

**Town of Kensington
Minutes of Regular Council Meeting
Monday, May 11, 2020
7:00 PM**

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

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

Visitors: Alison Jenkins – Journal Pioneer

1. Calling of Meeting to Order

1.1 Mayor Caseley called the meeting to order at 7:03 PM and welcomed Council members, staff and visitors to the virtual meeting of Kensington Town Council.

2. Approval of Tentative Agenda

2.1 *Moved by Councillor Toombs, seconded by Deputy Mayor Pickering to approve the tentative agenda for the May 11, 2020 regular meeting of Town Council with the addition of item 8.1.6 – Cogsdale Software Upgrade. Unanimously carried.*

3. Declaration of Conflict of Interest

3.1 Councillor Spencer declared a conflict with item 8.1.2.

4. Delegations / Presentations

4.1 *Nil*

5. Approval of Minutes of Previous Meeting

5.1 *Moved by Councillor Toombs, seconded by Councillor Gallant to approve the minutes from the February 24, 2020 special meeting of Town Council. Unanimously carried.*

5.2 *Moved by Councillor Spencer, seconded by Councillor Bernard to approve the minutes from the April 27, 2020 regular meeting of Town Council. Unanimously carried.*

6. Business Arising from Minutes

6.1 February 24, 2020 Special Meeting

6.1.1 *Nil*

6.2 April 27, 2020 Regular Meeting

- 6.2.1 Councillor Gallant inquired if a letter has been sent to the Province regarding the water drainage issue on Broadway Street N. It was confirmed that a letter had been sent.
- 6.2.2 Councillor Gallant inquired if a letter was sent to the property owner of 40 Woodleigh Drive requesting them to move the garbage disposal containers away from the roadway. Mr. Baker confirmed a letter had not been sent at this time and a conversation would be held with the property owner prior to a formal letter being sent.
- 6.2.3 Councillor Spencer noted that it is great to see the Department of Transportation sweeping additional streets in Town.

7. Reports

7.1 Chief Administrative Officer Report

- 7.1.1 *Moved by Councillor Spencer, seconded by Councillor Toombs to adopt the May 2020 CAO Report as prepared by CAO, Geoff Baker. Unanimously carried.*
- 7.1.2 Councillor Spencer suggested the contractor completing the boardwalk replacement at the Railyards speak with the owners of the Island Stone Pub to limit the disruption of customers during business hours.

7.2 Fire Department Statistical Report

- 7.2.1 *Moved by Councillor Bernard, seconded by Councillor Gallant to approve the March 2020 Fire Statistical report as prepared by Fire Chief, Rodney Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

- 7.3.1 *Moved by Councillor Toombs, seconded by Councillor Bernard to approve the March 2020 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.4 Development Permit Summary Report

- 7.4.1 *Moved by Deputy Mayor Pickering, seconded by Councillor Spencer to approve the May 2020 Development Permit Summary Report. Unanimously carried.*

7.5 Bills List

- 7.5.1 *Moved by Councillor Spencer, seconded by Councillor Toombs to approve the March 2020 Bills in the amount of \$208,048.49. Unanimously carried.*
- 7.5.2 *Moved by Councillor Gallant, seconded by Councillor Bernard to approve the February 2020 Water & Pollution Control Corporation Bills in the amount of \$9,017.32. Unanimously carried.*

7.5.3 *Moved by Councillor Toombs, seconded by Councillor Spencer to approve the March 2020 Water & Pollution Control Corporation Bills in the amount of \$17,601.79. Unanimously carried.*

7.6 Summary Income Statement

7.6.1 *Nil.*

7.7 Credit Union Centre Report

7.7.1 *Moved by Deputy Mayor Pickering, seconded by Councillor Toombs to approve the Credit Union Centre report for the month of March 2020. Unanimously carried.*

7.7.2 Councillor Gallant inquired what work had been completed at the FitPlex during the Covid-19 closure. Mr. Baker confirmed that the gym has been completely painted and disinfected and additional signage has been installed. Councillor Gallant suggested that a protective barrier could be installed at the FitPlex desk and perhaps Mr. Wood could move his office to the FitPlex during the summer months. Mayor Caseley indicated that it would be difficult for Mr. Wood to spend the summer in the FitPlex as he has many other duties and tasks to complete.

7.7.3 Councillor Spencer inquired if additional staff would be required at the FitPlex following its re-opening. Mayor Caseley noted they are awaiting protocols from the office of the Chief Public Health Officer and decisions will be made based on those recommendations and requirements. Mr. Baker commented that there is potential for a summer student position; the process of re-opening of the FitPlex is ongoing.

