

Memo



To: Committee of the Whole
From: **Corporate Services/IT**
Date: 2020-06-15
Subject: Council Meeting Video Streaming

Background

Earlier this year, the community volunteer who has produced and distributed City Council meetings for many years announced his intention to “retire” from this role.

Staff began researching alternate solutions to provide online public access to Council meetings in anticipation of this change. The annual renewal date for the online site, operated by Les Johnson which hosts the archives of Council meetings, is coming up imminently. This has made the implementation of alternate options more pressing in order to minimize disruption of this service.

Staff has reviewed several options and determined that the streaming service offered by eScribe, our current meeting management system, is an add-on which provides good value and excellent integration into our existing workflow.

The solution selected, at an annual fee of \$11,450, includes hosting and streaming, plus most of the core equipment required – we will need to source a camera and microphone. As this change was anticipated by staff, the communications budget was set to handle this on a pro-rated basis due to the mid-year change.

We expect to have a solution in-place by the end of the June. The production will start at a lesser level than we have been accustomed to with Mr. Johnson’s work, using a single stationary camera. A switch to multiple cameras has been planned and is entirely possible with some extra equipment which could be proposed for the 2021 Capital budget. No additional staff resources will be required at meetings for the one-camera solution; depending on future upgrades, additional support may be needed.

We are thankful for the effort that Mr. Johnson has provided over the years, and appreciate his willingness to continue streaming for this month’s meetings. Our current intent is to have the July 20 meeting switched to the new platform.

Benefits or Impacts

Strategic Impact

- 📺 Continues to provide transparent and open public access online to Council meetings