

**Town of Kensington
Committee of Council Meeting
Monday, September 25, 2023
6:30 PM**

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

Staff Members Present: Chief Administrative Officer, Geoff Baker; Clerk, Kim Caseley; Manager of Finance, Dellon Paul

Visitors: Hope Parnham – DV8 Consulting

Regrets: Councillor Gallant

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 September 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 MacRae, seconded by Councillor Doucette to approve the agenda for the September 25, 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 Hope Parnham, with DV8 Consulting, made a presentation to Town Council on the recently updated Town of Kensington Official Plan and Development Control Bylaw.

Hope Parnham excused herself from the Council Chamber at 7:22 pm.

4.2 *Moved by Councillor Toombs, seconded by Councillor MacRae to recommend to*

Town Council the acceptance of the Draft Kensington Official Plan and Development Control Bylaw, as recommended by Hope Parham of DV8 Consulting, and to direct staff to proceed with scheduling a public consultation.

Unanimously carried.

5. Adoption of Previous Meeting Minutes

5.1 *Moved by Councillor Toombs, seconded by Councillor Doucette to approve the Committee of Council meeting minutes from September 25, 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 Doucette, seconded by Deputy Mayor Spencer to receive and recommend Town Council's approval to adopt the September 2023 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.1.2 Councillor Mann inquired about the arrival and installation of the new ice plant at the Credit Union Centre. Mr. Baker confirmed the project is still on schedule and assuming there are no unforeseen issues, staff plan to have the ice making process started by October 15, 2023.

7.1.3 Deputy Mayor Spencer requested an update on the proposed parking lot development behind the Provincial Credit Union. Mayor Caseley confirmed that WSP had an initial meeting with the Town and will review ground elevation and compile a full report back to Town Council.

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Toombs, seconded by Councillor Doucette to receive and recommend Town Council's approval to adopt the August 2023 Fire Chief's Report as prepared by Fire Chief Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

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

7.4 **Development Permit Summary Report**

7.4.1 *Moved by Deputy Mayor Spencer, seconded by Councillor Toombs to receive the Development Permit Summary Report for the month of September 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 Toombs to receive and recommend Town Council's approval to adopt the General Bills for May 2023 in the amount of \$204,555.38. Unanimously carried.*

7.5.2 *Moved by Councillor Mann, seconded by Deputy Mayor Spencer to receive and recommend Town Council's approval to adopt the Capital Expenditures for May 2023 in the amount of \$168,225.09. Unanimously carried.*

7.5.3 *Moved by Councillor Mann, seconded by Deputy Mayor Spencer to receive, and recommend Town Council's approval to adopt the Water & Sewer Utility Bills for May 2023 in the amount of \$18,635.27. Unanimously carried.*

7.5.4 *Moved by Councillor Toombs, seconded by Councillor Mann to receive and recommend Town Council's approval to adopt the General Bills for June 2023 in the amount of \$286,998.44. Unanimously carried.*

7.5.5 *Moved by Councillor Toombs, seconded by Councillor MacRae to receive and recommend Town Council's approval to adopt the Capital Expenditures for June 2023 in the amount of \$358,570.61. Unanimously carried.*

7.5.6 *Moved by Councillor Mann, seconded by Councillor Toombs to receive, and recommend Town Council's approval to adopt the Water & Sewer Utility Bills for June 2023 in the amount of \$4,154.68. Unanimously carried.*

7.5.7 *Moved by Councillor Mann, seconded by Councillor Doucette to receive and recommend Town Council's approval to adopt the General Bills for July 2023 in the amount of \$223,373.01. Unanimously carried.*

7.5.8 *Moved by Councillor Mann, seconded by Councillor Toombs to receive and recommend Town Council's approval to adopt the Capital Expenditures for July 2023 in the amount of \$691,307.17. Unanimously carried.*

7.5.9 *Moved by Councillor Mann, seconded by Councillor MacRae to receive, and recommend Town Council's approval to adopt the Water & Sewer Utility Bills for July 2023 in the amount of \$15,222.02. Unanimously carried.*

7.5.10 *Moved by Councillor Mann, seconded by Councillor Toombs to receive and recommend Town Council's approval to adopt the General Bills for August 2023 in the amount of \$242,498.71. Unanimously carried.*

7.5.11 *Moved by Councillor Toombs, seconded by Councillor Mann to receive and recommend Town Council's approval to adopt the Capital Expenditures for August 2023 in the amount of \$394,970.27. Unanimously carried.*

7.5.12 *Moved by Councillor Toombs, seconded by Councillor MacRae to receive, and recommend Town Council's approval to adopt the Water & Sewer Utility Bills for August 2023 in the amount of \$13,062.93. Unanimously carried.*

7.6 Summary Income Statement

7.6.1 *Moved by Councillor Mann, seconded by Deputy Mayor Spencer to receive and recommend Town Council's approval to adopt the Summary Income Statements for August 2023, as prepared by Manager of Finance, Dellon Paul. Unanimously carried.*

7.7 Credit Union Centre Report

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

7.7.2 Councillor MacRae suggested that staff run a promotional campaign to increase membership at the FitPlex.

8. New Business

8.1 Ground Site Agreement – Island Telecom Services Inc.

8.1.1 Moved by Deputy Mayor Spencer seconded by Councillor Toombs

BE IT RESOLVED THAT Committee of Council authorize the Mayor and Chief Administrative Officer to execute a Ground Site Agreement with Island Telecom Services to facilitate the installation of an Internet Service Delivery Point of Presence Cabinet on PID No. 498212 (16 Gerald McCarville Drive, Water Tower Property), exact location on the property to be determined

Unanimously carried.

8.1.2 Moved by Deputy Mayor Spencer seconded by Councillor Toombs

BE IT RESOLVED THAT Committee of Council, in the interest of expediency, authorize the Chief Administrative Officer to sign, evaluate and approve an Industrial Development Permit Application from Island Telecom Services Inc., subject to full compliance with the Town's Development Control Bylaw once an application has been submitted to the Town for consideration. Committee of Council recognizes that the Town's Development Control Bylaw does not currently authorize the Chief Administrative Officer to approve such permits without the prior approval of Town Council.

Unanimously carried.

9. Councillor Issues/Inquiries

- 9.1** Mayor Caseley confirmed the next meeting of Town Council will be held on Tuesday, September 10, as Monday is the Thanksgiving Holiday.
- 9.2** September 30th is National Day for Truth and Reconciliation.
- 9.3** Councillor MacRae noted reports of coyotes near the Confederation Trail in the area of Provincial Boat and Marine. Mr. Baker confirmed they have been reported to the Department of Environment – Wildlife division.
- 9.4** Deputy Mayor Spencer noted that several storyboards along the Confederation Trail behind the Haunted Mansion have been damaged and require repair.

10. Correspondence

- 10.1** A letter from Under the Spire Music Festival requesting support for the Robert Kortgaard Awards for Youth Musical Excellence. - *Received*

10.2 A construction update from the PEI Humane Society announcing a pause in construction due to unforeseen cost increases. - *Tabled*

11. In-Camera (Closed Session)

Nil.

12. Adjournment

12.1 *Moved by Councillor Toombs, seconded by Councillor MacRae to adjourn the meeting at 8:17 pm. Unanimously carried.*

Geoff Baker,
CAO

Rowan Caseley,
Mayor