

# DECISION/DIRECTION NOTE

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**Title:** Built Heritage Experts Panel – Appointment of Chair

**Date Prepared:** February 5, 2025

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Maggie Burton, Built Heritage Experts Panel

**Ward:** N/A

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**Decision/Direction Required:** Staff are seeking Council’s approval of Megan Webb as the new Chair of the Built Heritage Experts Panel.

**Discussion – Background and Current Status:**

As per the Built Heritage Experts Panel (BHEP) terms of reference, Council will select the Chair of the BHEP upon recommendation of staff drawing from the Panel’s membership. Current Chair, John Hancock, has reached the end of his term, and Staff are recommending current member Megan Webb as the new Chair of the BHEP.

**Key Considerations/Implications:**

1. Budget/Financial Implications: N/A
2. Partners or Other Stakeholders: N/A
3. Is this a New Plan or Strategy: No

If yes, are there recommendations or actions that require progress reporting?

If yes, how will progress be reported? (e.g.: through the strategic plan, through Cascade, annual update to Council, etc.)

4. Alignment with Strategic Directions:

An Effective City: Ensure accountability and good governance through transparent and open decision making.

Choose an item.

5. Alignment with Adopted Plans: N/A

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6. Accessibility and Inclusion: The application process for City Committees, Experts Panels, and Working Groups seeks to remove barriers to participation.
7. Legal or Policy Implications: N/A
8. Privacy Implications: N/A
9. Engagement and Communications Considerations: N/A
10. Human Resource Implications: N/A
11. Procurement Implications: N/A
12. Information Technology Implications: N/A
13. Other Implications: N/A

**Recommendation:**

That Council appoint Megan Webb as the Chair of the Built Heritage Experts Panel.

**Prepared by: Jennifer Squires, Legislative Assistant**

**Approved by: Theresa Walsh, City Clerk**

**Report Approval Details**

Document Title:	Built Heritage Experts Panel - Appointment of Chair.docx
Attachments:	
Final Approval Date:	Feb 5, 2025

This report and all of its attachments were approved and signed as outlined below:

**Theresa Walsh - Feb 5, 2025 - 2:37 PM**