

**Town of Kensington
Committee of Council Meeting
Monday, February 27, 2017
6:30 PM**

Council Members Present: Mayor Rowan Caseley; Deputy Mayor Rodney Mann
Councillors Spencer, Mill, Pickering and MacLean

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

Regrets: Councillor Doucette

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 Spencer, seconded by Councillor Mill to approve the agenda for the February 2017 Committee of Council meeting. Unanimously carried.*

3. Declaration of Conflict of Interest

3.1 Mayor Caseley discussed that Members of Town 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 MacLean, seconded by Councillor Pickering to approve the Committee of Council meeting minutes from November 28, 2016. Unanimously carried.*

6. Business Arising from Minutes

6.1 Councillor Spencer inquired if any quotes for the reconstruction of the ball field dugout have been received. Mr. Baker confirmed that one quote has been received for a steel fence construction and a second should be forthcoming shortly for wood construction.

7. Staff Reports

7.1 CAO's Report

7.1.1 *Moved by Councillor Pickering, seconded by Councillor MacLean to recommend to Town Council the adoption of the February 2017 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.1.2 Deputy Mayor Mann informed Council that there will be a temporary radio antenna installed at the Fire Hall on February 28, 2017.

7.1.3 Councillor Pickering inquired if there was any further information from the Malpeque Bay Credit Union regarding the naming rights for the Kensington Community Gardens Complex. Mayor Caseley will follow up and report to Council.

7.1.4 Councillor Pickering inquired on the status of the sound system quotes for the Train Station Gazebo. She also noted that entertainment will be booking up and that they should be scheduled shortly.

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Spencer, seconded by Councillor MacLean to recommend to Town Council the adoption of the January 2017 Fire Chiefs Report as prepared by Deputy Fire Chief Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

7.3.1 *Moved by Councillor Mill, seconded by Councillor MacLean to recommend to Town Council the adoption of the January 2017 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 MacLean to recommend to Town Council the adoption of the Development Permit Summary Report for February 2017 as prepared by Administrative Assistant, Kim Caseley. Unanimously carried.*

7.5 Financial Report (Summary Income Statement & Bills List)

7.5.1 *Moved by Deputy Mayor Mann, seconded by Councillor Spencer to recommend to Town Council the approval of the General Bills List for January 2017 in the amount of \$166,763.32. Unanimously carried.*

7.5.2 *Moved by Deputy Mayor Mann, seconded by Councillor MacLean to recommend to Town Council the approval of the Water and Pollution Control Bills List in the amount of \$27,044.42 as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

7.5.3 *Moved by Deputy Mayor Mann, seconded by Councillor Pickering to recommend to Town Council the adoption of the Summary Income Statements for January 2017, as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

7.6 Community Gardens Complex Report

7.6.1 Councillor Pickering reported that a new event is being developed for the 50th Anniversary for the Kensington Harvest Festival. The event will be held in partnership with the Kensington Fire Department. More detail will be provided as available.

8. New Business

8.1 Logo Usage Request

8.1.1 *Moved by Councillor Pickering, seconded by Councillor MacLean*

THAT Committee of Council recommend to Town Council that they allow “The Copy Shop” to use and reproduce the Town of Kensington Logo in accordance with the terms and conditions contained in the Logo Usage Agreement. Unanimously carried.

8.2 Blue Shank Trucking Subdivision and Re-Zoning Request

8.2.1 *Moved by Councillor Spencer, seconded by Councillor Pickering*

THAT Committee of Council recommend to Town Council the approval of Drawing No. 17018-P02 (Preliminary) as the plan of subdivision for PID No. 792580 as submitted by Blue Shank Trucking. Unanimously carried.

8.2.2 *Moved by Councillor Pickering, seconded by Councillor MacLean*

To direct staff to schedule a public meeting as per the requirements of the Planning Act, to hear public comments on re-zoning PID #972580 (Inclusive of Lot 17-1and Lot 17-2 and remainder) from R1 to R3. Unanimously carried.

8.3 Kensington Fire Department Policy and Standard Operating Guidelines Manual

8.3.1 Council discussed the Kensington Fire Department Policy and Standard Operating Guidelines Manual. Councillor Spencer indicated concerns with

respect to the leave of absence provisions and the qualifications for the Fire Chief appointment which will be provided to the consultant for consideration.

9. Councillor Issues/Inquiries

9.1 Deputy Mayor Mann notified Council that the Annual Fire District Meeting will be held on March 1, 2017.

9.2 Mr. Baker notified Council that a Mobile Vender application has been received and approved for Clem Arsenault to operate as a fresh fish vender truck out of the Legion Property along Victoria Street West.

10. Correspondence

10.1 *Nil*

11. In-Camera (Closed Session)

11.1 *Nil*

12. Adjournment

12.1 *Moved by Councillor Spencer, seconded by Councillor MacLean to adjourn the meeting at 7:31 PM. Unanimously carried.*

Wendy MacKinnon,
Deputy Administrator

Rowan Caseley,
Mayor