



**City of Kingston
Administrative Policies Committee
Special Meeting Number 02-2024
Agenda**

**Wednesday, January 24, 2024 at 6:00 p.m.
Hosted at City Hall in Council Chamber**

Please provide regrets to Christine O'Connor, Committee Clerk at 613-546-4291, extension 1219 or cloconnor@cityofkingston.ca

Committee Composition

Councillor Ridge, Chair
Councillor Amos
Councillor Chaves
Councillor Glenn
Councillor Hassan
Councillor McLaren

- 1. Meeting to Order**
- 2. Approval of the Agenda**
- 3. Confirmation of Minutes**
- 4. Disclosure of Pecuniary Interest**
- 5. Delegations**
 - a) Michael Judd will be present to speak to the Committee regarding the Residential Rental Licensing report.
 - b) Janet Trost will be present to speak to the Committee regarding the Residential Rental Licensing report.

- c) Robert Melo, President, Kingston Rental Property Owners Association will be present to speak to the Committee regarding the Residential Licensing report.
- d) Jordan Morelli, Director, Kingston Rental Property Owners Association will be present to speak to the Committee regarding the Residential Licensing report.
- e) Lindsey Foster, Kingston Rental Property Owners Association will be present to speak to the Committee with regarding the Residential Licensing report.

6. Briefings

- a) Curtis Smith, Director, Licensing & Enforcement will be present to speak to the Committee regarding the Residential Rental Licensing Report.

7. Business

a) Residential Rental Licensing

The Report of the Commissioner of Growth & Development Services (AP-24-003) is attached.

Schedule Pages 1 – 180

Recommendation:

That the Administrative Policies Committee consider the following options in relation to the Residential Rental Licensing program and recommended to Council that staff be directed to proceed with implementation of one of the following:

Option 1:

That staff be directed to undertake revisions of the City's already-existing By-Laws and processes to promote the health and safety of tenants; and

That staff be directed to create a Residential Rental Registry system for properties with 1-4 residential rental units; and

That staff provide a report to Council in Q3 2024 with the details of this plan, including required resources and associated timelines.

Or

Option 2:

That staff be directed to create a Pilot Phased Licensing System with a Residential Rental Registry to be implemented in the Sydenham and Kingscourt-Rideau districts, including a triaged Licensing/Inspection program, for properties with 1-4 residential rental units; and

That staff be directed to undertake revisions of the City's already-existing By-Laws and processes to promote the health and safety of tenants; and

That staff provide a report to Council in Q3 2024 with the details of this plan, including required resources and associated timelines.

Or

Option 3:

That staff be directed to create a Pilot Full Licensing Program, to include an inspection regime for all properties with 1-4 residential rental units; and

That staff be directed to undertake revisions of the City's already-existing By-Laws and processes to promote the health and safety of tenants; and

That staff provide a report to Council in Q3 2024 with the details of this plan, including required resources and associated timelines.

8. Motions

9. Notices of Motion

10. Other Business

11. Correspondence

12. Date of Next Meeting

The next meeting of the Administrative Policies Committee is scheduled for is scheduled for Thursday, February 8, 2024 at 6:00 p.m.

13. Adjournment