

**Town of Kensington
Committee of Council Meeting
Monday, February 25, 2019
6:30 PM**

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

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

Regrets: Councillor Bernard and Councillor Mann

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.

2. Adoption of Agenda

2.1 *Moved by Councillor Toombs, seconded by Councillor Gallant to approve the agenda for the February 2019 Committee of Council meeting with the addition of item 8.C – Active Asset Management Plan. 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 Spencer to approve the Committee of Council meeting minutes from January 28, 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 Toombs, seconded by Councillor Gallant to receive the February 2019 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Gallant, seconded by Councillor Spencer to recommend to Town Council the adoption of the January 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 Councillor Gallant to recommend to Town Council the adoption of the January 2019 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.4 Development Permit Summary Report

7.4.1 *Nil*

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 January 2019 in the amount of \$230,488.98. Unanimously carried.*

7.5.2 *Moved by Councillor Toombs, seconded by Councillor Gallant to recommend to Town Council the approval of the Water & Pollution Control Corporation Bills List for January 2019 in the amount of \$9,278.40. Unanimously carried.*

7.6 Summary Income Statement

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

7.7 Credit Union Centre Report

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

Councillor Gallant left the Council Chamber at 7:34pm and returned at 7:36pm.

8. New Business

8.1 Tangible Capital Asset Capitalization and Amortization Policy – Draft

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

THAT Committee of Council recommend that Town Council give approval to the Tangible Capital Asset Capitalization and Amortization Policy at the regular March 11, 2019 meeting.

Unanimously carried.

8.2 20 Stewart Street Property

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

THAT Committee of Council recommend that Town Council authorize staff to proceed with disposal of the single residential dwelling on the 20 Stewart Street property be tendered for removal. If no acceptable tenders are received, staff shall proceed to solicit quotes to have the structure demolished and the property levelled.

Unanimously carried.

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

THAT Committee of Council recommend that Town Council authorize staff to proceed with disposing of the major appliances at their residential property 20 Stewart Street.

Unanimously carried.

8.3 Active Asset Management Plan

8.3.1 *Moved by Councillor Spencer, seconded by Councillor Toombs to direct staff to proceed with signing the Terms of Reference for the Active Asset Management Plan project with Public Sector Partners for the cost of \$1,600.00 plus applicable taxes.*

Unanimously carried.

9. Councillor Issues/Inquiries

9.1 *Nil.*

10. Correspondence

- 10.1** A request from the County Line Courier to advertise in their upcoming Farming publication.

Moved by Councillor Toombs, seconded by Deputy Mayor Pickering to direct staff to proceed with a coloured ¼ page advertisement in the upcoming Farming Publication in the County Line Courier at the cost of \$250.00 plus applicable taxes. Unanimously carried.

11. In-Camera (Closed Session)

- 11.1** *Nil*

12. Adjournment

- 12.1** *Moved by Deputy Mayor Pickering, seconded by Councillor Spencer to adjourn the meeting at 8:14 PM. Unanimously carried.*

Geoff Baker,
CAO

Rowan Caseley,
Mayor