



**City Of Kingston
Administrative Policies Committee
Meeting No. 04-2014
Agenda
Thursday, April 10, 2014 at 5:30 p.m.
Council Chamber, City Hall**

Please provide regrets to Kevin Arjoon, Deputy Clerk at
613-546-4291, ext. 1262 or karjoon@cityofkingston.ca

Committee Composition

Councillor Berg
Councillor George
Councillor Hector; Chair
Councillor Osanic
Councillor Paterson; Vice-Chair
Councillor Scott

- 1. Meeting to Order**
- 2. Approval of the Agenda**
- 3. Confirmation of Minutes**
 - a) **THAT** the Minutes of Administrative Policies Committee Meeting No. 03-2014 held Wednesday, March 19, 2014 be approved.
(Distributed April 4, 2014)
- 4. Disclosure of Pecuniary Interest**
- 5. Delegations**
- 6. Briefings**

7. Business

1) Tax Write Offs Pursuant to the *Municipal Act, 2001*

The Report of the the City Treasurer (AP-14-007) is attached.

Schedule Pages 1 - 7

Recommendation:

THAT Council approve the cancellation, reduction or refund of taxes pursuant to applications made under Sections 357 and 358 of the *Municipal Act, 2001* totaling \$66,982.07 of which \$45,043.88 is the City's portion and amounts charged back to the school boards and Downtown Kingston! BIA are \$19,527.03 and \$2,411.16 respectively, as listed in Exhibit A attached to Report AP-14-007.

2) Rogers K-Rock Centre Community (formerly Corporate) Suite Allocation Guidelines Amendments

The Report of the the Commissioner of Transportation, Facilities, & Emergency Services (AP-14-010) is attached.

Schedule Pages 8 - 29

Recommendation:

THAT Council approve the Community Suite Allocation Guidelines attached as Exhibit A to Report AP14-010 thereby replacing the existing Corporate Suite Allocation Guidelines; and

THAT Council support that SMG engage in discussions for a one-year licensing agreement with KEDCO for a standard-sized suite by further approving that the City pay one-half of the annual license fee of \$26,500 for the upcoming event season which has a term of September 1, 2014 to August 31, 2015, with funds provided from the City's promotion budget; and

THAT the following recommendation be forwarded to Council on April 15, 2014 for approval in order to meet the timetable in Exhibit A.

3) Use of Corporate Resources for Elections Purposes

The Report of the the Director of Legal Services and City Solicitor (AP-14-011) is attached.

Schedule Pages 30 - 39

Recommendation:

THAT the Administrative Policies Committee recommend to Council that the Policy entitled "Use of Corporate Resources for Election Purposes", as attached as Exhibit B to Report AP-14-011 be approved; and

THAT upon approval and implementation of the new policy, the existing policy regarding the "Use of Corporate Resources for Election Purposes" approved by Council on April 4, 2006 be withdrawn.

8. Motions

9. Notices Of Motion

10. Other Business

11. Correspondence

12. Date and Time of Next Meeting

The next meeting of the Administrative Policies Committee is scheduled for Thursday May 8, 2014.

13. Adjournment



Abeyance List

	DATE ITEM PLACED IN ABEYANCE	DESCRIPTION OF ITEM	WHO IS TO RESPOND	DEADLINE FOR RESPONSE	STATUS	PRIORITY STATUS MATRIX (2012)
1.	October 2010 (Council)	Central Pittsburgh Drain Committee will report to AP.		To be Determined		n/a
2.	March 6 th , 2012 (Council)	Film Policy	Corporate Affairs	Q4 2013	Complete	Schedule B #17
3.	November 6 th , 2012 (Council)	Report regarding the use of tanning facilities by youth under 19 years of age	Commissioner, Community Services	TBD if Required		Schedule B #34
4.	July 17 th , 2013 (Council)	Street Food Vendor Licensing Options	Community Services	Q4 2014		Schedule B #12
5.	October 1 st , 2013 (Council)	Review of City of Kingston By-law No. 2004-190	Commissioner of Community Services	Q2 2014		Schedule B #46
6.	September 24 th , 2013 (Council)	Council Procedural By-Law Amendments - Conferences, Boards and Committees meetings Reporting	City Solicitor & City Clerk	Q2 2014		Schedule B #47