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To: "[Direct to Mayor and Council - DL](#)"

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Subject: Updated Screening Procedures for Council-in-Session Days

Good afternoon Mayor and Council,

Following our update on the completed and in-progress security enhancements, City Protective Services continues to take steps to improve procedures at City Hall.

Immediate Changes

We are implementing two immediate changes to our setup starting tomorrow Tuesday, October 22, 2024:

1. Security Screening Relocated to the First Floor

- Security Screening will occur outside the elevators on the first floor.
- All individuals without an access pass (or exemption) will be screened.
- Screened visitors will be escorted to the third floor by security.
- One elevator is reserved for visitors to the third floor; another is restricted for staff use only.
- Non-screened individuals may view proceedings from the media center.
- No screening is required to access the first floor.

2. Regular vs. Council-In-Session Operations

City Hall operations follow different procedures depending on whether **Council** is in session or not. The key differentiator is that ALL visitors that need access beyond the first floor will be screened when **Council** is in session. Each type of operation has multiple layers of security (guards, elevators, doors) to prevent unauthorized access to any floor in City Hall.

Regular Operations

- All visitors to City Hall are required to check-in with Security on the main floor.
- No screening is required for the public/visitors to City Hall.

Council In-Session Operations

- Security screening on the first floor for all Council meeting attendees and City Hall visitors (without COV identification) beyond the first floor.

We are continuing to refine our emergency evacuation procedures and will confirm updates for Council in the near future.

Thank you,

Sandra

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The City of Vancouver acknowledges the unceded homelands of the x̱m̱ ḵ y̱ m̱ (Musqueam), S̱ w̱ w̱ ú̱ 7̱ mesẖ (Squamish), and Seḻ iḻ w̱ iṯ uḻ ẖ (Tseil-Waututh) Nations.