7.8 Mayor's Report

7.8.1 *Moved by Councillor Bernard seconded by Councillor Spencer to approve the Mayors report for the month of May 2020 as presented by Mayor Caseley. Unanimously carried.*

7.8.2 Mayor Caseley encouraged Council & residents to participate in the Women's Institute Roadside Clean-up day on May 23, 2020. Waste can be set along the roadside in clear plastic bags and will be picked up by the Public Works department.

7.8.3 Councillor Toombs inquired about the spring cleaning of the EVK Swimming Pool. Mr. Baker confirmed that staff will work with Island Hot Tubs and review options for ensuring proper maintenance should the pool be unable to open for the 2020 summer season.

7.9 Federation of PEI Municipalities (FPEIM) Report

7.9.1 FPEIM held a virtual Q&A meeting with Dr. Morrison and invited municipal officials to participate. Mayor Caseley, Councillor Mann and CAO Baker participated in the meeting.

7.10 Heart of the Island Initiative (STEP) Report

7.10.1 The “Discover Heart of PEI: Kensington and area photo scavenger hunt” initiative has been started. More details can be found on their Facebook and Instagram Accounts.

7.10.2 Committees will soon be wrapping up meeting for the summer months.

7.11 Kensington Area Chamber of Commerce (KACC) Report

7.11.1 *Nil.*

7.12 PEI 55 Plus Games

7.12.1 Councillor Gallant confirmed that the 55+ Games supported Councils decision to cancel the summer games and give their blessing to work with the Town in 2021.

8. New Business

8.1 Request for Decisions

8.1.1 Annual Line Painting Program (2020)

8.1.1.1 *Moved by Councillor Gallant, seconded by Councillor Toombs*

BE IT RESOLVED that Kensington Town Council award the 2020 street line painting program to On the Go Property Maintenance Inc. as per their quote dated April 8, 2020 in the amount of \$3,135.00 plus HST.

Unanimously carried.

Councillor Spencer declared a conflict and excused himself from the meeting at 7:41pm.

8.1.2 Railyards Fence Replacement

8.1.2.1 *Moved by Councillor Toombs, seconded by Councillor Gallant*

BE IT RESOLVED THAT Kensington Town Council authorize the CAO to proceed with the removal and replacement of approximately 350 feet of fencing between the Railyards and Kent Building Supplies on a 50/50 cost sharing basis between the Town of Kensington and Kent Building Supplies;

BE IT FURTHER RESOLVED THAT that the Town of Kensington’s financial contribution to the Railyards Fence Replacement Project is

\$7,772.50 plus HST based on material costs of \$7,624.80 and a labour cost of \$7,920.00.

5 for – 1 abstention (Spencer). Motion carried.

- 8.1.2.2** Councillor Gallant inquired if Kent Building Supplies was approached to partner with the Town to repair the broken pavement near their rear entrance gate. Mr. Baker confirmed that Kent was not contacted and expressed concern that the driveway is also used by delivery trucks to surrounding businesses and noted that the damaged areas appear to be on Town property.

Councillor Spencer returned to the virtual Council Meeting.

- 8.1.2.3** Town Council discussed the replacement of an additional section of fence (approx. 253 ft.) located behind the freight shed. It was determined that the fence provides privacy to surrounding property owners and Council would like to have it replaced at the same time as the Kent section of fence.

Moved by Deputy Mayor Pickering, seconded by Councillor Toombs to approve the CAO to proceed with the removal and replacement of approximately 253 ft. of fence behind the Railyards Freight Shed not to exceed the amount of \$12,500 plus HST and removal of any required trees. Unanimously carried.

8.1.3 Credit Union Centre – Rural Growth Initiative Funding Application

- 8.1.3.1** *Moved by Councillor Gallant, seconded by Councillor Toombs*

BE IT RESOLVED THAT Kensington Town Council authorize the CAO to proceed with submitting a funding application to the Province of PEI to facilitate the 2020 Kensington Credit Union Centre Upgrades Project. Town Council understands that they will be responsible for any future operations and maintenance costs associated with and resulting from the project.

Unanimously carried.

8.1.4 Kensington and Area Soccer Club – Loan Guarantee Request

- 8.1.4.1** *Moved by Councillor Toombs, seconded by Deputy Mayor Pickering*

BE IT RESOLVED THAT Kensington Town Council provide a loan guarantee to the Malpeque Bay Credit Union, on behalf of the Kensington and Area Soccer Club, in the amount of \$100,000 to facilitate their construction of a Soccer Clubhouse. Town Council understands that the \$100,000, including all associated interest and fees, is to be repaid by the Kensington and Area Soccer Club through their annual contributions (\$20,000 per year for 5 years) from Cavendish Farms.

