

**Town of Kensington
Minutes of Regular Council Meeting
Tuesday, October 13, 2015
7:00 PM**

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

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

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 Mill, seconded by Councillor MacLean to approve the tentative agenda for the October 13, 2015 regular meeting of Town Council. 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 Pickering to approve the minutes from the September 14, 2015 regular meeting of Town Council. Unanimously carried.*

6. Business Arising from Minutes

6.1 Regular Council Meeting September 14, 2015 - Nil.

7. Committee Reports

7.1 Public Safety Committee

- 7.1.1 *Moved by Councillor Doucette, seconded by Councillor Spencer to adopt the September 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 September 2015 Fire Chiefs Report as prepared by Fire Chief Sudsbury. Unanimously carried.*
- 7.1.3 *Moved by Councillor Doucette, seconded by Councillor Spencer to approve the September 2015 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*
- 7.14 *Moved by Councillor Doucette, seconded by Councillor Spencer to approve the stealth style markings on the new police vehicle. Unanimously carried.*

7.2 Community Services Committee

- 7.2.1 *Moved by Councillor Spencer, seconded by Councillor Doucette to approve the September 2015 Community Services Committee report as presented by Councillor Spencer. Unanimously carried.*
- 7.2.2 *Moved by Councillor Spencer, seconded by Councillor Mill to approve the Building Permit Summary Report for September 2015. Unanimously carried.*
- 7.2.3 *Moved by Councillor Spencer, seconded by Councillor Pickering THAT Town Council approve a subdivision of PID # 1015148, being lands of Andrew R. Morrison located along Barrett Street, into 2 separate parcels, being lots 9E and 9W, as per drawing no. 151-11143-S01, drawn by WSP. Unanimously carried.*
- 7.2.4 *Moved by Councillor Spencer, seconded by Councillor MacLean THAT Town Council direct Chief Administrative Officer, Geoff Baker, to initiate an Amendment process to amend Section 4.37 (2)(b) of the Town of Kensington Zoning and Subdivision Control Bylaw to remove the specification of a masonry wall as the specific form of separation between two attached dwelling units, and instead require construction of the firewall based on the National Building Code and National Fire Code regulations. Unanimously carried.*

7.3 Wellness and Culture Committee

- 7.3.1 *Moved by Councillor Pickering, seconded by Councillor Doucette to approve the September 2015 Wellness and Culture Committee report as prepared by Councillor Pickering. 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 September 2015, as presented by Deputy Mayor Mann. Unanimously carried.*

7.4.2 *Moved by Deputy Mayor Mann, seconded by Councillor MacLean to approve the payment of bills in the amount of \$163,897.22 for the month of September 2015. Unanimously carried*

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

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

WHEREAS the Town of Kensington will require a Municipal Audit to be completed in fiscal years 2015, 2016 & 2017;

AND WHEREAS the Town of Kensington has issued a Request for Proposals through public invitation to eight firms;

AND WHEREAS the proposals were evaluated by staff against the terms of reference provided in the RFP for auditing and professional accounting services;

BE IT RESOLVED that the Town of Kensington award the contract for Municipal Auditing services for fiscal years 2015, 2016 and 2017 to Arsenault Best Cameron Ellis Chartered Accountants as per their proposal dated October 1, 2015 in the amount of \$9900.00 plus applicable taxes escalating by no more than inflation thereafter.

Unanimously carried.

7.4.5 *Moved by Deputy Mayor Mann, seconded by Councillor MacLean*

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 of Kensington will require bridge financing to complete the Capital Investment Plan projects to be completed in 2015 & 2016;

AND WHEREAS the total cost of all projects is estimated to be \$2,679,948.42 broken down as follows: \$316,781.25 from the Municipal Strategic Component of the New Gas Tax Fund; \$703,740.00 from the Town of Kensington's direct allocation under the Gas Tax Fund; and

\$690,057.17 from the Town's own revenue sources; \$35,000.00 from the Provincial Infrastructure Fund and \$934,370.00 from the Building Canada Fund;

AND WHEREAS the Town has received \$200,742.00 of the DA – Gas Tax funding to date and will receive an additional \$502,998.00 over the next 3 years and will need to expend these funds in year 2015 & 2016 to complete the CIP projects;

BE IT RESOLVED that the Town of Kensington be empowered to borrow up to \$502,998.00 from the Scotiabank repayable in full by Town Council over an amortization period not to exceed 3 years at a floating rate of interest payable monthly with 3 annual lump sum payment payable no later Dec 30 of each year, representing the proceeds of the 2016-2018 Direct Allocation- Gas Tax funding.

Unanimously carried.

7.4.6 *Moved by Deputy Mayor Mann, seconded by Councillor Doucette*

BE IT RESOLVED that Town Council authorize staff to submit an application to the Island Regulatory Appeals Commission for a 1.5% per year rate increase for water and a 3% per year rate increase for sewer over a five year period commencing January 1, 2016.

Unanimously carried.

