

**Town of Kensington
Minutes of Regular Council Meeting
Monday, November 9, 2015
7:00 PM**

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

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

Regrets: Councillor Pickering

1. Calling of Meeting to Order

1.1 Mayor Caseley called the meeting to order at 7:00 PM and welcomed Council members and staff.

2. Approval of Tentative Agenda

2.1 *Moved by Councillor MacLean, seconded by Councillor Spencer to approve the tentative agenda for the November 9, 2015 regular meeting of Town Council with the addition of Item #9 RFQ - Multipurpose Sidewalk Tractor and Item #10 RFD - 2015/2016 Snow Removal Contract. 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 / Presentations

4.1 Nil

5. Approval of Minutes of Previous Meeting

5.1 *Moved by Councillor Doucette, seconded by Councillor Mill to approve the minutes from the October 13, 2015 regular meeting of Town Council. Unanimously carried.*

6. Business Arising from Minutes

6.1 **Regular Council Meeting October 13, 2015 - Nil.**

7. Committee Reports

7.1 Public Safety Committee

7.1.1 *Moved by Councillor Doucette, seconded by Councillor Spencer to adopt the October 2015 Public Safety Committee Report as presented by Councillor Doucette. Unanimously carried.*

7.1.2 *Moved by Councillor Doucette, seconded by Councillor Spencer to adopt the October 2015 Fire Chiefs Report as prepared by Deputy Fire Chief Hickey. Unanimously carried.*

7.1.3 *Moved by Councillor Doucette, seconded by Councillor MacLean to approve the October 2015 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.2 Community Services Committee

7.2.1 *Moved by Councillor Spencer, seconded by Councillor Doucette to approve the October 2015 Community Services Committee report as presented by Councillor Spencer. Unanimously carried.*

7.2.2 *Moved by Councillor Spencer, seconded by Councillor MacLean THAT Town Council move forward with the Kensington Storm Drainage alignment along Pleasant Street as presented by WSP Engineering and the Community Services Committee. Unanimously carried.*

7.2.3 *Moved by Councillor Spencer, seconded by Councillor MacLean to approve the Building Permit Summary Report for October 2015. Unanimously carried.*

7.3 Wellness and Culture Committee

7.3.1 *Moved by Councillor Mill, seconded by Councillor Doucette to approve the October 2015 Wellness and Culture Committee report as prepared by Councillor Pickering. Unanimously carried.*

7.4.1 *Moved by Councillor Mill, seconded by Councillor Spencer THAT Town Council award a contract for the supply and installation of a card swipe access system and associated components for the Fitplex at the Community Gardens Complex to Combat Computers as per their quote dated October 2, 2015 in the amount of \$6,822.89 HST included. Unanimously carried.*

7.4 Finance and Administration Committee Report

7.4.1 *Moved by Deputy Mayor Mann, seconded by Councillor Spencer to adopt the Finance and Administration Committee report for the month*

of October 2015, as presented by Deputy Mayor Mann. Unanimously carried.

7.4.2 *Moved by Deputy Mayor Mann, seconded by Councillor Doucette to approve the payment of bills in the amount of \$242,325.76 for the month of October 2015. Unanimously carried*

7.4.3 *Moved by Deputy Mayor Mann, seconded by Councillor Spencer to approve the October 2015 Summary Income Statement as presented by Deputy Mayor Mann. Unanimously carried.*

7.4.4 *Moved by Deputy Mayor Mann, seconded by Councillor Doucette to approve the recommendation of Finance Committee to provide a Christmas bonus to the exempt administrative and managerial staff at the same level as in 2014. Unanimously carried.*

7.5 Mayor's Report

7.5.1 *Moved by Councillor MacLean, seconded by Councillor Mill to approve the Mayors report for the month of October 2015 as presented by Mayor Caseley. Unanimously carried.*

7.5.2 *Moved by Councillor Spencer, seconded by Deputy Mayor Mann to approve an annual membership of \$750.00 to the Atlantic Mayor's Congress for 2016. Unanimously carried.*

8. Council Representative Reports

8.1 Deputy Mayor Mann reported that the Federation of Prince Edward Island Municipalities (FPEIM) Semi Annual Meeting will be held on November 14, 2015 at the Tignish Legion. Council members wishing to attend should RSVP with Wendy MacKinnon.