Unanimously carried.

8.1.5 Dodge Charger Police Interceptor Replacement

8.1.5.1 Moved by Councillor Mann, seconded by Councillor Toombs

BE IT RESOLVED THAT Kensington Town Council rescind the following resolution from their April 27, 2020 regular meeting:

“BE IT RESOLVED THAT Town Council authorize the CAO to proceed with the purchase of a 2019 Ford Explorer Police Cruiser from Calgary BMW as per their quote dated April 15, 2020 in the amount of \$33,875.00 plus applicable taxes;

BE IT FURTHER RESOLVED THAT Town Council authorize the CAO to proceed with the installation of required emergency equipment on the 2019 Ford Explorer Police Cruiser through Anderson Automotive as per their quote dated April 3, 2020 in the amount of \$5,324.73 plus applicable taxes.”

Unanimously carried.

8.1.5.2 Moved by Councillor Toombs, seconded by Councillor Mann

BE IT RESOLVED THAT Kensington Town Council rescind the following resolution from their April 27, 2020 regular meeting:

“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 has authorized the purchase of a 2019 Ford Explorer Police Cruiser;

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 \$39,199.73 from the Scotiabank, under the following terms:

- i. repayable in full by Town Council over an amortization period not to exceed 5 years.*
- ii. at an interest rate of Prime, less 0.3% per annum with interest payable monthly.*
- iii. Advances repayable on demand.*

Unanimously carried.

8.1.5.3 Moved by Councillor Toombs, seconded by Deputy Mayor Pickering

BE IT RESOLVED THAT Town Council authorize the CAO to proceed with the purchase of a 2018 Ford Taurus Police Interceptor from Martins River Auto as per their quote in the amount of \$19,500 plus HST;

BE IT FURTHER RESOLVED THAT Town Council authorize the CAO to proceed with the installation of required emergency equipment on the 2018 Ford Taurus Police Interceptor in the amount of \$4,776.32 plus applicable taxes.

Unanimously carried.

8.1.5.4 Moved by Deputy Mayor Pickering, 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 has authorized the purchase of a 2018 Ford Taurus Police Interceptor;

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 \$24,276.32 from the Scotiabank, under the following terms:

i. repayable in full by Town Council over an amortization period not to exceed 5 years.

ii. at an interest rate of Prime, less 0.3% per annum with interest payable monthly.

iii. Advances repayable on demand.

Unanimously carried.

Chief Sutherland excused himself from the Council Chamber at 8:22 pm.

8.1.6 Cogsdale Software Upgrade – 2020

8.1.6.1 Moved by Councillor Spencer, seconded by Councillor Toombs

BE IT RESOLVED THAT Kensington Town Council authorize the CAO to proceed with updating the Town's Cogsdale financial software as per Cogsdale's quote dated May 11, 2020 in the amount of \$7,800.00.

Unanimously carried.

Deputy Mayor Pickering declared a conflict and excused herself from the meeting at 8:25 pm.

8.2 Other Matters

- 8.2.1** Mayor Caseley presented Town Council with a request from the Heart of the Island's Beautification & Signage working committee requesting the Town to allow them to add a small sign to the existing Town of Kensington welcome signs.

Moved by Councillor Spencer, seconded by Councillor Mann to allow the Heart of the Island committee to attach a sign to the existing Town of Kensington welcome signs. 5 for -1 abstention. Motion carried.

Deputy Mayor Pickering returned to the meeting at 8:30 pm.

- 8.2.2** Councillor Toombs noted that some fence panels alongside Commercial Street had fallen down and requires repairs.
- 8.3.3** Councillor Gallant inquired if there was any additional information on the sidewalk replacement for Victoria Street W. Mr. Baker confirmed that the Town has not been given any further details regarding the project start date, but anticipates it going to tender this week.
- 8.3.4** Councillor Gallant noted that Prince Edward Island Association of Exhibitions made an announcement cancelling all large festivals across PEI due to Covid-19; including the Kensington Harvest Festival.

9. Correspondence

- 9.1** A Thank You card from the District 6 Women's Institute for donating pins and re-usable bags to their event.

10. In-Camera

- 10.1** *Nil*

11. Adjournment

Moved by Councillor Toombs, seconded by Deputy Mayor Pickering to adjourn the meeting at 8:38 PM. Unanimously carried.

Geoff Baker,
CAO

Rowan Caseley,
Mayor