



**City of Kingston
Administrative Policies Committee
Special Meeting Number 04-2023
Minutes**

**Thursday, November 9, 2023 at 6:00 p.m.
Hosted at City Hall in Council Chamber**

Committee Members Present

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

Regrets

Councillor Boehme

Staff Members Present

Jenna Morley, Director, Legal Services & City Solicitor
Alexis Vienneau, Junior Associate Legal Council
Lanie Hurdle, Chief Administrative Officer
Curtis Smith, Director, Licensing & Enforcement
Ruth Noordegraaf, Director, Housing & Social Services
Kyle Compeau, Manager, Enforcement
Derek Ochej, Deputy City Clerk
Christine O'Connor, Committee Clerk

This is not a verbatim report.

Meeting to Order

The Chair called the meeting to order at 6:00 p.m.

Approval of the Agenda

Moved by Councillor Chaves
Seconded by Councillor Amos

That the agenda be amended to include the addendums, and as amended, be approved.

Carried

Confirmation of Minutes

There were none.

Disclosure of Pecuniary Interest

There were none.

Delegations

- a) Megan Knott, Executive Director, Tourism Kingston was present to speak to the Committee regarding the Proposed Community Standards By-Law.

Note: Delegation a) was withdrawn via the addendum.

- b) Krista LeClair, Executive Director, Kingston Accommodation Partners was present to speak to the Committee regarding the Proposed Community Standards By-Law. (in-person)

Ms. LeClair conducted a PowerPoint presentation regarding the Proposed Community Standards By-Law. A copy of the presentation is available upon request through the City Clerk's Department.

The Chair provided an opportunity for the Committee to ask questions. There were no questions from the Committee.

- c) Marijo Cuerrier, Executive Director, Downtown Kingston Business Improvement Area (BIA) was present to speak to the Committee regarding the Proposed Community Standards By-Law.

Ms. Cuerrier conducted a PowerPoint presentation regarding the Proposed Community Standards By-Law. A copy of the presentation is available through the City Clerk's Department.

Councillor Chaves asked how by-law officers and the Welcoming Streets program would work together if the Community Standards By-Law passed. Ms. Cuerrier explained that by-law officers and Welcoming Streets have been working together already as by-law will step in when Welcoming Streets cannot get an individual to move along in a productive way.

There were no other questions.

- d) Peter Kingston, SPEAKingston, was present to speak to the Committee regarding the Proposed Community Standards By-Law.

Moved by Councillor Chaves

Seconded by Councillor Glenn

That Clause 2.14 of the City of Kingston By-Law Number 2010-205, Committee By-Law, be waived to allow Peter Kingston, SPEAKingston to appear before Council to speak to the Proposed Community Standards By-Law.

Carried

Mr. Kingston spoke to the Committee regarding the Proposed Community Standards By-Law.

Councillor Chaves asked how closing the Integrated Care Hub would solve the issues described by Mr. Kingston in his presentation. Mr. Kingston stated that right now the Integrated Care Hub is not working and he questioned whether there was a better location.

- e) Sophie Lachapelle was present to speak to the Committee regarding the Proposed Community Standards By-Law.

Moved by Councillor Chaves

Seconded by Councillor Glenn

That Clause 2.14 of the City of Kingston By-Law Number 2010-205, Committee By-Law, be waived to allow Sophie Lachapelle to appear before Council to speak to the Proposed Community Standards By-Law.

Carried

Ms. Lachapelle spoke to the Committee regarding the Proposed Community Standards By-Law.

Councillor Ridge asked Ms. Lachapelle to expand on the structural inequities she mentioned in her delegation and asked whether she believes it is within the ability of a municipality to address these inequities given their limited resources. Ms. Lachapelle listed houselessness and other manifestations of poverty as examples of structural inequities. She stated that the behaviours that come from structural inequalities will not be deterred by punitive measures and can only be improved by equitable, trauma-informed, harm reduction programs. She added that the proposed by-law is addressing the symptom, not the cause of these behaviours. She noted that she does not believe municipalities are equipped with the resources to solve the structural inequities described but added that the City of Kingston could still use measures that are not punitive to address visible poverty.

There were no more questions.

- f) Robert Gibson was present to speak to the Committee regarding the Proposed Community Standards By-Law.

Moved by Councillor Chaves

Seconded by Councillor Glenn

That Clause 2.14 of the City of Kingston By-Law Number 2010-205, Committee By-Law, be waived to allow Robert Gibson to appear before Council to speak to the Proposed Community Standards By-Law.

