

**Town of Kensington
Minutes of Regular Council Meeting
Monday, February 8, 2016
7:00 PM**

Council Members Present: Mayor Rowan Caseley; Councillors: Deputy Mayor Mann, Spencer, MacLean, Pickering and Doucette

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

Regrets: Councillor Mill

1. Calling of Meeting to Order

1.1 Mayor Caseley 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 MacLean, seconded by Councillor Spencer to approve the tentative agenda for the February 8, 2016 regular meeting of Town Council with the amendment that item #12 Snow and Ice Control Policy be added to the agenda. Unanimously carried.*

3. Declaration of Conflict of Interest

3.1 Mayor Caseley discussed that Members of Town 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.

3.2 Mayor Caseley declared a conflict with an item included in the correspondence package, specifically a letter from a resident in the vicinity of 2 North Street outlining concerns with the development of the property as a private parking area. Councillor MacLean and Councillor Mann declared a conflict with a financial donation request from Volleyball PEI as they are related to one of the signatories on the request.

4. Delegations / Presentations

4.1 Nil

5. Approval of Minutes of Previous Meeting

5.1 *Moved by Councillor Spencer, seconded by Councillor Doucette to approve the minutes from the January 11, 2016 regular meeting of Town Council. Unanimously carried.*

6. Business Arising from Minutes

6.1 Nil

7. Committee Reports

7.1 Public Safety Committee

7.1.1 *Moved by Councillor Doucette, seconded by Councillor MacLean to adopt the January 2016 Public Safety Committee Report as presented by Councillor Doucette. Unanimously carried.*

7.1.2 *Moved by Councillor Doucette, seconded by Councillor Spencer to adopt the January 2016 Fire Chiefs Report as prepared by Deputy Fire Chief Hickey. Unanimously carried.*

7.1.3 *Moved by Councillor Doucette, seconded by Councillor MacLean to approve the January 2016 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.1.4 Town resident, Rudy Croken wrote a letter to address concerns regarding the one way street, Francis Street. Mr. Croken has had several near accidents due to motorist not abiding by the one way street requirement and has requested increased police presence in the area or for the street to be converted to a legal two way street. The CAO was directed to draft a letter of response.

7.2 Community Services Committee

7.2.1 *Moved by Councillor Spencer, seconded by Councillor Doucette to approve the January 2016 Community Services Committee report as presented by Councillor Spencer. Unanimously carried.*

7.2.2 *Moved by Councillor Spencer, seconded by Councillor MacLean to approve the Building Permit Summary Report for January 2016. Unanimously carried.*

7.3 Wellness and Culture Committee

7.3.1 *Moved by Councillor Pickering, seconded by Councillor Spencer to approve the January 2016 Wellness and Culture Committee report as prepared by Councillor Pickering. Unanimously carried.*

7.4 Finance and Administration Committee Report

7.4.1 *Moved by Deputy Mayor Mann, seconded by Councillor Spencer to adopt the Finance and Administration Committee report for the month of January 2016, as presented by Deputy Mayor Mann. Unanimously carried.*

7.4.2 *Moved by Deputy Mayor Mann, seconded by Councillor Spencer THAT the CAO be authorized to move forward with the purchase of a new 51” ribbon*

style snow blower for the 2002 Trackless Sidewalk Tractor at a total net cost of \$7,400.00 plus HST as per a quote provided by Saunders Equipment Ltd. dated January 29, 2016. Unanimously carried.

Mayor Caseley requested Deputy Mayor Mann to Chair the Council meeting to allow Mayor Caseley to openly discuss the potential forthcoming financial request to assist in the Kensington & Area Welcome Centre 2016 operations at 7:25 pm.

Mayor Caseley resumed his seat as Chairperson at 7:41 pm.

7.4.3 *Moved by Deputy Mayor Mann, seconded by Councillor MacLean THAT Town Council approve the procurement of a full page advertisement in the 2016 edition of the Welcome PEI Handbook and to remain as a featured advertiser on welcomepei.com for 2016 at a total cost of \$4,045.00 plus HST. 4 opposed – 1 abstention (MacLean). Motion denied.*

Deputy Mayor Mann and Councillor MacLean declared a conflict and removed themselves from the Council Chamber at 7:44 pm.

