



CITY OF KINGSTON
ADMINISTRATIVE POLICIES COMMITTEE
MEETING NO. 03 - 2010
AGENDA

Thursday, March 11th, 2010
5:30 p.m., Joyceville Fire Hall, 1648 Joyceville Road

*Please provide regrets to James Thompson, Committee Clerk at 546-4291, Ext. 1268 or
jcthompson@cityofkingston.ca*

COMMITTEE COMPOSITION
Members

Councillor Foster
Councillor Meers

Councillor Garrison
Councillor Schmolka

Councillor Hector
Councillor Smith

1. MEETING TO ORDER

2. APPROVAL OF AGENDA

3. CONFIRMATION OF MINUTES

THAT the minutes of the Administrative Policies Committee Meeting No. 11-2009 held on November 12th, 2009 be approved.

THAT the minutes of the Administrative Policies Committee Meeting No. 01-2010 held on December 10th, 2009 be approved.

THAT the minutes of the Administrative Policies Committee Meeting No. 02-2010 held on January 14th, 2010 be approved.

4. DISCLOSURE OF PECUNIARY INTEREST

5. DELEGATIONS

6. BRIEFINGS

7. **BUSINESS**

a) **Sunday Hunting Background Information**

The Report of the Commissioner of Sustainability and Growth (AP-10-012) is attached.

Schedule Pages 1-8

Recommendation

THAT Council advise the Ministry of Natural Resources to add the City of Kingston to the list of Municipalities allowing Sunday gun hunting in Ontario.

b) **Natural Areas and Parkland Acquisition Policy**

The Report of the Commissioner of Sustainability and Growth (AP-10-007) is attached.

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Recommendation

1. **THAT** Council approve the Natural Areas and Parkland Acquisition Policy, dated January 2010, and attached as Exhibit A.
2. **THAT** Council direct staff to update the 10 year capital budget in accordance with the policy attached as Exhibit A.
3. **THAT** a Natural Area Reserve Fund be established to be funded by annual contributions from the municipal capital reserve fund to finance all costs attributed to the acquisition of parkland, in accordance with the policy attached as Exhibit A.

c) **Protocol and Review Framework for Assessing Unsolicited Requests for Municipal Funding**

The Report of the Commissioner of Community Development Services (AP-10-003) is attached.

Schedule Pages 16-29

Recommendation

THAT a Policy, entitled Protocol and Review Framework for Assessing Unsolicited Requests for Municipal Funding, dated December 10, 2009 be adopted by City Council, and

THAT the policy be implemented in the year 2010 as an interim measure, until such time as comprehensive policy review is undertaken for grant programs, following the adoption of the Community Sustainability Plan, the Recreation Master Plan and the Cultural Master Plan.

d) **Public Nuisance By-Law**

The Report of the City Solicitor & Director of Legal Services (AP-10-005) is attached.

Schedule Pages 30-41

At the regular meeting of Kingston City Council held on February 2nd, 2010, the following motion was approved:

THAT the proposed Public Nuisance By-Law and draft short for wording and set fine application as set out in Report No. AP-10-005, dated January 15th, 2010, be referred back to the Administrative Policies Committee in order to re-examine the proposed by-law with particular attention to the broadness of the by-law's language and the amounts and appropriateness of the fines to the particular offenses.

Note: Please See Correspondence Item 'a'.

e) **Proposed Motion Regarding Overpopulation of Wildlife**

Moved by Councillor Garrison

Seconded by Councillor Meers

THAT the Administrative Policies Committee recommend that Council requests that the Ministry of Natural Resources immediately develop a plan of action to deal with the problem of the overpopulation of deer, coyotes and other similar predators encroaching urban areas and threatening livestock in rural areas.

f) **Proposed Motion Regarding Organization Membership Fees**

Moved by Councillor Schmolka

Seconded by Councillor Foster

THAT Staff be directed to prepare an Information Report for the Administrative Policies Committee identifying the organizations in which the City of Kingston pays membership fees.

8. OTHER BUSINESS

9. CORRESPONDENCE

- a) Memorandum received from Mr. John Bolognone, Acting City Clerk, dated February 3rd, 2010 regarding Public Nuisance By-Law.

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10. DATE OF NEXT MEETING

The next meeting of the Administrative Policies Committee is scheduled to be held on Thursday April 8th, 2010.

11. ADJOURNMENT

ABEYANCE ITEMS

DATE ITEM PLACED IN ABEYANCE	DESCRIPTION OF ITEM	WHO IS TO RESPOND	DEADLINE FOR RESPONSE	STATUS
January 2009	Fiscal Policy for Unsolicited Applications for Grants, Loans and Other Financial Assistance from Not-For-Profit Entities	Commissioner of Community Development Services	Q2 2009	COMPLETED
March 28 th , 2006	Development of Policy, Programs, and Types of Events to be Held in Market Square	Commissioner of Sustainability & Growth	Q2 2009	
December, 2008	Update pertaining to the implications from the adoption and implementation of the Advertising Revenue Generation Policy	Commissioner of Sustainability & Growth	Q4 2009	
April 6 th , 2009	Update on a comprehensive policy with respect to: requests for proclamations; the raising of flags at City and elsewhere in the city; the planting of dedication trees on City property; the placement of commemorative benches on City property; and the placement of dedication plaques on City facilities.	Clerk's Department/ Commissioner of Corporate Services/President & CEO of Utilities Kingston/	Q4 2009	
August 5 th , 2009	Report Regarding the establishment of a Natural Areas Reserve Fund and the criteria for a related Land Acquisition Policy.	Commissioner of Sustainability & Growth	Q4 2009	COMPLETED
December 10 th , 2009	Report Regarding Delegated Authority in Relation to a "Lame Duck Council" (April)	Chief Administrative Officer	Q2 2010	
December 10 th , 2009	Update Regarding the Customer Service System	Human Resources/Client Services	Q2 2010	
December 10 th , 2009	Report Regarding Workplace Health and Safety Update (2009)	Human Resources	Q2 2010	
June 12 th , 2007	Policy Incorporating the Requirement to Identify Healthy Food Options and the Use of Local Foods at all Recreational and Sporting Facilities	Commissioner of Sustainability & Growth	Q2 2010	
August 13 th , 2009	Video Surveillance Policy – Annual Report	Legal Services/Clerk's Department	Q3 2010	
May 14 th , 2009	Update Regarding Information System & Technology Opportunities Community Geomatics	Commissioner of Corporate Services	Prior to 2010 Operating Budget Deliberations	
August 13 th , 2009	Staff Parking Pass	Commissioner of Corporate Services		