Carried

Mr. Gibson spoke to the Committee regarding the Proposed Community Standards By-Law.

The Chair provided an opportunity for the Committee to ask questions. There were no questions from the Committee.

- g) Janette Leroux was present to speak to the Committee regarding the Proposed Community Standards By-Law.

Moved by Councillor Chaves

Seconded by Councillor Glenn

That Clause 2.14 of the City of Kingston By-Law Number 2010-205, Committee By-Law, be waived to allow Janette Leroux to appear before Council to speak to the Proposed Community Standards By-Law.

Carried

Ms. Leroux spoke to the Committee regarding the Proposed Community Standards By-Law.

Councillor Ridge asked the delegate if she has any recommendation for addressing vandalism so public washrooms can remain open for use. Ms. Leroux stated that she is happy to share public washroom designs from other municipalities that can be used to prevent vandalism. She cited Winnipeg as an example for being advanced in terms of access to public washrooms and added that their initiatives are a result of collaboration between public planners, architects and public health officials.

Councillor Chaves asked how a balance can be made between access to public washrooms and preventing overdoses in secluded areas. Ms. Leroux pointed to the Winnipeg example where attendants are recommended, and designs incorporate visibility.

Councillor Amos asked how Winnipeg balances the expense of having public washrooms that are attended by staff with their budget. He asked what the cost would be for a bathroom retrofitted to reduce vandalism. Ms. Leroux stated that arguments can be made for the indirect economic savings of having a landscape of public washrooms available. She added that public washrooms are expensive to introduce and maintain, but as public health infrastructure it is important. Ms. Leroux responded that she did not have specific numbers for costing, but Winnipeg could be used as a model in determining a budget.

There were no more questions.

- h)** Sayyida Jaffer was present to speak to the Committee regarding the Proposed Community Standards By-Law.

Moved by Councillor Chaves

Seconded by Councillor Ridge

That Clause 2.14 of the City of Kingston By-Law Number 2010-205, Committee By-Law, be waived to allow Sayyida Jaffer to appear before Council to speak to the Proposed Community Standards By-Law.

Carried

Ms. Jaffer spoke to the Committee regarding the Proposed Community Standards By-Law.

Councillor Amos asked if she had spoken with various business owners downtown to get their assessment of the by-law. Ms. Jaffer responded that she had spoken to some business owners downtown, and some of them do not support the Proposed Community Standards By-Law while, others are undecided.

Briefings

There were no briefings.

Business

a) Proposed Community Standards By-Law

Ms. Morley provided an overview of the report.

Councillor McLaren stated that he wanted to address some of the points raised during delegations. He asked whether the proposed by-law would criminalize poverty. He asked whether there is any evidence that these measures can improve the situation of safety in the community. Ms. Morley stated that by-law officers do not have any authority to enforce the Criminal Code of Canada. She noted that through the *Municipal Act*, by-law officers have the authority to regulate nuisance type behaviours that do not rise to the level of criminality. She added that they are aware penalizing vulnerable individuals through monetary fines would be ineffective. She stated that the intent of the by-law was to give by-law officers more opportunity to create points of connections with members of the vulnerable community, in hopes to establish a rapport and trust so that they can be used as a source of contact for services and supports that these individuals may need.

Councillor McLaren noted the mention from delegates of the rights of some people being privileged over the rights of others. Ms. Morley stated that the proposed by-law regulates certain behaviours and activities, it does not regulate people. She added that it has been thought out carefully with the intent to balance as many interests as possible.

Councillor McLaren stated that at one point during delegations it was claimed that harm reduction is the only appropriate solution. He asked if there is a harm reduction element to the by-law in the sense that de-escalation and preventing conflict are prioritized. Ms.

Morley stated that the by-law will not solve the complex situations of vulnerable individuals, but the intent is to help intervene early on and prevent some of the serious incidents that have been reported downtown.

Councillor McLaren asked whether there is evidence that similar by-laws have worked in other cities. Ms. Morley responded that they do not have firm statistics from other municipalities as they would be hard to obtain but she noted that staff have spoken with members of police forces for example, who stated that in their experience this type of by-law has alleviated pressure on the police and helped improve some of the situations occurring in downtown cores.

