

**Town of Kensington
Committee of Council Meeting
Tuesday, May 23, 2023
6:43 PM**

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

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

Visitors: Matthew Bowness – Island Structural Systems

1. Calling of Meeting to Order

1.1 Mayor Caseley called the meeting to order at 6:43 pm and welcomed the Committee of Council members, staff, and visitors to the May Committee of Council meeting. 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 Deputy Mayor Spencer to approve the agenda for the May 23, 2023, Committee of Council meeting. Unanimously carried.*

3. Declaration of Conflict of Interest

3.1 Mayor Caseley discussed that Members of the 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 Spencer, seconded by Councillor Doucette to approve the Committee of Council meeting minutes from April 24, 2023. 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 and recommend Town Council's approval to adopt the May 2023 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.1.2 Town Council discussed the extension of sewer services to a property located at 130 Broadway Street N. Mr. Baker confirmed that the Town has agreed to maintain the existing septic waste system until the extension can be completed. Staff continue to work towards having the property connected to the central sewer system.

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor MacRae, seconded by Deputy Mayor Spencer to receive and recommend Town Council's approval to adopt the April 2023 Fire Chief's Report as prepared by Fire Chief Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

7.3.1 *Moved by Deputy Mayor Spencer, seconded by Councillor Toombs to receive and recommend Town Council's approval to adopt the April 2023 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.4 Development Permit Summary Report

7.4.1 *Moved by Councillor MacRae, seconded by Councillor Doucette to receive the Development Permit Summary Report for the month of May as prepared by Municipal Clerk, Kim Caseley. Unanimously carried.*

7.5 Financial Report - Bills List

7.5.1 *Moved by Councillor Toombs, seconded by Councillor Mann to receive and recommend Town Council's approval to adopt the General Bills for April 2023 in the amount of \$206,407.26. Unanimously carried.*

7.5.2 *Moved by Councillor Toombs, seconded by Councillor Mann to receive, and recommend Town Council's approval to adopt the Water & Sewer Utility Bills for April 2023 in the amount of \$17,099.66. Unanimously carried.*

7.5.3 *Moved by Councillor MacRae, seconded by Councillor Mann to receive and recommend Town Council's approval to adopt the Capital Expenditures for April 2023 in the amount of \$870,163.56. Unanimously carried.*

7.6 Summary Income Statement

7.6.1 *Moved by Councillor Mann, seconded by Councillor Gallant to receive and recommend Town Council's approval to adopt the Summary Income Statements for April 2023, as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

7.7 Credit Union Centre Report

7.7.1 *Moved by Deputy Mayor Spencer, seconded by Councillor Toombs to receive and recommend Town Council's approval to adopt the Credit Union Centre Report for April 2023, as prepared by CUC Manager, Robert Wood. Unanimously carried.*

8. New Business

8.1 12 Gerald McCarville Dr. Development Permit Application

Moved by Councillor Doucette, seconded by Councillor Gallant

THAT Committee of Council recommend to Town Council that approval be given to a development permit application submitted by Todd Moase, on behalf of PEI Crematorium for an addition to the existing building on a property located at 12 Gerald McCarville Dr., PID No. 901694.

Unanimously carried.

9. Councillor Issues/Inquiries

9.1 Mayor Caseley confirmed that SustainAgro Ltd. will host a Public Open House on Wednesday, May 24th from 6:30-8:30 pm to inform the public about their proposed development in the Town of Kensington Business Park.

9.2 May 27, 2023 Kensington Police Service will host their Annual Fishing Derby at the Alysha Toombs Memorial Park starting at 8:30 am.

- 9.3 Staff anticipate a Special Meeting to be scheduled in June for the review of the Official Plan and Bylaw review updates with Hope Parnham.
- 9.4 Councillor Toombs expressed his appreciation for the upgrades to the decks at the Alysha Toombs Memorial Park.
- 9.5 Deputy Mayor Spencer requested the temporary fencing located at 88 Victoria Street W. be removed or made more presentable.

10. Correspondence

- 10.1 A certificate from CanROC that was presented to the Kensington Fire Department.
- 10.2 A Thank You card from the Senior Surfers for recent upgrades to the deck and ramp, and the installation of new smoke detectors at the Senior Centre.

11. In-Camera (Closed Session)

Nil.

12. Adjournment

- 12.1 *Moved by Councillor Toombs, seconded by Councillor Doucette to adjourn the meeting at 7:33 pm. Unanimously carried.*

Geoff Baker,
CAO

Rowan Caseley,
Mayor