

**Town of Kensington**  
**Minutes of Regular Council Meeting**  
**Monday, December 10, 2012**  
**7:00 PM**

**Council Members Present:** Mayor Gordon Coffin; Councillors: Deputy Mayor Caseley, Gallant, Spencer, Mann, Mill and MacLean

**Staff Members Present:** Chief Administrative Officer, Geoff Baker; Deputy Administrator, Wendy MacKinnon; Administrative Assistant, Kim Verhulp Police Chief, Lewis Sutherland

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**1. Calling of Meeting to Order**

**1.1** Mayor Coffin called the meeting to order at 7:00 PM and welcomed Council members and staff.

**2. Approval of Tentative Agenda**

**2.1** *Moved by Councillor Spencer, seconded by Councillor MacLean to approve the tentative agenda for the December 10, 2012 regular meeting of Town Council with an additional item for other matters. Unanimously carried.*

**3. Approval of Minutes of Previous Meeting**

**3.1** *Moved by Deputy Mayor Caseley, seconded by Councillor Spencer to approve the minutes for the November 13, 2012 regular Council Meeting. Unanimously carried.*

**4. Business Arising from Minutes**

**4.1 Minutes from November 13, 2012 Regular Council Meeting**

**4.1.1** The intent is to bring the revised Official Plan and Development Control Bylaw to the January meeting of Town Council for first reading.

**4.1.2** Councillor MacLean expressed his appreciation to staff on having the outdoor lights repaired at the Community Gardens Complex.

**4.1.3** CAO is awaiting information from the Western School Board regarding their policy at the QEES playground and if it is available for use of non-school aged children during school hours.

## **5. Committee Reports**

### **5.1 Police Report**

**5.1.1** *Moved by Councillor MacLean, seconded by Deputy Mayor Caseley to adopt the December 2012 Police Committee Report as prepared by Police Chief Sutherland. Unanimously carried.*

**5.1.2** Chief Sutherland thanked Town Council on behalf of the Police Department for the annual Staff Christmas Dinner.

### **5.2 Property Committee Report**

**5.2.1** *Moved by Councillor Gallant, seconded by Councillor Mill to approve the Property Committee report for the month of November as presented by Councillor Gallant. Unanimously carried.*

### **5.3 Parks and Recreation**

**5.3.1** *Moved by Councillor Mill, seconded by Councillor MacLean to approve the Parks and Recreation report for the month of November. Unanimously carried.*

**5.3.2** The replacement of the Town parade float will be reviewed during budget deliberations.

### **5.4 Public Works Report**

**5.4.1** *Moved by Councillor Spencer, seconded by Councillor Mann to adopt the November 2012 Public Works Report as presented by Councillor Spencer. Unanimously carried.*

**5.4.2** *Moved by Councillor Spencer, seconded by Councillor Mann to approve the expenditure of a walk behind snow blower not to exceed \$3,000.00. Unanimously carried.*

**5.4.3** *Moved by Councillor Spencer, seconded by Councillor MacLean to approve the signing of the winter services agreement with the Provincial Department of Transportation and Public Works for the 2012/2013 snow clearing season (November 15 to April 15) at a rate of \$4775.20 per kilometer (9.34 kms) for a total cost of \$46,830.39 taxes included with the Province of PEI. Unanimously carried.*

### **5.5 Fire Report**

**5.5.1** *Moved by Councillor Mann, seconded by Deputy Mayor Caseley to adopt the November 2012 Fire Report as presented by Councillor Gallant. Unanimously carried.*

## **5.6 Finance and Administration Report**

- 5.6.1** *Moved by Deputy Mayor Caseley, seconded by Councillor Spencer to adopt the Finance and Administration Committee report for the month of November 2012, as presented by Deputy Mayor Caseley. Unanimously carried.*
- 5.6.2** *Moved by Deputy Mayor Caseley, seconded by Councillor Gallant to approve the payment of bills in the amount of \$208,931.57 for the month of November 2012. Unanimously carried.*
- 5.6.3** *Moved by Deputy Mayor Caseley, seconded by Councillor Spencer to approve the November 2012 Summary Income Statement as presented by Deputy Mayor Caseley. Unanimously carried.*

## **5.7 Community Gardens Complex Committee**

- 5.7.1** *Moved by Deputy Mayor Caseley, seconded by Councillor MacLean to approve the Community Gardens Complex Committee report for November 2012 as presented by Deputy Mayor Caseley. Unanimously carried.*
- 5.7.2** *Moved by Deputy Mayor Caseley, seconded by Councillor Mill to approve a free public skate at the Kensington Community Gardens Complex on December 26, 2012. Unanimously carried.*
- 5.7.3** *WHEREAS S. 43 of the Municipalities Act, R.S.P.E.I., Cap. M-13, Prince Edward Island authorizes a council to borrow money for the purpose of providing certain services;*