8.2 Deputy Mayor Mann reported on the Kensington Area Chamber of Commerce Annual Business Awards Gala will be held on November 18, 2015. Any council members wishing to attend should RSVP with Wendy MacKinnon.

8.3 Mr. Baker reported that the Provincial Environmental Advisory Council will be hosting a Water Act Consultation meeting on Tuesday, November 24th at the Kensington Legion at 7:00pm. Mayor Caseley will be making a presentation on the Town's behalf.

8.4 Mr. Baker gave the following updates on ongoing items:

8.4.1 The Pleasant Street Lift Station project is anticipated to be completed within the first week of December.

8.4.2 The School Street repaving project is near completion.

8.4.3 The Woodleigh Drive sidewalk replacement project has been completed and is awaiting the final walk through to finalize the project.

8.4.4 No further updates are available regarding the wind turbine.

9. Request for Quotations – Multipurpose Sidewalk Tractor

9.1 *Moved by Councillor Spencer, seconded by Councillor Mill*

BE IT RESOLVED that Town Council approve the purchase of a 2016 Trackless, including a new Ribbon Style Snow Blower, a new salt and sand spreader and a new sixty inch Sidewalk Sweeper from Saunders Equipment at a purchase price of \$116,549.00 plus HST as per their quoted amount dated November 3, 2015.

Unanimously carried.

9.2 *Moved by Councillor Spencer, seconded by Deputy Mayor Mann*

WHEREAS S. 43 of the Municipalities Act, R.S.P.E.I., Cap. M-13, Prince Edward Island authorizes a Council to borrow money for certain purposes;

AND WHEREAS the Town issued a Request for Quotations on November 5, 2015 inviting quotations on a new sidewalk tractor;

AND WHEREAS three quotes were received from Saunders Equipment Ltd., RH MacFarlands Ltd, and Kensington Agricultural Services Ltd. with Saunders Equipment submitting a compliant quote deemed to provide best overall value to the Town;

AND WHERAS Saunders Equipment submitted a compliant bid in the amount of \$116,549.00 plus HST, deemed to provide the best overall value to the Town;

BE IT RESOLVED that the Town of Kensington be empowered to borrow up to \$116,549.00 plus HST from the Scotiabank repayable in full by Town Council over an amortization period not to exceed 10 years at a floating rate of interest.

Unanimously carried.

10. 2015/2016 Winter Services Agreement

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

BE IT RESOLVED that Town Council approve and authorize the CAO to sign the 2015-2016 Winter Services Agreement with the Department of

Transportation and Infrastructure Renewal in the amount of \$53,141.43 HST included.

Unanimously carried.

11. Correspondence

- 11.1** An email from West Prince Solar with information on their onsite solar energy report on town properties.
- 11.2** A letter from the IWK Foundation requesting financial donations.
- 11.3** A thank you letter from the 2016 PEI Special Olympics Team for the town's financial contribution to assist in travel costs to their National Winter Games in Corner Brook, Newfoundland.
- 11.4** A thank you letter from the PCH Foundation for the Town's financial contribution to the 2015 Women's Golf Classic.
- 11.5** A thank you letter from Miss Community Gardens for the Town's financial contributions towards her travel expenses to the Miss Newfoundland and Labrador Pageant.
- 11.6** Information regarding the FPEIM Semi Annual Meeting on November 14, 2015 hosted by the Community of Tignish.
- 11.7** KISH Newsletter

12. Other Items

- 12.1** Mayor Caseley requested a moment of silence in respect of Remembrance Day on November 11.

13. Adjournment

Moved by Councillor MacLean, seconded by Councillor Spencer to adjourn the meeting at 7:45PM. Unanimously carried.

Wendy MacKinnon,
Deputy Administrator

Rowan Caseley,
Mayor