7.4.3 *Moved by Councillor Spencer, seconded by Councillor Doucette to approve a \$100 financial donation to the 2017 Woman's Canada Games Volleyball Training Team. Unanimously carried.*

Deputy Mayor Mann and Councillor MacLean returned to the Council Chamber at 7:46 pm.

7.5 Mayor's Report

7.5.1 *Moved by Deputy Mayor Mann, seconded by Councillor Spencer to approve the Mayors report for the month of January 2016 as presented by Mayor Caseley. Unanimously carried.*

8. Council Representative Reports

8.1 Deputy Mayor Mann reported that the FPEIM Annual meeting will be held in St. Peters Bay on April 25, 2016. Anyone wishing to attend should contact Wendy MacKinnon. At their recent meeting, Samantha Murphy from the Provincial Municipal Affairs office presented them with a draft copy of the new Municipalities Act.

8.2 Deputy Mayor Mann has been sworn in as a board member for the Kensington and Area Chamber of Commerce at the recent AGM.

8.3 CAO, Geoff Baker reported on the Kensington North Watershed Association. He met with Barry Murray and Gordon Jenkins to start researching funding opportunities to develop a wellfield protection plan.

8.4 Mr. Baker gave the following updates on ongoing projects:

8.4.1 The wind turbine is scheduled to be repaired on February 15, 2016.

8.4.2 The Pleasant Street lift station replacement project still has a few outstanding deficiencies which will be completed in early spring when weather permits.

8.4.3 Mr. Baker spoke with the Provincial Department of Transportation and requested additional funding for the storm water project on Broadway Street N. Discussions were had with Council regarding the options available for the project.

8.4.4 The sewage treatment pumps have not been maintained since their installation. One pump has been recently retrofitted and parts have been ordered to complete the maintenance on the second pump.

9. Procedural Bylaw – First Reading and Approval

9.1 Moved by Deputy Mayor Mann, seconded by Councillor MacLean

WHEREAS The Council of the Town of Kensington considers it expedient and desirable for effective governance, to regulate the procedure and conduct of Town Council, Town Councillors and others attending Council and Committee of Council meetings, in the Town of Kensington;

AND WHEREAS it is within Council’s jurisdiction to bring forward bylaws for the peace, order and good government under Section 57 of the Municipalities Act, R.S.P.E.I., Chapter M-13, R.S.P.E.I. 1988;

AND WHEREAS Council is further authorized under Subsection 64(a)(i) of the Municipalities Act, R.S.P.E.I., Chapter M-13, R.S.P.E.I. 1988with respect to prescribing procedure for meetings of the Council;

AND WHEREAS it is deemed desirable to provide rules for:

- a) The calling of meetings of Council and its Committees;*
- b) The procedures of Council;*
- c) The calling of public meetings of Council;*
- d) The behaviour of Council members and members of the public present at Meetings of Council and its Committees; and*
- e) The establishment of a Committee of Council;*

BE IT RESOLVED THAT the “Procedural Bylaw of the Town of Kensington” be hereby read a first time.

Unanimously carried.

9.2 Moved by Deputy Mayor Mann, seconded by Councillor Pickering

WHEREAS The Council of the Town of Kensington considers it expedient and desirable for effective governance, to regulate the procedure and conduct of Town Council, Town Councillors and others attending Council and Committee of Council meetings, in the Town of Kensington;

AND WHEREAS it is within Council’s jurisdiction to bring forward bylaws for the peace, order and good government under Section 57 of the Municipalities Act, R.S.P.E.I., Chapter M-13, R.S.P.E.I. 1988;

AND WHEREAS Council is further authorized under Subsection 64(a)(i) of the Municipalities Act, R.S.P.E.I., Chapter M-13, R.S.P.E.I. 1988with respect to prescribing procedure for meetings of the Council;

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- c) The calling of public meetings of Council;*
- d) The behaviour of Council members and members of the public present at Meetings of Council and its Committees; and*
- e) The establishment of a Committee of Council;*

AND WHEREAS the “Procedural Bylaw of the Town of Kensington” was read a first time at this Council meeting;

BE IT RESOLVED THAT the “Procedural Bylaw of the Town of Kensington” be hereby approved.

Unanimously carried.

