

**Town of Kensington  
Committee of Council Meeting  
Monday, April 24, 2017  
6:30 PM**

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

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

**Visitors:** Morgan Palmer, Healthy Eating Program Officer, Province of PEI  
Millicent McKay – Journal Pioneer

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**1. Calling of Meeting to Order**

**1.1** Mayor Caseley called the meeting to order at 6:30 PM and welcomed Council members, staff and visitors.

**2. Adoption of Agenda**

**2.1** *Moved by Councillor Spencer, seconded by Councillor Pickering to approve the agenda for the April 2017 Committee of Council meeting. 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.

**4. Delegations, Special Speakers and Public Input**

**4.1 Morgan Palmer, Healthy Eating Program Officer, Province of PEI**

**4.1.1** Morgan Palmer made a presentation to Town Council on the Provincial Healthy Eating Program and how they can support Island residents with making healthy food choices. She spoke about ways that the Town of Kensington can impact the choices the community makes regarding healthy eating.

**5. Adoption of Previous Meeting Minutes**

**5.1** *Moved by Councillor Mill, seconded by Councillor Spencer to approve the Committee of Council meeting minutes from March 27, 2017. 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 Councillor Spencer to recommend to Town Council the adoption of the April 2017 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

**7.1.2** Councillor Pickering requested that Council be given the requirements and expectations of the volunteer crossing guard positions. Mr. Baker will forward details to Council.

**7.2 Fire Department Statistical Report**

**7.2.1** *Moved by Councillor MacLean, seconded by Councillor Pickering to recommend to Town Council the adoption of the March 2017 Fire Chiefs Report as prepared by Deputy Fire Chief Hickey. Unanimously carried.*

**7.3 Police Department Statistical Report**

**7.3.1** *Moved by Councillor MacLean, seconded by Councillor Mill to recommend to Town Council the adoption of the March 2017 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

**7.4 Development Permit Summary Report**

**7.4.1** *Moved by Councillor Doucette, seconded by Councillor MacLean to recommend to Town Council the adoption of the Development Permit Summary Report for April 2017 as prepared by Administrative Assistant, Kim Caseley. Unanimously carried.*

**7.5 Financial Report (Summary Income Statement & Bills List)**

**7.5.1** *Moved by Deputy Mayor Mann seconded by Councillor Doucette to recommend to Town Council the approval of the General Bills List for March 2017 in the amount of \$201,225.39. Unanimously carried.*

**7.5.2** *Moved by Deputy Mayor Mann seconded by Councillor MacLean to recommend to Town Council the approval of the Water and Pollution Control Bills List for March 2017 in the amount of \$8,267.09 as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

**7.5.3** *Moved by Deputy Mayor Mann seconded by Councillor Spencer to recommend to Town Council the adoption of the Summary Income*

*Statements for March 2017, as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

## **7.6 Community Gardens Complex Report**

**7.6.1** *Moved by Councillor Spencer seconded by Councillor Mill to recommend to Town Council the adoption of the Community Gardens Complex Report for March 2017, as prepared by CGC Manager, Robert Wood. Unanimously carried.*

**7.6.2** *Moved by Councillor Spencer, seconded by Councillor Doucette to recommend to Town Council to not continue the Kensington Summer Child Care Program due to the changes in regulations outlined by the Province of Prince Edward Island. Unanimously carried.*

**7.6.3** Councillor Spencer inquired what the maximum membership capacity of the Kensington Fitplex is. Mr. Baker will speak with Mr. Wood and report to Council by email.

*Councillor Pickering declared a conflict and excused herself from the Council Chambers at 7:46 pm.*

## **8. New Business**

### **8.1 Liquor License Request, Home Place Inn**

**8.1.1** *Moved by Deputy Mayor Mann, seconded by Councillor Doucette to recommend that Town Council provide a letter of support to the Home Place Inn in their application for a Tourist Home Liquor Licence. 4 for - 1 abstention (MacLean). Motion carried.*

*Councillor Pickering returned to the Council Chambers at 7:49 pm.*

### **8.2 Kensington Police Service Vehicle**

**8.2.1** *Moved by Councillor MacLean, seconded by Councillor Spencer to recommend to Town Council to repair the turbo in the 2013 Ford Taurus Police Cruiser for the quoted cost of \$2,164.07 plus HST. 4 for - 2 opposed (Mill & MacLean). Motion carried.*

### **8.3 Town of Kensington Banner Replacement**

**8.3.1** Council reviewed the design options for the updated replacement banner and made their recommendation to Mr. Baker.

### **8.4 Public Parking Lot Development**

**8.4.1** Council discussed the vacant land located near 2 North Street and the possible development of the property as a public parking area. Mr. Baker

has been in contact with the Town's engineering firm, WSP, regarding the initial steps to the development. Council requested that Mr. Baker continue with discussions and request a preliminary layout and scoping concept for the project and report to Council.

**9. Councillor Issues/Inquiries**

- 9.1** Councillor Pickering noted that the Town Clean-up day will be held on Saturday May 13 from 9-11AM. All Council members are encouraged to attend and help spread the word to fellow residents.
- 9.2** Councillor Mill addressed a number of places within the Town which require upgrade and maintenance, signage, freight shed, sidewalks, arena maintenance, etc. He encouraged Councillors to review the photo's which were distributed in an email and discussed his plan to engage the Community in some of the projects.
- 9.3** Councillor Spencer commented that the Train has some damage and requires some maintenance. Mr. Baker will contact the PEI Museum and Heritage Foundation regarding the necessary repairs.

**10. Correspondence**

- 10.1** *Nil*

**11. Other**

- 11.1** Town Council will review chapters 9-11 of the book "13 Ways to Kill a Community" on Tuesday, April 25 at 6:00 pm.

**12. In-Camera (Closed Session)**

- 12.1** *Nil*

**13. Adjournment**

- 13.1** *Moved by Councillor Pickering, seconded by Councillor Spencer to adjourn the meeting at 9:14 PM. Unanimously carried.*

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Wendy MacKinnon,  
Deputy Administrator

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Rowan Caseley,  
Mayor