*BE IT RESOLVED that Kensington Town Council authorizes the consolidation of existing loans for 1) financing renovations to the Community Gardens Complex and 2) financing the purchase and installation of a 50 kW wind turbine. Such new loan is repayable by the Town of Kensington in 180 equal monthly payments of principle (\$1,400.00) commencing January 2013 and a final payment of the balance of principle and interest then outstanding due December 2017. The term of the loan is 5 years and the amortization is 15 years.*

*Moved by Deputy Mayor Caseley, seconded by Councillor Gallant. Unanimously carried.*

- 5.7.4** *Town Council gave direction to have the heaters turned on in the stands of the Kensington Community Gardens Arena at no additional cost.*

**5.8 Kensington 2014 Celebrations Committee**

**5.8.1** *Moved by Deputy Mayor Caseley, seconded by Councillor Mill to approve the Kensington 2014 Celebrations Committee report for the month of November as presented by Deputy Mayor Caseley. Unanimously carried.*

**5.8.2** *Moved by Deputy Mayor Caseley, seconded by Councillor Gallant to approve a \$24,000.00 line item in the 2013 Budget as an operational expense fund for the Kensington 2014 Celebrations Committee. Unanimously carried.*

**5.9 Mayor's Report**

**5.9.1** *Moved by Deputy Mayor Caseley, seconded by Councillor MacLean to approve the Mayor's report for the month of November 2012. Unanimously carried.*

**6. Fire Department Emergency Reponse Reply System**

**6.1** *Moved by Councillor Mann, seconded by Councillor Gallant THAT Town Council approve the CAO to enter into a one year subscription with I Am Responding service providers on behalf of the Kensington Fire Department and further that the CAO be authorized to purchase a 40" tv monitor for the fire department at a cost of \$449.99 and further that the CAO be authorized to purchase 2 iphones for the Deputy Fire Chief's in the amount of \$79.95 each plus monthly subscription costs.. Unanimously carried.*

**7. Donation Policy**

**7.1** *Moved by Deputy Mayor Caseley, seconded by Councillor Spencer to approve the Donation Policy #01-103-12. Unanimously carried.*

**8. Access to Information Policy**

**8.1** *Moved by Deputy Mayor Caseley, seconded by Councillor MacLean to approve the Access to Information Policy # 02-103-12 . Unanimously carried.*

**9. Speed Limit Bylaw**

**9.1** *Moved by Councillor MacLean, seconded by Councillor Gallant to approve first reading to the Town of Kensington Speed Limit Bylaw reducing the speed of motor vehicles on town owned streets to 40 km/h. Unanimously carried.*

*Moved by Deputy Mayor Caseley, seconded by Councillor Gallant to recess for 10 minutes at 9:07 PM. Unanimously carried.*

*Mayor Coffin called meeting back to order at 9:19 PM*

## 10. Correspondence

- 10.1 A letter from the Kensington United Church requesting an additional disabled parking space in front of the Church. – *Additional parking spot will be included in the Town's 2013 annual line painting program.*
- 10.2 A letter from United Way requesting financial donations – *Request denied.*
- 10.3 *Moved by Councillor Mill, seconded by Councillor Gallant to approve the \$100.00 annual membership fee for 2013 for the Island Trails. Unanimously carried.*
- 10.4 A thank you card from the family of the late Earl Cole.

## 11. Committee of the Whole (In-Camera)

- 11.1 *Moved by Councillor MacLean, seconded by Councillor Mill to commence into Committee of the Whole meeting at 9:28 PM. Unanimously carried.*
- 11.2 *Moved by Councillor MacLean, seconded by Councillor Spencer to come out of Committee of the Whole meeting at 10:05 PM. Unanimously carried.*
- 11.3 *Moved by Deputy Mayor Caseley, seconded by Councillor Spencer THAT the Town of Kensington submit an application to the Island Community Fund to facilitate the completion of the Kensington Business Centre Renovation Project.*
- The Council understands that all future operations and maintenance costs associated with and resulting from the project will be the responsibility of the Town of Kensington. Unanimously carried.*

## 12. Other Matters

- 12.1 Council discussed the request for donation from the Kensington Scouts for their annual Jamboree in 2013.
- 12.2 The Annual Mayors Levee will be held on January 1, 2013 from 12:00 – 1:30 PM.
- 12.3 *Moved by Deputy Mayor Caseley, seconded by Councillor Gallant to direct the CAO to draft a policy statement in regards to alcoholic beverages at town functions. Unanimously carried.*
- 12.4 The Public Works Committee will review the possibility of adding street lights along the main corridors into town as well as other select areas throughout the town.

## 13. Adjournment

*Moved by Councillor MacLean seconded by Deputy Mayor Caseley to adjourn the meeting at 10:25 PM. Unanimously carried.*

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Wendy MacKinnon,  
Deputy Administrator

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Gordon Coffin,  
Mayor