7.4.7 *Moved by Deputy Mayor Mann, seconded by Councillor Doucette*

BE IT RESOLVED that Town Council approve an annual sponsorship to Kensington Meals on Wheels in the amount of \$1,200.00.

Unanimously carried.

7.4.8 *Moved by Deputy Mayor Mann, seconded by Councillor Mill*

BE IT RESOLVED that Town Council accept the quote from Capital T Electric for \$4,420.70 plus HST for the installation of four (4) electronic speed radar signs.

Unanimously carried

7.5 **Mayor's Report**

7.5.1 *Moved by Deputy Mayor Mann, seconded by Councillor Pickering to approve the Mayors report for the month of September 2015 as presented by Mayor Caseley. 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.

There are several open board positions for the FPEIM and the nomination process is currently open.

- 8.2** Deputy Mayor Mann reported on the Kensington Area Chamber of Commerce:

8.2.1 The recent mixer hosted by the Haunted Mansion had a successful turnout.

8.2.2 An All Candidates Meeting was held on October 6, 2015 with all local federal candidates. A video of the event is available on YouTube.

8.2.3 On November 18, 2015 the Chamber will host the Annual Business Awards Gala. Members of Council wishing to attend should RSVP with Wendy MacKinnon.

- 8.3** Mayor Caseley reported that the Kensington Heritage Library Committee has been restructured and any and all issues will from hereon be presented and dealt with through the Community Services Committee and Town Council..

9. Annexation of Lands of Matthew Gallant and Joni Albert Pid No. 465708-000

- 9.1** *Moved by Councillor Spencer, seconded by Councillor MacLean*

WHEREAS the Town of Kensington has received a request from Matt Gallant for the annexation of lands identified as PID # 465708-000 consisting of approximately 0.34 acres;

AND WHEREAS this land parcel is in close proximity to the Town of Kensington municipal boundary;

BE IT RESOLVED that the Town of Kensington, in accordance with Section 12 of the Municipalities Act, Province of Prince Edward Island, formally apply to the Minister for annexation of lands as identified herein and as shown in the attached GIS documentation shown in the Province's Geolinc database.

Unanimously carried.

10. Woodleigh Drive Sidewalk Replacement/School Street Paving – 2015 Capital Investment Plan

- 10.1** *Moved by Councillor Spencer, seconded by Councillor Mill,*

WHEREAS tender documents were issued on September 21, 2015 for the completion of the Woodleigh Drive Sidewalk/School Street Paving project;

AND WHEREAS one tender was received from Curran and Briggs Ltd. in the amount of \$324, 950.00 including HST;

AND WHEREAS Curran and Briggs are capable in all respects to complete the required work;

BE IT RESOLVED that the contract for the completion of the Woodleigh Drive Sidewalk/School Street Paving project be awarded to Curran and Briggs Ltd. as per their tender dated October 5, 2015 in the amount of \$324,950.00 including HST.

Unanimously carried.

11. Railyards Property Lease Agreement Amendment

11.1 Moved by Deputy Mayor Mann, seconded by Councillor Spencer.

WHEREAS Beach Light Holdings Ltd. are in the process of acquiring the leasing rights to certain Kensington Railyards properties;

AND WHEREAS Kensington Town Council has previously approved the transfer of the aforementioned leasing rights;

AND WHEREAS a request has been received from Beach Light Holdings Ltd. to amend the original lease agreement to include a 50 year lease term effective September 14, 2015 and ending on September 13, 2065;

BE IT RESOLVED that Kensington Town Council approve a lease amendment between the Town of Kensington and Beach Light Holdings Ltd. to facilitate the re-starting of the lease term effective September 14, 2015 and ending on September 13, 2065;

BE IT FURTHER RESOLVED that the Chief Administrative Officer and the Mayor be authorized to execute on behalf of the Town of Kensington the Lease Amending Agreement and the Notice of Amended Lease.

Unanimously carried.

12. Correspondence

12.1 An email from Vicki Smith thanking Mayor Caseley and the Town for sending her a copy of the 2014 commemorative booklet and calendars.

12.2 A letter from the Team PEI – Special Olympics requesting financial support for the 2016 Summer Games.

Moved by Councillor Pickering, seconded by Councillor Mill to approve a

*\$150.00 competition uniform donation to Team PEI – Special Olympics.
Unanimously carried.*

12.3 KISH Newsletters from September and October

12.4 A request for sponsorship from the Kensington Wild Hockey Club requesting the town to continue their annual sponsorship of \$750.00.

*Moved by Councillor Spencer, seconded by Councillor Mill to approve a Player Sponsorship for the Kensington Wild Hockey Team in the amount of \$750.00.
Unanimously carried.*

12.5 A sponsorship request from the Kensington & Area Chamber of Commerce. Council discussed their current contributions to the Chamber and declined further sponsorship at this time.

13. Adjournment

Moved by Councillor Spencer, seconded by Councillor Doucette to adjourn the meeting at 8:02 PM. Unanimously carried.

Wendy MacKinnon,
Deputy Administrator

Rowan Caseley,
Mayor