

**Town of Kensington
Committee of Council Meeting
Tuesday, April 23, 2019
6:30 PM**

Council Members Present: Mayor, Rowan Caseley; Deputy Mayor, Coreen Pickering; Councillors: Spencer, Gallant, Bernard, Toombs and Mann.

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

Visitors: Adrien Wedge – Kensington Public Works Department

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. The Mayor advised Councillors that Town flags have been lowered to half-mast in recognition of the late Josh Underhay and his son Oliver, following a recent canoeing accident.

2. Adoption of Agenda

2.1 *Moved by Councillor Gallant, seconded by Councillor Bernard to approve the agenda for the April 2019 Committee of Council meeting. 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 Deputy Mayor Pickering, seconded by Councillor Toombs to approve the Committee of Council meeting minutes from March 25, 2019. Unanimously carried.*

6. Business Arising from Minutes

6.1 *Nil.*

7. Staff Reports

7.1 CAO's Report

7.1.1 *Moved by Councillor Bernard, seconded by Councillor Spencer to receive the April 2019 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.1.2 Mayor Caseley confirmed May 8th, 2019 at 6:00 pm for the Public Meeting to re-zone lands owned by Rocky Arsenault along Pleasant Street.

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Toombs, seconded by Councillor Spencer to recommend to Town Council the adoption of the March 2019 Fire Chief's Report as prepared by Fire Chief Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

7.3.1 *Moved by Councillor Spencer, seconded by Deputy Mayor Pickering to recommend to Town Council the adoption of the March 2019 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.4 Development Permit Summary Report

7.4.1 *Moved by Councillor Gallant, seconded by Deputy Mayor Pickering to recommended to Town Council the adoption of the April 2019 Development Permit Summary Report as prepared by Administrative Assistant, Kim Caseley. Unanimously carried.*

7.5 Financial Report (Summary Income Statement & Bills List)

7.5.1 *Moved by Councillor Spencer, seconded by Deputy Mayor Pickering to recommend to Town Council the approval of the General Bills List for March 2019 in the amount of \$167,321.93. Unanimously carried.*

7.5.2 *Moved by Councillor Gallant, seconded by Councillor Bernard to recommend to Town Council the approval of the Water & Pollution Control Corporation Bills List for March 2019 in the amount of \$7,281.41. Unanimously carried.*

7.6 Summary Income Statement

7.6.1 *Moved by Deputy Mayor Pickering, seconded by Councillor Gallant to recommend to Town Council the adoption of the Summary Income Statements for March 2019, as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

7.6.2 *Moved by Councillor Mann, seconded by Councillor Spencer to direct staff to expense the unfunded liability of accumulated sick time in the amount of \$65,357.44. Unanimously carried.*

7.7 Credit Union Centre Report

7.7.1 *Moved by Councillor Toombs, seconded by Deputy Mayor Pickering to recommend to Town Council the adoption of the Credit Union Centre Report for March 2019, as prepared by CUC Manager, Robert Wood. Unanimously carried.*

Councillor Gallant left the Council Chamber at 7:24 pm and returned at 7:25 pm

Mr. Baker excused himself from the Council Chamber at 7:26 pm and returned at 7:27 pm

8. New Business

8.1 Cable Crossover Machine Replacement – Fitplex

8.1.1 *Moved by Councillor Toombs, seconded by Councillor Bernard*

THAT Committee of Council recommend that Town Council proceed with the purchase of a Hoist Fitness CMD Cable Crossover Machine from Spartan Fitness at a cost of \$5,119.20 plus applicable taxes as per their quote dated January 22, 2019.

Unanimously carried.

8.2 Don Clark Ballfield Upgrades

8.2.1 *Moved by Councillor Gallant, seconded by Councillor Toombs*

THAT Committee of Council recommend to Town Council that they award a contract to Curran & Briggs Ltd. to complete the required upgrades to the Don Clark Ballfield as per their quote of \$5,800.00 plus HST dated April 4, 2019.

Unanimously carried.

8.3 Draft Wellfield Protection Plan

8.3.1 *Moved by Councillor Gallant, seconded by Councillor Bernard*

THAT Committee of Council recommend to Town Council that they to give approval to the Wellfield Protection Plan as drafted by the Kensington North Watersheds Association.

Unanimously carried.

8.4 Police Vehicle Proposal Consideration

8.4.1 *Moved by Councillor Spencer, seconded by Deputy Mayor Pickering*

THAT Committee of Council recommend that Town Council proceed with the purchase of a used 2017 Ford Taurus Police Cruiser from Martin's River Auto at a total cost of \$14,000 plus applicable taxes as per their quote dated March 19, 2019.

Unanimously carried.

9. Councillor Issues/Inquiries

9.1 Councillor Mann inquired about setting up separate reserve accounts for the Kensington Fire Department and the Credit Union Centre. Mr. Baker confirmed that staff are currently working on the development of a Bylaw to establish the reserve accounts.

9.2 Mayor Caseley provided Town Council with a current update from the Department of Transportation regarding road repairs planned for 2019. The Town is informed that a portion of Victoria Street East from Park Road to the main intersection will be re-surfaced in 2019. The town is further informed that a section of Woodleigh Drive, out to the Black Horse Corner, will be completed with an extended shoulder for bicycles, and a section of Pleasant Street, between Broadway Street North and Woodleigh Drive will be re-surfaced. The Town has requested additional work on Pleasant Street, between Broadway Street North and Linwood Drive and sections of Park Road if there is available funding.

10. Correspondence

10.1 *Nil.*

12. Adjournment

12.1 ***Moved by Councillor Bernard, seconded by Councillor Gallant to adjourn the meeting at 8:10 pm. Unanimously carried.***

Geoff Baker,
CAO

Rowan Caseley,
Mayor