Councillor McLaren noted that it was suggested that the advice of the Medical Officer of Health should be taken on these issues, and asked staff whether his feedback was taken seriously. Ms. Morley stated that any feedback from the Medical Officer of Health is taken seriously. She explained that a significant amendment was made to the initial draft of the by-law around the topic of drug paraphernalia after concerns were expressed by various agencies including KFL&A Public Health.

Councillor McLaren asked for comments regarding a costing analysis. Ms. Morley clarified that they are not recommending additional by-law officers at this time, but some financial resources would be used for the purpose of increased training for the current by-law officers.

Councillor McLaren asked if in a moment of distress, by-law officers would be able to provide assistance. Ms. Morley explained that by-law officers would be able to respond, and the additional training previously mentioned would be helpful in these instances. She noted that by-law officers frequently work with the street outreach team to help provide resources. She stated that the increased presence of by-law officers in the downtown core may also help in moments of crisis.

Councillor Chaves asked for clarification regarding feeding of wildlife mentioned in the report and what artificial food sources would refer to. Ms. Morley responded that natural food sources would encompass any food source that does not naturally occur in the habitat of the animal.

Councillor Chaves asked about section 6.2 regarding idling. He asked for clarification regarding there being no limit on idling as long as there is someone inside the vehicle. Ms. Morley explained that this is a temperature-related exemption that was included due to concerns around accessibility and individuals with mobility related issues that may choose to stay inside the vehicle while the person they are with enters a business.

Councillor Chaves asked regarding section 9.9 in regards to transportation of materials, and whether this section applies to trailers as well. Ms. Morley confirmed that the by-law would apply to materials being transported in a trailer as well.

Councillor Chaves asked regarding section 12.4 if by-law officers could enter private property. He asked whether this would include buildings and backyards, and would this include when the homeowner is not home. Ms. Morley clarified that the inspection provisions within the proposed by-law were drawn directly from the *Municipal Act*, allowing provincial offence officers to inspect land, and this would not include entering someone's dwelling without their consent or a warrant.

Councillor Chaves asked what type of training would be provided to by-law officers. Mr. Smith stated that a number of different training options were being explored, such as non-violent crisis interventional training, mental health first-aid, internal training and case studies.

Councillor Chaves noted that concerns had been raised regarding marginalized communities being targeted by the proposed by-law and not being able to afford the associated fines. He asked what the first step of by-law officers would be in these situations. Mr. Smith stated that the discretion of the by-law officers is relied on in these situations and therefore the increased training leading up to the implementation of the by-law will be important.

Councillor Chaves asked whether there is a reason why public washrooms have been closed. Ms. Hurdle responded that there are some washrooms available and open 24 hours a day through the Adelaide Street Shelter and Kingston General Hospital. She stated that a key point that has been raised in terms of public washrooms has been safety, and options to work with partners could be explored to ensure access to washrooms by individuals not necessarily using their services.

Councillor Amos asked whether by-law officers would act as referral agents to the social services sector in their engagements with the public. Mr. Smith stated that an assessment will be made by the officer on the ground, but that the first approach is education and gaining compliance using a warning, and then if needed an enforcement mechanism would be used. He added that part of that education as a first step is providing information about social services that are available or making referrals to partnering organizations. Ms. Morley reiterated that the officers would not be acting as referral agents in all circumstances because there will be circumstances where individuals will be partaking in nuisance behaviour that do not require social services, and those situations may be handled differently.

Councillor Amos noted that the report stated mental health training had taken place. He asked if mental health training would continue for by-law officers. Ms. Morley stated that the specific implementation date of May 1, 2024 had been chosen for this by-law in order to give ample time for additional training.

Councillor Amos asked if the Kingston Police conduct beat walks through the downtown core, and if by-law officers have the ability to quickly escalate a situation to them if needed. Mr. Smith confirmed that there is a unit of Kingston Police that has a presence in the downtown core and that they do work in conjunction with by-law officers.

Councillor Amos referred to section 4.1 of the proposed by-law, asking whether residents who own pets would be penalized for odours that may result from cleaning up after their pets. Ms. Morley explained that the threshold for offensive odours is high and would apply to odours that emanate from one premises to another premises and disturbs residents.

Councillor Amos referred to section 5.2, and noted that this would be difficult for construction organizations on very windy days. Ms. Morley clarified that there is not an outright prohibition on dust, and that the by-law requires individuals to take reasonable measures to prevent the dust from escaping.

