

**COMPLAINT INTAKE FORM  
MUNICIPAL CLOSED MEETING INVESTIGATION**

**IN ACCORDANCE WITH  
Section 239 of the Municipal Act 2001 (as amended)**

**PLEASE FORWARD COMPLETED FORM IN A SEALED ENVELOPE MARKED "PRIVATE  
AND CONFIDENTIAL" TO:**

**CITY OF KINGSTON, 216 ONTARIO STREET, KINGSTON, ON, L7L 2Z3**

**ATT: CITY CLERK**



