

Town of Kensington
Minutes of Regular Council Meeting
Tuesday, October 14, 2014
7:00 PM

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

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

Visitors Present: Kensington Girl Guides – Juanita & Victoria Boucher

1. Calling of Meeting to Order

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

2. Approval of Tentative Agenda

2.1 *Moved by Deputy Mayor Caseley, seconded by Councillor MacLean to approve the tentative agenda for the October 14, 2014 regular meeting of Town Council. Unanimously carried.*

3. Presentation by Kensington Girl Guides

3.1 Members of the local Kensington Girl Guide troop provided a presentation to Town Councillors on their recent trip to London, England. They thanked Council and members of the community for all their support to make this trip possible through their fundraising efforts. They presented Mayor Coffin with a small gift from Kensington Palace and a printed sketch of Kensington Palace.

4. Approval of Minutes of Previous Meeting

4.1 *Moved by Councillor Spencer, seconded by Councillor Mill to approve the minutes from the September 8, 2014 regular meeting of Town Council. Unanimously carried.*

4.2 *Moved by Deputy Mayor Caseley, seconded by Councillor Spencer to approve the minutes from the September 16, 2014 special meeting of Town Council. Unanimously carried.*

5. Business Arising from Minutes

5.1 A parking area concept plan has been created by the Malpeque Bay Credit Union for the former warehouse property located at 65 Woodleigh Drive. Staff has not

received the plan at this point in time. Further information will be made available to Councillors as the project progresses.

- 5.2** The Town Manager indicated that he has been in contact with the English Language School Board (ELSB) in regards to the placement of a washroom facility at the Queen Elizabeth Elementary School. Currently both the Town and the ELSB await an indication from the Kensington and Area Soccer Association as to what specific tract of land they are requesting to be transferred. Once the area of land has been identified and it is acceptable to the Town, the Town Manager will provide a letter to the ELSB requesting the formal transfer. A letter of support has been sent in favor of the project.

6. Committee Reports

6.1 Police Committee Report

6.1.1 *Moved by Councillor MacLean, seconded by Councillor Mill to adopt the September 2014 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

6.1.2 *Moved by Councillor MacLean, seconded by Councillor Mill THAT Kensington Town Council approve the purchase of a 2014 Police Interceptor Explorer 4 x 4 from D Alex MacDonald for their quoted amount of \$31,434.13 HST included and further that staff be directed to transfer all police equipment and have the vehicle appropriately marked at an additional cost of \$3,002.50 for a total purchase cost of \$34,436.63 HST included. 2 for (Mill, MacLean), 3 opposed (Caseley, Gallant, Mann), 1 abstention (Spencer). Motion defeated.*

6.2 Parks and Recreation Committee Report

6.3.1 No Report

6.3 Property Committee Report

6.3.1 *Moved by Councillor Gallant, seconded by Deputy Mayor Caseley to approve the building permit summary for the month of September, 2014. Unanimously carried.*

6.3.2 Councillor Gallant reported that letters will be sent out to property owners around town who have recently constructed accessory structures on their property without applying for the necessary development permits.

6.4 Public Works Committee Report

6.4.1 *Moved by Councillor Spencer, seconded by Deputy Mayor Caseley to adopt the September 2014 Public Works Report as presented by Councillor Spencer. Unanimously carried.*

- 6.4.2** Councillor Gallant inquired about having volunteers or a hired person to assist with the daily crosswalk duty at the elementary school. Councillor Spencer and the CAO will look into the issue.