Councillor Amos referred to section 7.1 of the by-law and noted that the Cataraqui Region Conservation Authority submitted a letter of review for the by-law. He noted that Confederation Basin is well populated by tourists that feed the animals near Lake Ontario. He asked how by-law officers plan to address this in a respectful manner that would not impact tourism to Kingston. Ms. Morley stated that nuisance feeding of wildlife by-laws are becoming increasingly popular across Ontario, and people are becoming more familiar with them. She added that the City intends to embark on significant education campaign leading up to the by-law implementation, as well as install multi-lingual signage in parks.

Councillor Amos asked about textile collection bins on public property, and whether textile companies are being asked to ensure the textile bins are being maintained. Ms. Morley confirmed that for textile bins located on City property, the City would have a binding contractual agreement with the textile provider where proper maintenance would be imposed. She added that at this time, the City is not contemplating any specific regulations on the textile providers, but they could inquire with the companies regarding the frequency of their donation pickups.

Councillor Amos asked if there are sharps disposal bins in each of the City-owned washrooms. Ms. Morley clarified that the City has 15 sharps disposal locations

throughout the City, located inside City facilities. She added that there are also secure sharps disposal bins located in a number of locations outside for those that are uncomfortable entering City facilities.

The Chair afforded members of the public an opportunity to speak. Alex Splinter stated that he works in the downtown core. He explained an incident that had occurred at a restaurant downtown where a visiting family had racial slurs yelled at them. He added that this reflects poorly on the city and that while police were called to the incident, it took a long time for them to arrive. Mr. Splinter then explained that the senior facility manager for the company he works for visits every property they own each morning with a shovel to pick up human fecal matter. He added that while he was walking downtown that morning, he had witnessed a woman being harassed by a man yelling racial slurs at her. He stated that the proposed by-law had been reviewed extensively and he believes in the work that the City is doing. He added that those who spoke against the by-law had not provided solutions, and questioned what would happen to City programs that benefit marginalized individuals if businesses and residents that contribute tax dollars left Kingston due to feeling unsafe.

Ed Smith stated that he attended the St. Andrew's Church meeting that Downtown Kingston BIA organized, where a strong feeling of concern for those living on the streets was expressed, as well as challenges for downtown businesses. He stated that customers and employees are afraid, leading some customers to stop shopping downtown. He referenced experiences in cities in the United States such as Portland and San Francisco, where large corporations have closed due to similar issues. He added that downtown Kingston is a huge asset for the community, and business owners recognize that this is not a silver bullet, but it is a tool that could be used in certain circumstances.

James Ward stated that he is a resident living in the downtown Kingston area, and he also owns two businesses that employ around 20 people. He explained that in his experience working downtown, he and his colleagues have faced verbal and physical abuse and have had to clear up garbage in their parking lots, including needles. He added that there are few tools available to the by-law officers to use. He stated that he does not believe this by-law is the solution to everything, but it will give the by-law officers a bit more leverage to create a safer environment for those living and working downtown.

Matthew Gventer expressed concern for proposed by-law and stated that it would impact more than just the downtown area. He questioned whether the by-law would limit the ability to protest downtown. He added his concern that someone accidentally

delivering a flyer to a mailbox labelled ‘no junk mail’ would be subject to a \$500 fine. He stated that this fine is extreme, and the amount should be reconsidered.

Toni Thornton expressed concern for the proposed by-law changes, and questioned specifically where people are expected to go if they do not have housing and where people should be expected to use the washroom if there are no options. She referenced her own experience being unhoused as a teenager, and the harassment she experienced from police officers and by-law officers at that time. She expressed concern for giving those in power discretion and stated that while more training for by-law officers is great, it needs to be reoccurring to make a difference. She noted the language being used to describe unhoused peoples and the prioritization of tourists.

Clara Langley stated her opposition to the Proposed Community Standards By-law. She expressed hope for a safe community for all and added that she does not see this by-law contributing to that goal. She expressed a loss of words for what she had witnessed at the meeting, specifically the presentation from Downtown Kingston BIA and the images used. She stated that she felt it was disingenuous for Councillors to not ask questions of delegates and instead target their delegations through questions posed to staff. She expressed disappointment for the way discourse around safety had occurred. She suggested that even in instances of real threat and real harm, responses that do not create further harm or perpetuate violence should be sought. She stated her shared doubts regarding the discretion of by-law officers.

