

**Town of Kensington  
Committee of Council Meeting  
Monday, September 24, 2018  
6:30 PM**

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

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

**Visitors:** John Flood and Randy Robar

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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 Mill, seconded by Councillor MacLean to approve the agenda for the September 2018 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** John Flood, former Charlottetown Police Officer and Randy Robar, former RCMP Commanding Officer provided Committee of Council with an update on the Provincial Policing Review and initiatives being worked on by the Police Services Transition Steering Committee and the Police Services Transition Leadership Team, with specific reference to the establishment of a new e-ticketing regime for the entire Province.

*John Flood and Randy Robar excused themselves from the Council Chamber at 7:25 pm.*

**5. Adoption of Previous Meeting Minutes**

**5.1** *Moved by Councillor Spencer, seconded by Councillor Doucette to approve the Committee of Council meeting minutes from June 25, 2018. Unanimously*

*carried.*

**6. Business Arising from Minutes**

**6.1** Councillor Spencer inquired about the status of the surplus Fitplex Equipment.

**6.2** Councillor Spencer requested that the long grass between the road and sidewalks be cut in several locations throughout the town.

**7. Staff Reports**

**7.1 CAO's Report**

**7.1.1** *Moved by Councillor Doucette, seconded by Councillor Spencer to receive the September 2018 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

**7.1.2** Deputy Mayor Mann inquired about the sale of the street sweeper. Mr. Baker confirmed that there was some work required, but currently had an interested purchaser. Mr. Baker will provide further information as it becomes available.

**7.1.3** Mayor Caseley presented the draft design work for the railyard signage project. General support was given by Council to the concept drawings, with the request to change the design photo for the sign located adjacent to the train station.

**7.1.4** Mayor Caseley shared with Council, a sign donated by members of the Kensington Artisans Market. Council expressed their thanks and appreciation.

**7.2 Fire Department Statistical Report**

**7.2.1** *Moved by Councillor Mill, seconded by Councillor Spencer to recommend to Town Council the adoption of the August 2018 Fire Chief's 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 Spencer to recommend to Town Council the adoption of the August 2018 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

*Chief Sutherland excused himself from the Council Chamber at 8:00 pm.*

**7.4 Development Permit Summary Report**

**7.4.1** *Moved by Councillor Spencer, seconded by Councillor Doucette to receive the Development Permit Summary Report for September 2018 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 MacLean to recommend to Town Council the approval of the General Bills List for August 2018 in the amount of \$222,649.03. Unanimously carried.*

**7.6 Summary Income Statement**

**7.6.1** *Moved by Deputy Mayor Mann, seconded by Councillor Pickering to recommend to Town Council the adoption of the Summary Income Statements for August 2018, as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

**7.7 Credit Union Centre Report**

**7.7.1** *Moved by Councillor Spencer, seconded by Councillor Doucette to recommend to Town Council the adoption of the Credit Union Centre Report for August 2018, as prepared by CUC Manager, Robert Wood. Unanimously carried.*

**7.7.2** Deputy Mayor Mann noted that the wall behind the old Community Gardens Complex sign was not painted prior to the new sign installation.

**7.7.3** Councillor Mill inquired if a rain date should be scheduled for the Harvest Festival Parade in future years. Mr. Baker noted that the parade requires many volunteers and organizers, including police services to facilitate the event in a safe manner. It was determined to proceed without scheduling a rain date at this time.

**7.7.4** Deputy Mayor Mann noted that the outside double door in the back hallway of the Credit Union Centre is not locking properly. He also expressed concern that the door handles on the rink dressing rooms are not large enough for the hockey players to open the door when wearing their hockey gloves.

**7.7.5** Councillor Pickering requested that the Credit Union Centre staff make organizers aware if the outside washroom is unavailable when booking ball tournaments.

**7.7.6** Councillor Mill inquired about having an electric sign installed at the Credit Union Centre to promote events.

**8. New Business**

## **8.1 2018 Municipal Election Timeline**

**8.1.1** Received for information, with the amendment of the Advanced Poll date from November 3, 2018 to the correct date of October 27, 2018.

## **8.2 Conflict of Interest Bylaw**

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

*THAT Committee of Council recommend that Town Council give first reading to the Conflict of Interest Bylaw at their October regular meeting. Unanimously carried.*

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

**9.1** Councillor MacLean inquired about the plans to expand the Town following the upcoming election. Mayor Caseley noted that this is an item that will be reviewed as part of the strategic plan that the Town is currently in the process of completing. The Town has held many discussions with the Province in regards to the development of a new industrial park and will continue to work on a solution.

**9.2** Councillor Spencer noted that the pot hole located by his property on Linwood Dr. has not been patched.

**9.3** Councillor Spencer discussed the public transit bus drop off and pick up locations in Kensington. It was requested that Town consider the construction of a bus shelter and looking into changing their pick-up location. Mr. Baker will speak with the transit company for further details.

**9.4** Councillor Doucette requested that the sidewalks be marked in areas that need repair to help bring attention to walkers as they can be a tripping hazard.

**9.5** Mayor Caseley expressed his appreciation to Ken Fornetran for his work organizing the Kensington Musical Nights Series. A letter of appreciation will be drafted and forwarded to Mr. Fornetran.

**9.6** Mr. Baker discussed the available funds in the pothole patching budget. Public works staff have requested quotations on the replacement of two sections of sidewalk located on School Street and Commercial Street. Information will be brought forward at the October Council meeting.

**9.7** Mr. Baker announced that Fire Chief Allan Sudsbury has resigned as Chief effective of October 1, 2018. Deputy Chief Rodney Hickey will resume the position of acting Chief until a Chief has been appointed.

## **10. Correspondence**

**10.1** A donation request from PEI Military Family Resource Centre.

*Moved by Councillor Doucette, seconded by Deputy Mayor Mann to recommend to Town Council they approve a \$100.00 donation to the PEI Military Family Resource Centre to support their 3rd annual performance of SALUTE. Unanimously carried.*

**10.2** A Thank You letter from Jamie MacKay on behalf of the Ross's Place community garden.

**10.3** A donation request from the KISH Student Breakfast Program.

*Moved by Councillor Pickering, seconded by Councillor Doucette to recommend to Town Council they approve a \$120.00 donation to the KISH Student Breakfast Program. Unanimously carried.*

**10.4** A letter from Ryan Simmons requesting financial support for the travel expenses for Miss Community Gardens to attend an annual exchange in Newfoundland.

*Moved by Councillor Pickering, seconded by Councillor MacLean to recommend to Town Council a \$400.00 donation to Miss Community Gardens to facilitate her flight to Newfoundland to take part in the annual exchange with Miss Newfoundland and Labrador. Unanimously carried.*

**10.5** A donation request from The Kidney Foundation of Canada requesting the Town purchase tickets to their annual Gala of Home fundraising event. – *No action*

**10.6** A donation request from Camp Triumph requesting the Town purchase tickets to their annual Gala Dinner and Concert fundraising event.

*Moved by Councillor Spencer, seconded by Councillor MacLean to provide a \$100 donation in support of the Camp Triumph fundraising efforts. Unanimously carried.*

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

**11.1** *Nil*

**12. Adjournment**

**12.1** *Moved by Councillor Spencer, seconded by Councillor Mill to adjourn the meeting at 9:00 PM. Unanimously carried.*

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Wendy MacKinnon,  
Deputy Administrator

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Rowan Caseley,  
Mayor