

**Town of Kensington
Committee of Council Meeting
Monday, November 23, 2020
6:30 PM**

Council Members Present: Mayor, Rowan Caseley; Deputy Mayor, Coreen Pickering
Councillors: Bernard, Gallant, Toombs, Spencer and
Mann.

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

Visitors: Jason Simmonds – Journal Pioneer

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 Gallant, seconded by Councillor Toombs to approve the agenda for the November 23, 2020 Committee of Council meeting. Unanimously carried.*

3. Declaration of Conflict of Interest

3.1 Mayor Caseley discussed that Members of 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 Spencer, seconded by Councillor Bernard to approve the Committee of Council meeting minutes from October 26, 2020. Unanimously carried.*

6. Business Arising from Minutes

6.1 *Nil*

7. Staff Reports

7.1 CAO's Report

7.1.1 *Moved by Councillor Toombs, seconded by Councillor Spencer to receive and recommend approval to Town Council the adoption of the November 2020 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.2 Fire Department Statistical Report

7.2.1 *Moved by Deputy Mayor Pickering, seconded by Councillor Toombs to recommend to Town Council the adoption of the October 2020 Fire Chief's Report as prepared by Fire Chief Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

7.3.1 *Moved by Councillor Toombs, seconded by Councillor Spencer to recommend to Town Council the adoption of the October 2020 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 Toombs to receive the November 2020 Development Permit Summary Report as prepared by Administrative Assistant, Kim Caseley. Unanimously carried.*

7.5 Financial Report (Summary Income Statement & Bills List)

7.5.1 *Moved by Councillor Mann, seconded by Councillor Toombs to recommend to Town Council the approval of the General Bills List for October 2020 in the amount of \$695,648.09. Unanimously carried.*

7.5.2 *Moved by Councillor Mann, seconded by Councillor Spencer to recommend to Town Council the approval of the Water & Pollution Control Corporation Bills List for October 2020 in the amount of \$24,393.35. Unanimously carried.*

7.6 Summary Income Statement

7.6.1 *Moved by Councillor Mann, seconded by Councillor Bernard to recommend to Town Council the adoption of the Summary Income Statements for October 2020, 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 recommend to Town Council the adoption of the Credit Union Centre Report for October 2020, as prepared by CUC Manager, Robert Wood. Unanimously carried.*

7.7.2 Deputy Mayor Pickering requested that Copper Shore Electrical be recognized by the Town for their donation and installation of an outdoor light on the South side Credit Union Centre exit.

8. New Business

8.1 Active Transportation System Extensions Project

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

WHEREAS Town Council are intent on extending sidewalks to provide connectivity and safe access to the Town's active transportation system including the Confederation Trail and John Hogg Public Forest Trail systems;

AND WHEREAS Town Council's '10-year Strategic Vision' and 'Official Plan' policies support active transportation, connectivity and environmental stewardship;

BE IT RESOLVED THAT Town Council authorize the Chief Administrative Officer to complete an application to the Province of Prince Edward Island Active Transportation Funding Program to fund a portion of the Town of Kensington Active Transportation System Extensions project.

Unanimously carried.

9. Councillor Issues/Inquiries

9.1 Mayor Caseley confirmed that the Annual Tree Lighting at the Railyards will take place following the parade. Due to Covid-19 restrictions, we will not hold a public event this year.

9.2 Mayor Caseley discussed with Council a request from Habitat for Humanity PEI CAO, Jamie MacKay. Mr. MacKay has requested support from the Town of Kensington for a potential build within the Town. Mayor Caseley inquired if Council would be interested in financially supporting this initiative through options such as a credit to the water and sewer utility and/or forgoing the applicable development & permit fees. Council agreed they would like to have further discussions in this regard with Mr. MacKay and the Habitat for Humanity organization.

- 9.3** Councillor Gallant shared with Council the passing of Colin. B. Estabrooks, a former employee of the Town of Kensington, where he started his policing career.

10. Correspondence

- 10.1** A letter from the Dairy Farmers of PEI to the Kensington Fire Department thanking them for their service. The correspondence included a \$500.00 donation from the Dairy Farmers organization to the Fire Department.

- 10.2** A letter from The Honourable Percy Downe requesting support to prevent the future cancellation of the CBC evening TV news show Compass.

Moved by Councillor Toombs, seconded by Councillor Spencer to send a letter of support to the Secretary General of the CRTC in an effort to prevent the future cancellation of the CBC evening TV news show, Compass. Unanimously carried.

- 10.3** A letter from Warren Ellis, owner of Frosty Treat #2 requesting to be annexed inside the Town of Kensington boundary.

- 10.4** A letter from Ryan Simmonds requesting the re-zoning of Lot #8 in the Lions Drive subdivision. Mr. Baker confirmed the request is being reviewed by DV8 Consulting and will be brought forward to Town Council for consideration.

- 10.5** A letter from Q93/SPUD102/CFCY with information on the Season's Greetings ad for 2020.

Moved by Councillor Toombs, seconded by Deputy Mayor Pickering to give direction to Town staff to proceed with the 2020 Q93/SPUD102/CFCY Season's Greetings ad for \$349.00. Unanimously carried.

11. In-Camera (Closed Session)

- 11.1** *Nil*

12. Adjournment

- 12.1** *Moved by Councillor Toombs, seconded by Councillor Gallant to adjourn the meeting at 7:20 pm. Unanimously carried.*

Geoff Baker,
CAO

Rowan Caseley,
Mayor