Dawn Clarke stated that she rejects the solutions proposed in the by-law. She added that delegates with expertise have explained using their research that the proposed by-law will not have the effect that is desired. She expressed appreciation and agreement with Ms. Langley’s comments. She noted her concern for the unhoused and the prejudice of by-law officers against them.

Vicki Schmolka stated her belief that small businesses in the downtown core are suffering due to the economy and a shift to online shopping, and not due to people sitting outside their storefront. She added that she does not feel unsafe in the downtown core and feels the most unsafe walking on upper Princess Street in the Hub, where more drinking takes place. She noted Ms. Morley’s comments regarding not fining unhoused peoples and asked what the usefulness of the by-law is in that case. She recommended hiring mediators and social workers in place of by-law officers. She stated that there is a need for places to go for unhoused peoples and for all people to use public washrooms in Kingston.

The Chair provided staff with an opportunity to respond to public comments.

Ms. Morley stated that there is no administrative penalty in the proposed by-law that exceeds \$200. She stated with respect to protests, the Charter of Human Rights plays a critical role and that the City respects the rights of individuals to protest. She added that City involvement with a protest would be limited to issues with the location of the protest if it was interfering with traffic or another activity. She stated that an opt-out system is being used with respect to flyers, recognizing that freedom of expression is very important. She noted the exemptions that exist in the by-law that pertain to flyer regarding elections or government issued materials. She stated that the loitering provision of the by-law was drafted with careful consideration and is restricted to sidewalks and roadways. She added that the by-law applies city-wide. She reiterated that the point of the by-law is to provide additional points of connection and familiarity with individuals to help reduce the number of incidents and increase safety for everyone.

The committee recessed for 10 minutes.

Councillor Ridge stated that the purpose of his amendment is to provide transparency and accountability with regards to the implementation of the proposed by-law. He added that there have been many comments from delegates related to data-driven decision making. He noted that a year after implementation the data would enable amendments to be made to the by-law to address any issues that may arise.

Councillor Ridge thanked staff for the work preparing the report and for the time spent discussing the by-law with him. He thanked the members of the public who came to provide comments. He stated that one month ago he had 10 meetings with residents over the course of two weeks to discuss behaviours outlined in the proposed by-law. He added that many people living in his district are on the lower end of the socio-economic scale and have expressed concerns with regards to these behaviours. He stated that there has been ample opportunity for engagement with this by-law as it is the most engaged document to exist in policy development in the City of Kingston's history. He noted that there is rightful concern focusing on the roots of these nuisance behaviours. He added that for those experiencing the behaviours the root does not matter in that moment. He detailed stories from residents about behaviour that is to be addressed by the proposed by-law. He emphasized that these behaviours are unacceptable and need to be addressed. He encouraged committee members to support passing the proposed by-law.

Councillor Chaves asked if there will be a health equity impact assessment as suggested by Dr. Oglaza. He asked whether a library is considered a public place and what measures would be in place to prevent complaints being made unfairly due to a

dispute between neighbours. Ms. Morley stated that a health equity assessment was being contemplated at this time, but if given direction by Council they could complete that task. She added that as defined in the by-law, a public space is any area in which the public has access and is invited to attend which would include a library. She reiterated that by-law enforcement officers would use the tools available to assess the validity of complaints through thorough investigation.

Councillor Chaves thanked members of the public for writing and speaking to the proposed by-law. He expressed disappointment in those members for not attending the previous City Council meeting addressing the future of the sleeping cabin program. He noted that issues regarding theft do not only apply to the downtown area but can also be found in the west end of the city.

Councillor McLaren mentioned the concerns regarding the subjective and vague nature of the by-law and the discretion that is given to by-law officers. He asked if it is reasonable to assume by-laws would always be subjective as not all incidents can be predicted before they occur. He asked if human rights were considered in the drafting of this by-law. Ms. Morley explained that staff were mindful to be as precise as possible with wording while crafting the by-law, however, she noted that public nuisance is inherently a subjective topic. She stated that an extensive number of cases from other municipalities with similar by-laws were considered, as well as the Ontario Human Rights Code and Charter implications to ensure the by-law was compliant with all relevant legislation.

Councillor McLaren referred to the question asked by a member of the public wondering what was being attempted with this bylaw. He stated that he views this policy as an attempt to create a shared behavioural standard and asked whether staff agreed with this vision. Ms. Morley explained that the *Municipal Act* is what gives staff the right to implement this type of by-law, and that it specifically states that municipalities have the right to regulate and prohibit behaviours that could be considered public nuisances. She added that this by-law is not a novel concept as similar by-laws exist in other municipalities.

