

**Town of Kensington  
Committee of Council Meeting  
Monday, September 27, 2021  
6:30 PM**

**Council Members Present:** Mayor, Rowan Caseley; Councillors: Gallant, MacRae, Toombs, Spencer and Mann.

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

**Regrets:** Deputy Mayor Pickering

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**1. Calling of Meeting to Order**

1.1 Mayor Caseley called the meeting to order at 6:30 pm and welcomed Council members, and staff. Mayor Caseley acknowledged that the land on which we gather is the traditional and unceded territory of the Mi'kmaq First Nation.

**2. Adoption of Agenda**

2.1 *Moved by Councillor Gallant, seconded by Councillor Spencer to approve the agenda for the September 27, 2021 Committee of Council meeting with the addition of one item – Kensington North Watershed Association Rental Proposal. Unanimously carried.*

**3. Declaration of Conflict of Interest**

3.1 Mayor Caseley discussed that Members of Committee of Council or staff who believe they may have a conflict of interest on any matter that will be discussed at this meeting should declare that potential conflict at this time, withdraw at the time of discussion and vacate the Council Chambers during deliberation and decision.

**4. Delegations, Special Speakers and Public Input**

4.1 *Nil.*

**5. Adoption of Previous Meeting Minutes**

5.1 *Moved by Councillor Toombs, seconded by Councillor Spencer to approve the Committee of Council meeting minutes from June 28, 2021. Unanimously carried.*

**6. Business Arising from Minutes**

6.1 *Nil.*

## **7. Staff Reports**

### **7.1 CAO's Report**

**7.1.1** *Moved by Councillor Gallant, seconded by Councillor Spencer to receive and recommend approval to Town Council the adoption of the September 2021 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

**7.1.2** Councillor Mann inquired as to why the existing roofing materials of the Wastewater Treatment Building is proposed to be removed prior to the metal roofing being installed. Mr. Baker will confirm with WSP Engineers to determine if it is necessary.

**7.1.3** Councillor Gallant noted that he has received positive feedback on the recent upgrades to the tennis courts located at KISH and noted that there is an increase in kids using the space for skateboarding. Councillors discussed options and the possibility of creating a skateboarding area within the old ice surface located at the Credit Union Centre.

### **7.2 Fire Department Statistical Report**

**7.2.1** *Moved by Councillor Toombs, seconded by Councillor MacRae to receive and recommend to Town Council the adoption of the August 2021 Fire Chief's Report with the correction to the number of trucks responded to the August 13 Motor Vehicle Accident call. Unanimously carried.*

### **7.3 Police Department Statistical Report**

**7.3.1** *Moved by Councillor Spencer, seconded by Councillor Gallant to receive and recommend to Town Council the adoption of the August 2021 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

### **7.4 Development Permit Summary Report**

**7.4.1** *Moved by Councillor Spencer, seconded by Councillor MacRae to receive the September 2021 Development Permit Summary Report as prepared by Administrative Assistant, Kim Caseley with the amendment to the address of a permit for Eric Brookins. Unanimously carried.*

### **7.5 Financial Report - Bills List**

**7.5.1** *Moved by Councillor Mann, seconded by Councillor Spencer to receive and recommend to Town Council the approval of the General Bills List for August 2021 in the amount of \$842,677.46 with the correction to the detail for a payment issued to Lewis Sutherland. Unanimously carried.*

**7.5.2** *Moved by Councillor Mann, seconded by Councillor Spencer to receive, and recommend to Town Council the approval of the Water & Pollution Control Corporation Bills List for August 2021 in the amount of \$9,324.76. Unanimously carried.*

**7.6 Summary Income Statement**

**7.6.1** *Moved by Councillor Mann, seconded by Councillor Spencer to receive and recommend to Town Council the adoption of the Summary Income Statements for August 2021, as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

**7.7 Credit Union Centre Report**

**7.7.1** *Moved by Councillor Toombs, seconded by Councillor Spencer to receive and recommend to Town Council the adoption of the Credit Union Centre Report for August 2021, as prepared by CUC Manager, Robert Wood. Unanimously carried.*

*CAO, Baker excused himself from the Council Chamber at 7:10 pm and returned at 7:12 pm.*

**8. New Business**

**8.1 COC Memo - Town of Kensington Emergency Management Plan**

**8.1.1** Councillors received a copy of the amended Town of Kensington Emergency Management Plan for review and consideration. It is proposed that the Plan will come forward at the regular October meeting of Kensington Town Council for formal approval. Council has been requested to forward any desired amendments to CAO, Geoff Baker prior to the October Council meeting.

