



# Information from the City Clerk Division Proposed All-Committee event

Item 12.1 (a)

# Proposed All Advisory Committee Meeting

- On Feb. 4, 2021, the Audit, Finance and Administration Committee reviewed a Citizen Committee Report requesting approval for an All Advisory Committee meeting.
- The meeting would provide the opportunity for the City's Advisory Committee members to meet and learn about other Committees.
- The City Clerk's Office and Staff Advisors are reviewing the requirements to host an All Advisory Committee meeting:
  - The Chair of the Advisory Committee and another representative can make a presentation. Meeting participants can ask questions related to the Committee's activities
  - All Advisory Committee members will be invited to attend the meeting via WebEx



# Information from the City Clerk Division Committee Structure and Streamlining Processes

Item 12.1 (b)

# Committee Structure and Streamlining Processes

## Key Points

- The City's website has been reorganized to outline the different types of Committees, and the reporting structure for Sub-Committees and Volunteer Advisory Committees
- The format of Advisory Committee agendas and minutes will follow a similar format to those of Committees of Council