

**Town of Kensington  
Committee of Council Meeting  
Monday, March 27, 2017  
6:30 PM**

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

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

**Regrets:** Deputy Mayor Mann, Councillor Mill

**Visitors:** Resident, Beth Paynter

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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 Pickering, seconded by Councillor Doucette to approve the agenda for the March 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** Nil

**5. Adoption of Previous Meeting Minutes**

**5.1** *Moved by Councillor MacLean, seconded by Councillor Spencer to approve the Committee of Council meeting minutes from February 27, 2017. Unanimously carried.*

**6. Business Arising from Minutes**

**6.1** Councillor Spencer inquired if there was any report available on the Annual Fire District meeting. Mr. Baker had not received any information on the meeting at this

time.

## **7. Staff Reports**

### **7.1 CAO's Report**

**7.1.1** *Moved by Councillor Spencer, seconded by Councillor MacLean to recommend to Town Council the adoption of the February 2017 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

**7.1.2** Mr. Baker reported that the Towns solicitor confirmed there is no conflict of interest and is in the process of dealing with the Unsightly Property located at 21 Barrett Street.

**7.1.3** Councillor Pickering inquired about the purchase of the sound system for the Train Station Gazebo. Mr. Baker noted that the quotes received were higher than anticipated and are being reviewed. Further information will be provided as it becomes available.

**7.1.4** 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** *No Report*

### **7.3 Police Department Statistical Report**

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

### **7.4 Development Permit Summary Report**

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

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

**7.5.1** *Moved by Councillor Pickering seconded by Councillor Doucette to recommend to Town Council the approval of the General Bills List for February 2017 in the amount of \$217,727.56. Unanimously carried.*

**7.5.2** *Moved by Councillor Doucette seconded by Councillor Spencer to recommend to Town Council the approval of the Water and Pollution Control Bills List for February 2017 in the amount of \$6,642.73 as*

*prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

**7.5.3** *Moved by Councillor Pickering seconded by Councillor MacLean to recommend to Town Council the adoption of the Summary Income Statements for February 2017, as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

## **7.6 Community Gardens Complex Report**

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

**7.6.2** *Moved by Councillor Spencer, seconded by Councillor Pickering to recommend to Town Council the purchase of a new Treadmill and Elliptical Trainer as quoted by Spartan Fitness at the cost of \$10,405.72 taxed included. Unanimously carried.*

**7.6.3** Councillor Spencer noted a need for additional TV's in the Fitplex.

*Councillor Pickering declared a conflict and excused herself from the Council Chambers at 6:58 pm.*

## **8. New Business**

### **8.1 Liquor License Request, 49 Broadway Street**

**8.1.1** Council discussed a request from the owners of the Seafood Market at 49 Broadway Street North to support their request to apply for a liquor license. Council referred the matter back to staff to bring further details to the April Regular Meeting of Council, specifically as it relates to the lack of parking.

*Councillor Pickering returned to the Council Chambers at 7:05 pm.*

### **8.2 Town of Kensington Development Permit Application**

**8.2.1** *Moved by Councillor MacLean, seconded by Councillor Spencer*

*THAT Committee of Council recommends to Town Council the approval of a development permit application from the Town of Kensington to construct a gazebo at the Alysha Toombs Memorial Park, the removal of the trees will be determined after the placement of the structure.*

*Unanimously carried.*

### **8.3 Streets Transfer to PEI**

**8.3.1** Council discussed the Street Transfer report as prepared by Mr. Baker.

**8.3.2** Resident Beth Paynter requested clarification on the matter. Mayor Caseley provided clarification.

**8.3.3** *Moved by Councillor Spencer, seconded by Councillor Doucette that Committee of Council recommend to Town Council that staff continue with the process and send a letter to the Minister of Transportation, Infrastructure and Energy requesting that the Province of Prince Edward Island take ownership of all town owned streets within the Town of Kensington and that the streets be formally deeded to the Province of Prince Edward Island. Unanimously carried.*

**8.3.4** Councillor Spencer inquired if the street sweeping will be continued under the change of ownership. Mr. Baker will inquire and report to Council.

### **9. Councillor Issues/Inquiries**

**9.1** Mayor Caseley informed Council of the Public Schools Branch Special Meeting of the Board of Directors on Monday, April 3, 2017 at the Bluefield Senior High School. The meeting is regarding the consideration of recommendations regarding the school closures and Council was encouraged to attend.

**9.2** Town Council will review chapters 4-7 of the book “13 Ways to Kill a Community” on Thursday, March 30 at 6:00 pm.

**9.2** The FPEIM AGM will be hosted by the City of Charlottetown on Monday, April 24, 2017 at the Rodd Charlottetown. Those wishing to attend can RSVP to Wendy MacKinnon.

### **10. Correspondence**

**10.1** An invitation from the Kensington & Area Chamber of Commerce to the Annual Presidents Dinner on Thursday, April 20 at the Loyalist Lakeview Resort in Summerside. Council members wishing to attend are asked to RSVP with Wendy MacKinnon.

**10.2** A donation request from the Big Brothers Big Sister of Prince Edward Island. – *No action*

**10.3** A letter from the PEI Nurses’ Union requesting the Town to purchase an advertisement in the 2017 Nurses’ Planner. – *No action*

**10.4** A letter from FCM with information regarding the FCM Legal Defence Fund and a request for a financial donation of \$50.00 plus HST.

*Moved by Councillor Doucette, seconded by Councillor MacLean to recommend to Town Council the donation of \$50.00 plus HST to the FCM Legal Defence Fund. Unanimously carried.*

**11. Other**

**11.1** Mayor Caseley discussed the current status of the Kensington Welcome Centre. He noted that the mandate of the Town of Kensington would not include the day to day operations of the Welcome Centre.

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

**12.1** *Moved by Councillor Doucette, seconded by Councillor Pickering to commence into a Committee of the Whole meeting at 7:51 PM. Unanimously carried.*

**12.2** *Moved by Councillor Spencer, seconded by Councillor Doucette to come out of the Committee of the Whole meeting at 8:00 PM. Unanimously carried.*

**13. Adjournment**

**13.1** *Moved by Councillor MacLean, seconded by Councillor Pickering to adjourn the meeting at 8:01 PM. Unanimously carried.*

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Wendy MacKinnon,  
Deputy Administrator

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Rowan Caseley,  
Mayor