

Role of Committee Members

The role of Committee Members is to:

1. Actively participate the discussion at the Committee meeting in a respectful and open-minded manner.
2. Notify the Legislative Coordinator if they are unable to attend meetings to ensure that quorum will be available for all meetings.

Quorum

Quorum shall be reached with the presence of a majority of the appointed and elected members, at a time no later than thirty (30) minutes past the time for which the beginning of the meeting was scheduled and so noted on the agenda or notice of the meeting.

The issuance of an Agenda for a meeting of this Committee will be considered as notice of that meeting.

The presence of one (1) of the appointed Council members shall be required to establish quorum.

Subcommittees

- As per the Procedure By-law 0044-2022, a Committee of Council may establish a subcommittee, which shall consist of members of the parent Committee, as may be determined by such parent Committee and any other member approved by Council
- Subcommittees will be formed to deal with specific issues, and will make recommendations to the parent Committee. Once the specific issue is dealt with the subcommittee shall cease
- The Chair of the subcommittee will be appointed at the first meeting of the subcommittee
- All appointed members of the subcommittee have the right to vote