

**Town of Kensington
Committee of Council Meeting
Tuesday, May 23, 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: Millicent McKay – Journal Pioneer

1. Calling of Meeting to Order

1.1 Mayor Caseley called the meeting to order at 6:32 PM and welcomed Council members and staff.

2. Adoption of Agenda

2.1 *Moved by Councillor Mill, seconded by Councillor Spencer to approve the agenda for the May 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 Spencer, seconded by Councillor Pickering to approve the Committee of Council meeting minutes from April 24, 2017. Unanimously carried.*

6. Business Arising from Minutes

6.1 Councillor Spencer inquired if the requirements for the volunteer crossing guards were available. Mr. Baker confirmed that no further information is currently available.

6.2 Mayor Caseley requested staff to contact the PEI Museum and Heritage Foundation

regarding damages and required repairs to the Train at the Kensington Railyards.

6.3 Councillor Spencer suggested that the painting of the freight shed be postponed due to the recent wet weather conditions.

6.4 Mayor Caseley thanked everyone who was able to come and assist with the Town Cleanup Day.

7. Staff Reports

7.1 CAO's Report

7.1.1 *Moved by Councillor Doucette, seconded by Councillor Pickering to receive the May 2017 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.1.2 Councillor Spencer noted that the Alysha Toombs Memorial Park sign required repairs to the lettering.

7.1.3 Councillor Mill mentioned that the Town Hall sign is also in need of painting.

7.1.4 Mayor Caseley requested Town Council to review the draft form of the new Town of Kensington and Area Map and send any suggestions to Mr. Baker.

7.1.5 Councillor Doucette inquired if there were any updates regarding the transfer of Town Streets and noted that Park Road is in need of significant repairs. Mr. Baker confirmed that there was no further news on the transfer but anticipates something shortly.

Councillor MacLean joined the Council Chamber at 6:49pm

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Spencer, seconded by Councillor Doucette to recommend to Town Council the adoption of the April 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 Spencer, seconded by Councillor Pickering to recommend to Town Council the adoption of the April 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 MacLean to receive the Development Permit Summary Report for May 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 April 2017 in the amount of \$137,694.89. Unanimously carried.*

7.5.2 *Moved by Councillor Spencer, seconded by Deputy Mayor Mann to recommend to Town Council the approval of the Water and Pollution Control Bills List for April 2017 in the amount of \$4,706.81 as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

Millicent McKay joined the Council Chamber at 6:57pm

7.5.3 *Moved by Deputy Mayor Mann seconded by Councillor Doucette to recommend to Town Council the adoption of the Amended Summary Income Statements for April 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 April 2017, as prepared by CGC Manager, Robert Wood. Unanimously carried.*

8. New Business

8.1 Cogsdale Financial Software - Email Billing

8.1.1 Council discussed the proposal from Cogsdale to develop a module for Email Billing. *No action.*

8.2 Curb Stop Location Proposal - KNWSA

8.2.1 Council discussed the proposal from the KNWSA for Collection of Updated GPS Coordinates for WPCC Water Valves. Committee of Council recommended approval to Town Council.

8.3 Home Based Business Request – C. Arsenault

8.3.1 *Moved by Deputy Mayor Mann, seconded by Councillor Pickering*

BE IT RESOLVED THAT Committee of Council recommend to Town Council that the request from Carla Arsenault to operate an art gallery out of a property located at 87 Broadway Street North be approved subject to full compliance with the Development Control Bylaw.

Unanimously carried.

8.4 Town Hall Roof Replacement

8.4.1 Council discussed the need to replace the roof of the Town Hall. Mr. Baker will develop a Request for Quotations.

8.5 Train Station Water Softener

8.5.1 Committee of Council discussed the request from the Island Stone Pub for the Town's consideration of a shared cost purchase of a water softener for the building to assist in issues they're experiencing from hard water buildup.

8.5.2 Councillor Pickering requested that additional quotes be provided and a RFD be presented to Council in the Regular June Meeting of Town Council for consideration.

9. Councillor Issues/Inquiries

9.1 Deputy Mayor Mann expressed his appreciation that the doors at the Community Gardens Complex have been painted.

9.2 Councillor Mill discussed the Do Crew's project to scrape and paint the Freight Shed at the Kensington Railyards and encouraged councillors to join the initiative.

9.3 Councillor Spencer requested that the "New" signs attached to the 40 km speed signs be removed.

9.4 Councillor Pickering thanked everyone who participated in the Annual Town Clean-up.

9.5 Councillor Pickering committed 6 hours of volunteers from Broadway 45 for the Scrape and Paint Day for Freight Shed, Do Crew Project.

9.6 Councillor Pickering indicated her concerns regarding the traffic on Commercial Street, primarily on the eastern corner of Broadway Street N and Commercial Street. Councillor Pickering requested that staff look into available options to resolve the congestion and suggested that Commercial Street be changed to one way traffic.

10. Correspondence

10.1 A letter from KISH requesting financial donations for the end of year prizes.

Moved by Councillor Doucette, seconded by Councillor MacLean to recommend to Town Council the approval of a \$450.00 donation to KISH year end safe grad and prizes. Unanimously carried.

- 10.2** A letter from the PEI Rural Beautification Society requesting the Town's financial support.

Moved by Councillor Spencer, seconded by Deputy Mayor Mann to recommend to Town Council the approval of a \$300.00 donation to the PEI Rural Beautification Society. Unanimously carried.

- 10.3** A letter from the Lady Slipper Kennel Club requesting sponsorship for group awards by purchasing an advertisement in their Show Catalogue.

Moved by Councillor Doucette, seconded by Councillor Mill to recommend to Town Council the approval of the purchase of a coloured page ad in the Lady Slipper Kennel Club Show Catalogue for \$115.00 plus HST. Unanimously carried.

- 10.4** An email from the Kensington Heritage Library requesting the Town assist with the purchase of People Counters to track the traffic volume at the Library. They anticipate that tracking the number of visitors will assist in their request for more weekly hours at the library.

Council reviewed the request and requested further information and options on the tracking devices.

11. Other

11.1 *Nil*

12. In-Camera (Closed Session)

12.1 *Nil*

13. Adjournment

13.1 *Moved by Councillor Pickering, seconded by Councillor Doucette to adjourn the meeting at 8:33 PM. Unanimously carried.*

Wendy MacKinnon,
Deputy Administrator

Rowan Caseley,
Mayor