



**City Of Kingston  
Administrative Policies Committee  
Meeting No. 01-2014**

**Agenda**

**Thursday December 12<sup>th</sup>, 2013 at 5:30 p.m.  
Council Chamber, City Hall**

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Please provide regrets to James Thompson, Committee Clerk at  
613-546-4291, ext. 1268 or [jcthompson@cityofkingston.ca](mailto:jcthompson@cityofkingston.ca)

**Committee Composition**

Councillor Berg  
Councillor George  
Councillor Hector  
Councillor Osanic  
Councillor Paterson  
Councillor Scott

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- 1. Election of Officers**
- 2. Meeting to Order**
- 3. Approval of the Agenda**
- 4. Confirmation of Minutes**
  - a) **THAT** the Minutes of Administrative Policies Committee Meeting No. 08-2013 held Thursday November 14<sup>th</sup>, 2013 be approved.  
(Distributed November 29<sup>th</sup>, 2013)
- 5. Disclosure of Pecuniary Interest**
- 6. Delegations**
- 7. Briefings**

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**8. Business**

**a) City of Kingston Video Surveillance Policy Updates**

The Report of the Director of Legal Services and City Solicitor (AP-14-003) is attached.

Schedule Pages 1 – 4

Recommendation:

This report is for information purposes only.

**b) Review of City By-laws – 2013 Update**

The Report of the Director of Legal Services and City Solicitor (AP-14-002) is attached.

Schedule Pages 5 – 32

Recommendation:

There is no recommendation as this report is provided for information only.

**c) Appointment of City of Kingston Integrity Commissioner**

The Report of the Director of Legal Services and City Solicitor (AP-14-004) is attached.

Schedule Pages 33 – 42

Recommendation:

**THAT** the Administrative Policies Committee recommends that the following recommendation be approved and forwarded directly to Council for consideration at the December 17<sup>th</sup>, 2013 Council meeting:

**THAT** the roles, responsibilities and selection process set out in this Report for the position of the City of Kingston Integrity Commissioner, be approved; and

**THAT** the Chief Administrative Officer and the Director of Legal Services and City Solicitor be delegated authority to hire an Integrity Commissioner for the City of Kingston through a Request for Proposals process; and

**THAT** an annual budget of \$50,000 be allocated from the working fund reserve to establish the position of Integrity Commissioner with the budget administered by the Chief Administrative Officer.

**9. Motions**

**10. Notices Of Motion**

**11. Other Business**

**12. Correspondence**

**13. Date and Time of Next Meeting**

The next meeting of the Administrative Policies Committee is scheduled for Thursday January 9<sup>th</sup>, 2014.

**14. Adjournment**



**Abeyance List**

	<b>DATE ITEM PLACED IN ABEYANCE</b>	<b>DESCRIPTION OF ITEM</b>	<b>WHO IS TO RESPOND</b>	<b>DEADLINE FOR RESPONSE</b>	<b>STATUS</b>	<b>PRIORITY STATUS MATRIX (2012)</b>
1.	October 2010 (Council)	Central Pittsburgh Drain Committee will report to AP.		To be Determined		n/a
2.	March 6 <sup>th</sup> , 2012 (Council)	Film Policy	Corporate Affairs	<b>Q4 2013</b>		Schedule B #32
3.	November 6 <sup>th</sup> , 2012 (Council)	Report regarding the use of tanning facilities by youth under 19 years of age	Commissioner, Community Services	<b>Q1 2014</b>		Schedule B #72
5.	January 8 <sup>th</sup> , 2013 (Council)	Report regarding options of appointing an Integrity Commissioner for the City of Kingston	City Solicitor & City Clerk	<b>Q4 2013</b>	Complete	#135
6.	July 17 <sup>th</sup> , 2013 (Council)	Street Food Vendor Licensing Options	Community Services	<b>Q1 2014</b>		#187
7.	October 1 <sup>st</sup> , 2013 (Council)	Review of City of Kingston Bylaw No. 2004-190	Commissioner of Community Services	<b>Q4 2014</b>		# 198
8.	September 24 <sup>th</sup> , 2013 (Council)	Council Procedural By-Law Amendments - Conferences, Boards and Committees meetings Reporting	City Solicitor & City Clerk	<b>Q1 2014</b>		# 199