

**Town of Kensington
Committee of Council Meeting
Monday, November 28, 2022
6:30 PM**

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

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

Regrets: Deputy Mayor Pickering

Visitors: Councillor Elect – Tyler Doucette

1. Calling of Meeting to Order

1.1 Mayor Caseley called the meeting to order at 6:30 pm and welcomed the Committee of Council members, staff, and visitors to the November 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 Councillor Spencer to approve the agenda for November 28, 2022, 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 Councillor Toombs, seconded by Councillor MacRae to approve the Committee of Council meeting minutes from October 24, 2022. 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 Town Council's approval to adopt the November 2022 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Spencer, seconded by Councillor MacRae to receive and recommend Town Council's approval to adopt the October 2022 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 receive and recommend Town Council's approval to adopt the October 2022 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 Spencer to receive the Development Permit Summary Report for the month of November as prepared by Municipal Clerk, Kim Caseley. Unanimously carried.*

7.5 Financial Report - Bills List

7.5.1 *Moved by Councillor Mann, seconded by Councillor Spencer to receive and recommend Town Council's approval to adopt the General Bills for October 2022 in the amount of \$210,746.09. Unanimously carried.*

7.5.2 *Moved by Councillor Mann, seconded by Councillor Toombs to receive and recommend Town Council's approval to adopt the Capital Expenditures for October 2022 in the amount of \$237,501.68. Unanimously carried.*

7.5.3 *Moved by Councillor Mann, seconded by Councillor Spencer to receive, and recommend Town Council's approval to adopt the Water & Sewer Utility Bills for October 2022 in the amount of \$25,301.44. Unanimously carried.*

Deputy Chief Yuill excused himself from the Council Chamber at 6:39 pm.

7.6 Summary Income Statement

7.6.1 *Moved by Councillor Mann, seconded by Councillor Spencer to receive and recommend Town Council's approval to adopt the Summary Income Statements for October 2022, as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

7.7 Credit Union Centre Report

7.7.1 *Moved by Councillor Spencer, seconded by Councillor MacRae to receive and recommend Town Council's approval to adopt the Credit Union Centre Report for October 2022, as prepared by CUC Manager, Robert Wood. Unanimously carried.*

8. New Business

8.1 2022 Credit Union Centre Upgrades

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

WHEREAS Section 164 of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1. authorizes a Town Council to borrow money for the completion of a capital project;

AND WHEREAS Town Council intends to undertake and complete the Kensington Credit Union Centre Upgrades capital project over 2022 and 2023 valued at \$2,032,077.19, with the Federal government funding 40% of the project, the Provincial government funding 33% of the project, and the Town of Kensington funding 26.67% of the project;

AND WHEREAS the amount to be borrowed will not cause the Town to exceed its legislated debt capacity;

BE IT RESOLVED that the Town of Kensington be empowered to borrow up to \$500,000.00 from the Scotiabank, under the following terms:

- i i repayable in full by Town Council over an amortization period up to 25 years.*
- ii at an interest rate, as negotiated with the lender, with interest payable monthly.*
- iii advances repayable on demand.*

Unanimously carried.

Councillor Mann declared a conflict and excused himself from the Council Chamber at 6:48 pm.

8.2 Kensington Junior (U7) Vipers Ice Time Donation Request

8.2.1 Moved by Councillor Gallant, seconded by Councillor Toombs

BE IT RESOLVED THAT Committee of Council recommend to Town Council that the ice time rental donation request for the Kensington and Area Minor Hockey Association's 2022 Under 7 Jamboree Tournament being held at the Kensington Credit Union Centre on December 27, 2022, be hereby approved.

Unanimously carried.

Councillor Mann returned to the Council Chamber at 6:50 pm.

8.3 MBS Radio – 2022 Christmas Greeting

8.3.1 Moved by Councillor Spencer, seconded by Councillor Gallant

BE IT RESOLVED THAT Committee of Council authorize the CAO to proceed with a contract with MBS Radio to facilitate 28 – 15 second Christmas greetings on the following radio stations: MAX 93.1, SPUD FM and CFCY, as per MBS Radio's quote in the amount of \$532.00 plus HST.

Unanimously carried.

8.4 Town Council Laptop Replacement

8.4.1 Moved by Councillor Spencer, seconded by Councillor Toombs

BE IT RESOLVED THAT Committee of Council recommend to Town Council that the contract for the replacement of six laptops be awarded to Combat Computers as per their quote dated October 20, 2022 in the amount of \$7,133.94 plus HST and ACES.

Unanimously carried.

9. Councillor Issues/Inquiries

- 9.1** Mayor Caseley reminded members of Council that the Annual Christmas Parade will be held on Sunday, December 4th at 5:00 pm and the Town float will be collecting non-perishable food items in aid of the Kensington Lions Club Food Bank.
- 9.2** Mayor Caseley confirmed the Annual Christmas Dinner for Council and staff will be held at Family & Friends Restaurant on Monday, December 5, 2022, at 6:30 pm.

- 9.3 A reminder there will be no Committee of Council meeting in December.
- 9.4 The Mayor's Annual New Years Levee will be held between 11:30 am – 1:00 pm at Family & Friends Restaurant.
- 9.5 The swearing-in ceremony for Council will take place at the Council Chamber on December 7, 2022, at 7:00 pm.

10. Correspondence

- 10.1 A letter to Chief Lewie Sutherland, from Premier Dennis King, recognizing his 18 years of service as a member of the Law Enforcement community on Prince Edward Island.
- 10.2 Kids Help Phone Donation Letter – *Monthly contributions previously approved.*
- 10.3 A letter from the Kensington Senior Surfers requesting the Town to consider the purchase, installation, and maintenance of an Automated External Defibrillator (AED), fire extinguisher, smoke detectors, and carbon monoxide detectors.

Mayor Caseley reported that adequate fire extinguishers, smoke detectors, and carbon monoxide detectors have been addressed. Council is asked to consider the purchase of the AED unit.

Moved by Councillor Spencer, seconded by Councillor MacRae to purchase an Automated External Defibrillator (AED) unit for the Kensington Senior Centre. Unanimously carried.

- 10.3.1 Committee of Council further discussed the AED inventory at other Town-owned facilities. Staff will evaluate the purchase of a portable AED unit for the Public Works department, and in the meantime, the AED unit from the EVK Swimming Pool will be utilized there during the closed months.
- 10.3.2 Councillor Spencer requested that EPI Pens be purchased and made available at the Kensington Emergency Reception Centre (Murray Christian Centre) and at the Credit Union Centre. Mr. Baker will investigate having these purchased.
- 10.4 A request from the Native Council of PEI for donations towards their Youth Christmas Gift Event.
- Moved by Councillor Spencer, seconded by Councillor Mann the approval of a \$250.00 donation to the Native Council of Prince Edward Island in support of their Youth Christmas Gift Event. Unanimously carried.***

11. In-Camera (Closed Session)

- 11.1 *Nil.*

12. Adjournment

- 12.1** *Moved by Councillor Spencer, seconded by Councillor MacRae to adjourn the meeting at 7:14 pm. Unanimously carried.*

Geoff Baker,
CAO

Rowan Caseley,
Mayor