

**Town of Kensington  
Committee of Council Meeting  
Monday, October 26, 2020  
6:30 PM**

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

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

**Visitors:** Jason Simmonds – Journal Pioneer

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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, staff and visitors.

**2. Adoption of Agenda**

2.1 *Moved by Councillor Spencer, seconded by Councillor Toombs to approve the agenda for the October 26, 2020 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 Bernard to approve the Committee of Council meeting minutes from September 28, 2020. Unanimously carried.*

**6. Business Arising from Minutes**

6.1 *Nil*

## **7. Staff Reports**

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

**7.1.1** *Moved by Councillor Spencer, seconded by Councillor Toombs to receive and recommend approval to Town Council of the adoption of the October 2020 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

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

**7.2.1** *Moved by Councillor Bernard, seconded by Councillor Spencer to recommend to Town Council the adoption of the September 2020 Fire Chief's Report as prepared by Fire Chief Hickey. Unanimously carried.*

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

**7.3.1** *Moved by Councillor Toombs, seconded by Councillor Spencer to recommend to Town Council the adoption of the September 2020 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 Deputy Mayor Pickering to receive the October 2020 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 Toombs, seconded by Councillor Gallant to recommend to Town Council the approval of the General Bills List for September 2020 in the amount of \$221,926.51. Unanimously carried.*

**7.5.2** *Moved by Councillor Toombs, seconded by Councillor Mann to recommend to Town Council the approval of the Water & Pollution Control Corporation Bills List for September 2020 in the amount of \$6,088.87. Unanimously carried.*

### **7.6 Summary Income Statement**

**7.6.1** *Moved by Councillor Mann, seconded by Councillor Spencer to recommend to Town Council the adoption of the Summary Income Statements for September 2020, 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 recommend to Town Council the adoption of the Credit Union Centre Report for September 2020, as prepared by CUC Manager, Robert Wood. Unanimously carried.*

**8. New Business**

**8.1 Development Permit Application – 12 Park Road**

**8.1.1** *Moved by Councillor Toombs, seconded by Councillor Gallant to recommend to Town Council the approval of the development permit application from Building Blocs to construct a 16'x33' addition to the existing building located at 12 Park Road.*

*Unanimously carried.*

**9. Councillor Issues/Inquiries**

**9.1** Mayor Caseley noted that details pertaining to the 2020 Remembrance Day service is not confirmed at this time.

**9.2** Mr. Baker provided an update on the Municipal Restructuring Application to IRAC.

**10. Correspondence**

**10.1** A donation request from the Kensington Moase Plumbing and Heating Vipers.

*Following Council discussions, it was determined that the request be tabled for consideration at the November Council Meeting on November 9, 2020.*

*Jason Simmonds excused himself from the Council Chamber at 7:30 pm.*

*Mr. Baker excused himself from the Council Chamber at 7:30 pm and returned at 7:31 pm.*

*Deputy Mayor Pickering excused herself from the Council Chamber at 7:31 pm and returned at 7:33 pm.*

**11. In-Camera (Closed Session)**

**11.1** *Moved by Councillor Toombs, seconded by Councillor Spencer to enter into an in-camera session pertaining to three items pursuant to Section 119 (b) & (e) of the Municipal Government Act. at 7:33 PM.*

**11.2** *Moved by Councillor Toombs, seconded by Councillor Spencer to come out of an in-camera session at 8:29 PM.*

**12. Adjournment**

**12.1** *Moved by Councillor Toombs, seconded by Councillor Spencer to adjourn the meeting at 8:29 pm. Unanimously carried.*

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Geoff Baker,  
CAO

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Rowan Caseley,  
Mayor