**8.2 Kensington North Watershed Association Rental Proposal**

**8.1.2** *Moved by Councillor Spencer, seconded by Councillor Gallant*

*WHEREAS a proposal has been received from the Kensington North Watershed Association (KNWSA) for the rental of the bottom floor of the Senior Centre located at 25A Garden Drive;*

*AND WHEREAS the Kensington North Watershed Association have requested the renovation of the washroom facilities and the construction of separation walls between the upper and lower levels and the placement of a storage shed;*

*BE IT RESOLVED THAT Committee of Council direct the CAO to proceed with the requested renovations to the bottom floor washroom facilities and separation wall between the upper and lower levels;*

***BE IT FURTHER RESOLVED THAT Committee of Council direct the CAO to proceed with a lease agreement with the Kensington North Watershed Association for the bottom floor of the Senior Centre located at 25A Garden Drive for the agreed annual lease rate of \$5.00 per square foot (\$540.00 per month) and the placement of 1 (one) accessory structure subject to the approval of a development permit application.***

***Unanimously carried.***

**9. Councillor Issues/Inquiries**

- 9.1** Mayor Caseley acknowledged that September 27 - October 1 is Truth & Reconciliation Week, the Town will recognize Thursday, September 30<sup>th</sup> as National Truth and Reconciliation Day.
- 9.2** Friday, October 1 on Treaty Day, we will raise the Mi'kmaq Grand Council Flag at 2:00 pm. Council and staff are encouraged to attend and wear orange. Chief Bernard of Lennox Island has been invited to assist in the raising of the flag at the Kensington Railyards, near the Town Clock.
- 9.3** Councillor Toombs noted the sidewalk repair into the driveway of the vacant lot located at 111 Victoria Street should be repaired prior to winter.
- 9.4** Councillor Spencer noted the sidewalk/driveway installation at 9 School Street should also be completed prior to winter.
- 9.5** Councillor Spencer inquired if our records include updated tenant insurance certification. Mr. Baker confirmed that staff will move forward with ensuring each tenant submits an updated insurance certificate, as required by rental agreements.
- 9.6** Councillor Spencer inquired if the Kiddie Town Daycare will be re-opening in their location in the basement of the Town Hall. Mr. Baker confirmed that staff have not received any formal notice.
- 9.7** A Public Meeting will be held on Tuesday, September 28 at 6:00 PM at the Murray Education Centre regarding proposed amendments to the Official Plan and Development Control Bylaw.

**10. Correspondence**

- 10.1** A sponsorship request from the Kensington Moase Plumbing & Heating Vipers.

***Moved by Councillor Spencer, seconded by Councillor Gallant to recommend to Town Council the approval of a \$750.00 jersey sponsorship for the Kensington Moase Plumbing & Heating Vipers. Unanimously carried.***

*Deputy Administrator MacKinnon and Administrative Assistant Kim Caseley retired from the Council Chamber at 7:43 pm.*

**11. In-Camera (Closed Session) One item under Section 119(1)(d) of the Municipal Government Act**

**11.1** *Moved by Councillor Spencer, seconded by Councillor MacRae to move into an In-Camera session at 7:43 pm. Unanimously carried.*

**11.2** *Moved by Councillor Toombs, seconded by Councillor Spencer to come out of an In-Camera session at 9:09 pm. Unanimously carried.*

**12. Adjournment**

**12.1** *Moved by Councillor MacRae, seconded by Councillor Toombs to adjourn the meeting at 9:10 pm. Unanimously carried.*

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Geoff Baker,  
CAO

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Rowan Caseley,  
Mayor