

Appendix A

High Level Implementation Plan

Note: Each of the deliverables below is significant enough that it may require its own project for implementation. This simply represents a high level critical path that provides some indication of the resources required and where the weight of implementation will fall.

Deliverables	Date
City Council approves recommendations and High Level Implementation Plan.	Jun 2019
Implementation project including detailed change management plan launched.	Sep 2019
Adult Services Licensing Bylaw developed.	Mar 2020
Zoning Bylaw amendments developed.	Mar 2020
Engagement with massage parlours to ensure proposed changes are understood.	Jun 2020
Licensing Bylaw and Zoning Bylaw amendments approved.	Jun 2020
Processes for issuing body rub establishment finalized; service providers trained; phase-in plan complete.	Sep 2020
Inspection protocols for licensing program developed and documented.	Sep 2020
Enforcement protocol with RPS completed.	Sep 2020
Body rub establishments and workers notified of new censing program through direct contact.	Sep 2020
Licensing Bylaw comes into force and licensing program takes effect.	Dec 2020
Ongoing review and process adjustments as required.	Ongoing as part of an annual review.