

Heritage Advisory Panel and Advisory Design Panel Referrals During the COVID-19 Pandemic



Background

- **March 16-** Mass gatherings Banned
- City closes down City Hall and suspends Advisory Committee meetings until further notice
- **March 26-** Ministerial Order M083 authorizes municipalities to hold electronic committee meetings without the public physically present during the State of Emergency



Meeting Format and Public Transparency Measures 3

HAPL/ADP Electronic Meeting Format

- Web-based meetings using City-owned software
- HAPL and ADP members can view presentations and discuss/vote in real time
- Similar functionality to “Zoom”, with better security

Public Transparency

- Full meeting agenda packages posted online
- Detailed minutes taken and posted online after the meeting

Additional Transparency Measures

- Staff will livestream and close caption panel meetings for public viewing
- Staff will record and post meetings on City website for later public viewing



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Staff Recommendation 4

1. Authorize meetings of the Heritage Advisory Panel and Advisory Design Panel to be conducted electronically during the period that the provincial declaration of a state of emergency made March 18, 2020, under section 9 (1) of the Emergency Program Act in relation to the COVID-19 pandemic and any extension of the duration of that declaration, is in effect.
2. That recommendations be forwarded to the April 23, 2020 Council Meeting so that the actions can be implemented immediately.



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