6.5 Fire Committee Report

- 6.5.1** *Moved by Councillor Mann, seconded by Councillor MacLean to adopt the September 2014 Fire Report (Stats) as presented by Councillor Mann. Unanimously carried.*
- 6.5.2** *Moved by Councillor Mann, seconded by Councillor Mill THAT Aaron Adams and Dylan Cobb be appointed to the Kensington Fire Department as fire fighters as recommended by the CAO and Fire Chief. Unanimously carried.*
- 6.5.3** The Fire Department will be hosting an Open House on October 26th from 1 pm to 4 pm. It will provide the public an opportunity to visit the hall and meet some of the local fire fighters. The Fire Marshalls office has provided the Town with approximately 60 smoke detectors to give away during the open house.
- 6.5.4** The department and staff are looking to contract a fire services consultant to develop policy documents including (among others), Standard Operating Guidelines/Procedures, a Fire Bylaw and Policy and an Honourarium Policy.
- 6.5.5** A water shuttle exercise will be hosted by the Kensington Fire Department on October 28th. All fire departments within our mutual aid area are required to attend. It provides an opportunity for the departments to come together and run some water shuttling practices, evaluate pumping capacities, etc.
- 6.5.6** The PEI Fire Fighters Association AGM will be held on October 18 and 19. The town will have a representative(s) in attendance.

6.6 Finance and Administration Committee Report

- 6.6.1** *Moved by Deputy Mayor Caseley, seconded by Councillor Spencer to adopt the Finance and Administration Committee report for the month of September 2014, as presented by Deputy Mayor Caseley. Unanimously carried.*
- 6.6.2** *Moved by Deputy Mayor Caseley, seconded by Councillor Spencer to approve the payment of bills in the amount of \$174,418.15 for the month of September 2014. Unanimously carried*

6.6.3 *Moved by Deputy Mayor Caseley, seconded by Councillor Mann to approve the September 2014 Summary Income Statement as presented by Deputy Mayor Caseley. Unanimously carried.*

6.7 Community Gardens Complex Committee

6.7.1 *Moved by Deputy Mayor Caseley, seconded by Councillor MacLean to approve the Community Gardens Complex Committee Report for September 2014 as presented by Deputy Mayor Caseley. Unanimously carried.*

6.7.2 *Moved by Deputy Mayor Caseley, seconded by Councillor Spencer THAT the Town Council approve the Community Gardens Complex – ‘No Alcohol Policy’. Unanimously carried.*

6.7.3 *Moved by Deputy Mayor Caseley, seconded by Councillor Spencer to approve a \$750 team sponsorship to the Kensington Vipers for two team player sweaters, four regular season passes and advertising on game programs. Unanimously carried.*

6.8 Kensington 2014 Celebrations Committee

6.8.1 *Moved by Deputy Mayor Caseley, seconded by Councillor MacLean to approve the Kensington 2014 Celebrations Committee Report for the month of September 2014 as presented by Deputy Mayor Caseley. Unanimously carried.*

6.9 Mayor’s Report

6.9.1 *Moved by Deputy Mayor Caseley, seconded by Councillor Spencer to approve the Mayors report for the month of September 2014 as presented by Mayor Coffin. Unanimously carried.*

7. Shipyard Holdings Ltd./Leslie Hunter Ltd. Lot Subdivision and Consolidation Request

7.1 *Moved by Councillor Gallant, seconded by Deputy Mayor Caseley to approve a subdivision of ‘Parcel A’ from PID No. 78923, being lands of Shipyards Holding Inc., as per Plan No. 141-23066-S01, dated October 9, 2014, drawn by WSP. Unanimously carried.*

7.2 *Moved by Councillor Gallant, seconded by Councillor Spencer to approve a consolidation of ‘Parcel A’ to PID No. 78733, being lands of Leslie Hunter Ltd., as per Plan No. 141-23066-S01, dated October 9, 2014, drawn by WSP. Unanimously carried.*

8. Correspondence

8.1 KISH Newsletter.

8.2 A sponsorship request from the IWK Foundation.

Moved by Deputy Mayor Caseley, seconded by Councillor Mill to approve a \$500.00 donation to the IWK Radiothon. Unanimously carried.

8.3 A thank you card from the KISH Leadership Class for the Town's support in the 2014 Terry Fox Run.

9. Adjournment

Moved by Councillor Spencer, seconded by Councillor MacLean to adjourn the meeting at 9:26PM. Unanimously carried.

Wendy MacKinnon,
Deputy Administrator

Gordon Coffin,
Mayor