Town of Newmarket
How to attend an Electronic Advisory Committee or Board Meeting

As all Town facilities remain closed to the public, members of the public can attend an electronic Advisory Committee or Board Meeting by joining through ZOOM.

These instructions are for the public and not Committee or Board Members. **The public will join in "listen only" mode (as an "Attendee").**

Meeting:	**Newmarket Business Improvement Area (BIA)**
Date:	Wednesday, October 21, 2020 at 8:30 AM
Location:	Electronic VIA ZOOM Meeting

How to Join the Meeting by laptop, tablet, iPad, phone or computer:

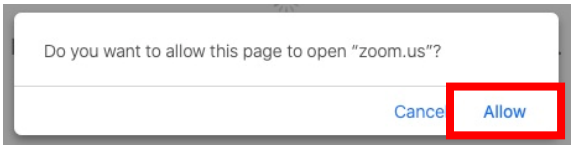
1

Click the link to the ZOOM Meeting below:

https://townofnewmarket.zoom.us/j/95601919729?pwd=NW5manEzWHUyT0tqRDNEaXpJOUVldz09

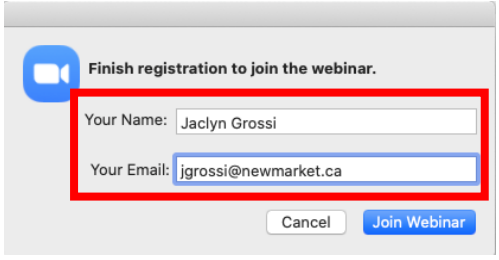
2

The link will open in your browser and the following pop-up will appear, click "Allow"



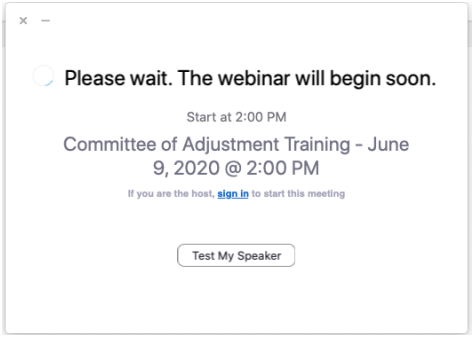
3

Type your First and Last name into the "Your Name" field and type your email into the "Your Email" field. Then click "Join Webinar".



4

The following pop-up window will appear, and you will join the meeting when it begins.



Reminder – you will only be able to listen and view the meeting, your camera and audio will not be on.

5

When the meeting begins you will be able to see the Committee or Board Members and Staff who are attending the meeting.

How to Join the Meeting by telephone:

1

Dial one of the numbers below:

647 374 4685 or

647 558 0588

2

Follow the telephone prompts and input the following information:

Meeting ID: 956 0191 9729 followed by #

There is no Participant ID, just press #

Passcode: 828280 followed by #

You will be placed in a "waiting room" until the meeting begins

3

Once the meeting begins, the telephone operator will advise that you have joined as an attendee and that you will be muted throughout the meeting.

Technical Tips

- ✓ **You will be attending the meeting in "listen only mode" (i.e., without your video or audio on)**
- ✓ If you cannot connect, check your internet connection by going to another website (such as www.newmarket.ca) - If the internet is not working on other sites, you may need to reboot your device or modem
-  If your screen freezes, try to refresh or you may need to disconnect from the meeting and then reconnect using the link above
- ✓ If you get disconnected, rejoin the meeting using the link above