**Town of Kensington**

**Minutes of Water and Pollution Control Corporation Meeting**

**Monday, May 14, 2012**

**9:45 PM**

**Board of Directors:** Chair Gordon Coffin**;** Directors – Chessman Gallant, Caseley, MacLean, Mill & Spencer

**Staff Members Present:** Chief Administrative Officer, Geoff Baker**;** Deputy Administrator, Wendy MacKinnon; Administrative Assistant, Kim Verhulp

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**1. Calling of Meeting to Order**

* 1. Chair Gordon Coffin called the meeting to order at 9:45 PM and welcomed Directors and staff.

**2. Approval of Tentative Agenda**

**2.1 *Moved by Director Spencer, seconded by Director Caseley to approve the tentative agenda for the May 14, 2012 regular meeting of the Water and Pollution Control Corporation. Unanimously carried.***

**3.**  **Approval of Minutes**

**3.1 *Moved by Director Caseley, seconded by Director MacLean to approve the minutes from the regular meeting held on April 10, 2012. Unanimously carried.***

**4. Business Arising from the Minutes**

**4.1** Nil.

**5. Approval of Accounts**

**5.1 *Moved by Director Caseley, seconded by Director Mill to approve the Summary Income Statement for April 2012, as presented by Director Caseley. Unanimously carried.***

**5.2 *Moved by Director Caseley, seconded by Director Spencer to approve the payment of expenditures for the month of April 2012 in the amount of $8,824.23. Unanimously carried.***

**6. Other Matters**

**6.1** Letters will be sent to all businesses in town which operate a commercial sized kitchen outlining the requirements of a properly installed grease trap.

**7. Adjournment**

**7.1** ***Moved by Director Chessman, seconded by Director MacLean to adjourn the meeting of the Water & Sewer Pollution Control Corporation at 9:52PM. Unanimously carried.***

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Wendy MacKinnon, Deputy Administrator Gordon Coffin, Chair