually in exceptional circumstances only. Members of the public will have the opportunity to attend the meeting either remotely or in-person. Structured Hybrid Meetings align with the structure of Council Meetings.