Councillor McLaren asked whether bylaw officers would treat the proposed by-law as a way to create revenue for the City. Mr. Smith clarified that by-law officers are currently operating primarily on a complaint basis and while there would be a proactive component to implementing the new by-law, it would not be used as a method to generate revenue. He added that he foresees this by-law as being revenue negative due to the time, education and training required.

Councillor McLaren asked if the data collected for the report could record the amount of education and number of incidents at the time of implementation compared with the amount of education and number of incidents after a year of implementation so that they would have data to confirm whether the by-law has been successful. Mr. Smith stated that this data could be collected. He added that they are trialing a number of data sets for implementation of the by-law with a concentration on the downtown business area.

Councillor McLaren stated his support for the by-law, noting that he believed all questions had been answered or would be answered a year after implementation when data is available.

Councillor Amos commented that the behaviour outlined in the by-law is not exclusive to the downtown core. He recounted a recurring incident within his district that by-law officers are aware of but have been unable to address with current policy. He added that the proposed by-law would provide officers with more tools to address these situations. He commended Councillor Ridge for his amendment and staff for their work and consultation with the public in drafting the by-law. He expressed his support for the by-law.

Councillor Ridge assumed the role of Chair.

Councillor Glenn thanked staff and the members of the public who spoke to the Committee. She stated that treating any group of people as homogenous is not doing justice to the community as a whole. She recounted listening to stories of people being sexually assaulted and physically assaulted. She stated her support for the by-law. She echoed the statements of other Councillors who mentioned that this by-law applies to the entire city. She added that empowering by-law officers to address situations that otherwise remain unaddressed is important. She reiterated that the proposed by-law does not criminalize people but would work towards education and potential fines if necessary. She encouraged people to come forward with suggestions.

Councillor Glenn resumed the role of Chair.

Moved by Amos

Seconded by Chaves

That the Administrative Policies Committee recommends to Council:

That the by-law attached as Exhibit A to Report Number AP-23-017, “Community Standards By-Law”, be presented to Council; and

That By-Law Number 2020-69, entitled “A By-Law to Establish a Process for Administrative Penalties”, as amended, be further amended in accordance with Exhibit B to Report Number AP-23-017; and

That By-Law Number 2009-76, entitled “A By-Law to Provide for the Regulation Use of Parks and Recreation Facilities of The Corporation of the City of Kingston”, as amended, be further amended in accordance with Exhibit C to Report Number AP-23-017; and

That By-Law Number 2004-190, entitled “A By-Law to Regulate the Use of City Streets”, as amended, be further amended in accordance with Exhibit D to Report Number AP-23-017; and

That staff be directed to apply to the Ministry of the Attorney General for approval of a Set Fine Schedule to reflect the by-law attached to Report Number AP-23-017 as Exhibit A, entitled “Community Standards By-Law”; and

That staff be directed to prepare a by-law enforcement policy by Q2 2024 that formalizes the City’s guidelines with respect to municipal by-law enforcement; and

That staff be directed to prepare educational and awareness materials for residents and visitors related to the proposed community standards by-law, including updating “The Good Neighbour Guide”; and

That staff be directed to report back to Council one year after enactment of the Community Standards By-Law with key findings related to implementation and enforcement of the By-Law, including aggregated data related to the number and type of penalty notices issued and/or *Provincial Offences Act* proceedings commenced under the By-Law.

Carried as Amended

(See Motion to Amend That Carried)

Moved by Councillor Ridge

Seconded by Councillor Amos

That Report Number AP-23-017 be amended by adding the following clause after the final resolve clause:

That staff be directed to report back to Council one year after enactment of the Community Standards By-Law with key findings related to implementation and enforcement of the By-Law, including aggregated data related to the number and type of penalty notices issued and/or *Provincial Offences Act* proceedings commenced under the By-Law.

Carried

Motions

There were no motions.

Notices of Motion

There were no notices of motion.

Other Business

There was no other business.

Correspondence

See Agenda and Addenda.

Date and time of Next Meeting

The next meeting of the Administrative Policies Committee is Thursday, December 14, 2023 at 6:00 p.m.

Adjournment

Moved by Councillor McLaren
Seconded by Councillor Ridge

That the meeting of the Administrative Policies Committee adjourn at 8:50 p.m.

Carried