10. Mobile Vendors Bylaw – Second Reading, Approval & Formal Adoption

10.1 Second Reading

Moved by Deputy Mayor Mann, seconded by Councillor Doucette

WHEREAS Section 30(y) of the Municipalities Act, R.S.P.E.I., 1988 authorizes a Municipality to regulate certain business activities;

AND WHEREAS Section 64(o)(iii) of the Municipalities Act, R.S.P.E.I., 1988 authorizes a Municipality to , by bylaw, license and control certain business activities;

AND WHEREAS the Council of the Town of Kensington deems it advisable to establish a bylaw to regulate and control Vendor Licensing;

BE IT RESOLVED THAT the Town of Kensington Mobile Vendors Bylaw be hereby read a second time.

Unanimously carried.

10.2 Approval of Second Reading

Moved by Deputy Mayor Mann, seconded by Councillor Spencer

WHEREAS Section 30(y) of the Municipalities Act, R.S.P.E.I., 1988 authorizes a Municipality to regulate certain business activities;

AND WHEREAS Section 64(o)(iii) of the Municipalities Act, R.S.P.E.I., 1988 authorizes a Municipality to , by bylaw, license and control certain business activities;

AND WHEREAS the Council of the Town of Kensington deems it advisable to establish a bylaw to regulate and control Vendor Licensing;

AND WHEREAS the Town of Kensington Mobile Vendors Bylaw was read a second time at this meeting;

IT RESOLVED THAT the Town of Kensington Mobile Vendors Bylaw be hereby approved.

Unanimously carried.

10.3 Formal Adoption

Moved by Deputy Mayor Mann, seconded by Councillor Doucette

WHEREAS Section 30(y) of the Municipalities Act, R.S.P.E.I., 1988 authorizes a Municipality to regulate certain business activities;

AND WHEREAS Section 64(o)(iii) of the Municipalities Act, R.S.P.E.I., 1988 authorizes a Municipality to , by bylaw, license and control certain business activities;

AND WHEREAS the Council of the Town of Kensington deems it advisable to establish a bylaw to regulate and control Vendor Licensing;

AND WHEREAS the Town of Kensington Mobile Vendors Bylaw was read and approved at two separate meetings of Town Council held on different days;

BE IT RESOLVED THAT the Town of Kensington Mobile Vendors Bylaw be hereby formally adopted.

Unanimously carried.

11. Kensington Fitplex – Staff and Council Family Rate

11.1 *Moved by Councillor Pickering, seconded by Deputy Mayor Mann THAT Town Council authorize staff to move forward with the implementation of a 50% reduction in the cost of a membership to the Kensington Fitplex for immediate family members of staff and standing members of Town Council. Unanimously carried.*

12. Snow and Ice Control

- 12.1** A draft copy of the Snow and Ice Control Policy was distributed to council for their review and consideration at the March regular Council meeting.

13. Correspondence

- 13.1** A thank you letter from PEI Crime Stoppers for the Town's financial support.

Mayor Caseley declared a conflict and excused himself from the Council Chamber at 8:12 pm, Deputy Mayor Mann assumed his position as Chair.

- 13.2** A letter from residents expressing concern over the proposed sale of 2 North Street, known as the old warehouse property, for the development of a private parking area. Councillors agreed to defer any decision on the sale of the property until a review was completed by DV8 Consulting.

Mayor Caseley returned to the Council Chamber at 8:24 pm.

- 13.3** A thank you letter from IWK Foundation for the Town's financial support.
- 13.4** A letter from the Kensington Lion's Club thanking the Town for supporting the Christmas Hampers program by collecting food items during the Annual Christmas Parade.
- 13.5** KISH Newsletter
- 13.6** PEI Municipal Affairs Newsletter
- 13.7** A notice of the Special Olympics Team PEI Pep Rally on February 24, 2016. Mayor Caseley plans to attend.
- 13.8** Mayor Caseley will attend the Annual Generation XX Mayor's Dinner for Youth on February 15, 2016.

14. Adjournment

Moved by Councillor Spencer, seconded by Councillor Doucette to adjourn the meeting at 8:30 PM. Unanimously carried.

Wendy MacKinnon,
Deputy Administrator

Rowan Caseley,
Mayor