

**Town of Kensington  
Committee of Council Meeting  
Monday, May 24, 2022  
6:30 PM**

**Council Members Present:** Mayor, Rowan Caseley;  
Councillors: MacRae, Toombs, Spencer and Mann

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

**Regrets:** Deputy Mayor Pickering & Councillor Gallant

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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 the Committee of Council members and staff to the April Committee of Council meeting. Mayor Caseley acknowledged that the land on which we gather is the traditional and unceded territory of the Mi'kmaq First Nation.

**2. Adoption of Agenda**

**2.1** *Moved by Councillor Spencer, seconded by Councillor MacRae to approve the agenda for May 24, 2022, Committee of Council meeting with the addition of two items 8B Annual Line Painting and 8C Town Hall/Police Department area paving. Unanimously carried.*

**3. Declaration of Conflict of Interest**

**3.1** Mayor Caseley discussed that Members of the Committee of 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 Toombs, seconded by Councillor Spencer to approve the Committee of Council meeting minutes from April 25, 2022. Unanimously carried.*

**6. Business Arising from Minutes**

**6.1** *Nil.*

**7. Staff Reports**

**7.1 CAO's Report**

**7.1.1** *Moved by Councillor Spencer, seconded by Councillor Toombs to receive and recommend Town Council's approval to adopt the May 2022 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

**7.2 Fire Department Statistical Report**

**7.2.1** *Moved by Councillor MacRae, seconded by Councillor Spencer to receive and recommend Town Council's approval to adopt the April 2022 Fire Chief's Report as prepared by Fire Chief Hickey. Unanimously carried.*

**7.3 Police Department Statistical Report**

**7.3.1** *Moved by Councillor Spencer, seconded by Councillor Toombs to receive and recommend Town Council's approval to adopt the April 2022 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

**7.3.2** Annual Bike Rodeo will be held on Saturday, June 11 at the Credit Union Centre.

**7.3.3** Annual Fishing Derby will be held on Saturday, June 4 at the Alysha Toombs Memorial Park.

**7.3.4** Councillor MacRae thanked Chief Sutherland for organizing the Family Violence Walk in Silence.

*Chief Sutherland excused themselves from the Council Chamber at 6:42 pm*

**7.4 Development Permit Summary Report**

**7.4.1** *Moved by Councillor Toombs, seconded by Councillor Spencer to receive the Development Permit Summary Report for the month of May as prepared by Municipal Clerk, Kim Caseley. Unanimously carried.*

**7.5 Financial Report - Bills List**

**7.5.1** *Moved by Councillor Mann, seconded by Councillor MacRae to receive and recommend Town Council's approval to adopt the General Bills for April 2022 in the amount of \$207,009.25. Unanimously carried.*

**7.5.2** *Moved by Councillor Mann, seconded by Councillor Toombs to receive and recommend Town Council's approval to adopt the Capital*

*Expenditures for April 2022 in the amount of \$300,254.70. Unanimously carried.*

**7.5.3** *Moved by Councillor Mann, seconded by Councillor Spencer to receive, and recommend Town Council's approval to adopt the Water & Sewer Utility Bills for April 2022 in the amount of \$6,813.35. Unanimously carried.*

**7.6 Summary Income Statement**

**7.6.1** *Moved by Councillor Spencer, seconded by Councillor Mann to receive and recommend Town Council's approval to adopt the Summary Income Statements for April 2022, as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

**7.7 Credit Union Centre Report**

**7.7.1** *Moved by Councillor Toombs, seconded by Councillor Spencer to receive and recommend Town Council's approval to adopt the Credit Union Centre Report for April 2022, as prepared by CUC Manager, Robert Wood. Unanimously carried.*

**8. New Business**

**8.1 Hello Restaurant – Liquor License Request**

**8.1.1** *Moved by Councillor Toombs, seconded by Councillor MacRae,*

*BE IT RESOLVED THAT Committee of Council authorize the CAO to provide a letter of support to 102620 PEI Inc. for their application to the Prince Edward Island Liquor Control Corporation for a lounge and dining room liquor license for their restaurant operation located at 88 Victoria Street West.*

*Unanimously carried.*

**8.2 Annual Street Line Painting Program**

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

*BE IT RESOLVED THAT Committee of Council authorize the CAO to approve a contract with On-the-Go Property Maintenance to undertake the 2022 annual street and parking area line painting program, as per their quote dated May 23, 2022 in the amount of \$3,700.00 plus HST.*

*Unanimously carried.*

**8.3 Town Hall/Police Department Parking Area Repaving**

**8.3.1** *Moved by Councillor Toombs, seconded by Councillor Spencer*

*BE IT RESOLVED THAT Committee of Council recommend that Town Council approve a contract with Hynes Paving to complete the re-paving of the Town Hall parking area and Police Department apron as per their quote dated April 30, 2022, in the amount of \$52,200.00 plus HST.*

*Unanimously carried.*

**8.3.2** *Moved by Councillor Mann, seconded by Councillor Spencer*

*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 Committee of Council has recommended that Town Council authorize a capital project to proceed with repaving the town hall parking area and police department apron at a cost of \$52,200.00 plus HST;*

*AND WHEREAS a portion of the underground storm sewer system located underneath the town hall parking area may require repair, replacement and/or removal;*

*AND WHEREAS the amount to be borrowed will not cause the Town to exceed its legislated debt capacity;*

*BE IT RESOLVED that Committee of Council recommend that Town Council be empowered to borrow up to \$100,000 from the Scotiabank, under the following terms:*

*i repayable in full by Town Council over an amortization of 10 years.*

*ii at a negotiated interest rate, with interest payable monthly.*

*iii advances repayable on demand.*

*Unanimously carried.*

**9. Councillor Issues/Inquiries**

**9.1** Mayor Caseley acknowledged May 24-28 as Indigenous Awareness Week. The Town of Kensington was recently presented with a Reconciliation Recognition Award.

**10. Correspondence**

**10.1** A Thank You card from Cindy Toombs and family for the Town's donation.

**10.2** Kids Help Phone newsletter.

**10.3** A letter from MJS Marketing requesting the Town to purchase an ad in the 2022 Twin Shores publication.

*Moved by Councillor Toombs, seconded by Councillor MacRae to approve a ½ page coloured ad in the 2022 Twin Shores Campers publication in the amount of \$495.00 plus HST.*

*Unanimously carried.*

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

**11.1** *Nil.*

**12. Adjournment**

**12.1** *Moved by Councillor Toombs, seconded by Councillor Spencer to adjourn the meeting at 7:09 pm. Unanimously carried.*

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Geoff Baker,  
CAO

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Rowan Caseley,  
Mayor