

**Town of Kensington
Committee of Council Meeting
Monday, October 28, 2019
6:30 PM**

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

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

Regrets: Deputy Mayor, Coreen Pickering

Visitors: Adrien Wedge - Resident

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 Bernard to approve the agenda for the October 2019 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 Councillor Toombs, seconded by Councillor Spencer to approve the Committee of Council meeting minutes from September 23, 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 Spencer, seconded by Councillor Bernard to receive the October 2019 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Toombs, seconded by Councillor Gallant to recommend to Town Council the adoption of the September 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 Bernard to recommend to Town Council the adoption of the September 2019 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 Toombs to receive the October 2019 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 Mann, seconded by Councillor Spencer to recommend to Town Council the approval of the General Bills List for September 2019 in the amount of \$211,395.03. Unanimously carried.*

7.5.2 *Moved by Councillor Mann, seconded by Councillor Spencer to recommend to Town Council the approval of the Water & Pollution Control Corporation Bills List for September 2019 in the amount of \$6,431.24. Unanimously carried.*

7.6 Summary Income Statement

7.6.1 *Moved by Councillor Mann, seconded by Councillor Toombs to recommend to Town Council the adoption of the Summary Income Statements for September 2019, 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 Bernard to recommend to Town Council the adoption of the Credit Union Centre*

*Report for September 2019, as prepared by CUC Manager, Robert Wood.
Unanimously carried.*

8. New Business

8.1 Annual Christmas Bonus – 2019

8.1.1 *Moved by Councillor Toombs, seconded by Councillor Gallant
THAT Committee of Council recommend to Town Council that
authorization be given to the CAO to administer Christmas bonuses to all
exempt staff in the amount of \$200.00 net to each employee. Unanimously
carried.*

9. Councillor Issues/Inquiries

9.1 Mayor Caseley noted that Samaritans Purse expressed their appreciation to the Town of Kensington for their recent donation.

9.2 Mayor Caseley confirmed that Councillor Rodney Mann would be the Town's new representative on the Kensington & Area Chamber of Commerce board of directors.

9.3 Councillor Gallant inquired about the ongoing concern of visitors smoking on Town Property, specifically the Credit Union Centre. Mr. Baker will speak with Mr. Wood to evaluate the need for additional signage and enforcement at the arena.

9.4 It was reported that the lights at the Railyards area are not turning on. Mr. Baker noted that they are on a timer and will request staff to make the required adjustments. It was requested that staff look into converting the lights to a photovoltaic system.

9.5 Councillor Gallant noted that the shoulder of the road along Barrett Street is very low. Mr. Baker will speak with Department of Transportation and request the area to be built up level with the road.

9.6 Councillor Spencer inquired about the repair and clean-up of the industrial park signage that was damaged during Hurricane Dorian. Mr. Baker will follow up with the signage company and provide councillors with an update.

9.7 Committee of Council discussed the current status of the repairs to the EVK Swimming Pool. Mr. Baker suggested that a discussion regarding the long-term plans should be made a priority.

10. Correspondence

10.1 A letter from Minister James Aylward in response to the Town's letter on the Prince Edward Island Family Physician Action Plan.

10.2 A Thank You note from the Kensington & Area Senior Surfers Club for the Towns donation of re-useable bags.

10.3 A thank you card from the KISH Baby Think it Over program for the Towns donation.

11. In-Camera (Closed Session)

11.1 *Nil.*

12. Adjournment

12.1 *Moved by Councillor Toombs, seconded by Councillor Bernard to adjourn the meeting at 7:14 pm. Unanimously carried.*

Geoff Baker,
CAO

Rowan Caseley,
Mayor