

Town of Kensington
Minutes of Regular Council Meeting
Monday, October 9, 2018
7:00 PM

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

Staff Members Present: Chief Administrative Officer, Geoff Baker; Deputy Administrator, Wendy MacKinnon; Administrative Assistant, Kim Caseley; Police Chief, Lewie 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 Spencer to approve the tentative agenda for the October 9, 2018 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 MacLean, seconded by Councillor Doucette to approve the minutes from the September 10, 2018 regular meeting of Town Council. Unanimously carried.*

6. Business Arising from Minutes

6.1 Councillor Spencer noted that vehicles continue to park along Pleasant Street at the corner of Broadway Street. Mr. Baker noted that he spoke with the property owner and they have been requesting their customers visiting their home base business to park away from the intersection.

7. Reports

7.1 CAO's Report

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

7.1.2 Councillor Spencer inquired about the status of the Town's current Emergency Measures Coordinator. Mr. Baker noted that the Town may want to consider alternative options for a coordinator. Further discussion will be required.

7.1.3 Mayor Caseley noted that the street sweeper has been looked at by a local mechanic and it was determined that it requires some work before it is considered road worthy. Mr. Baker will bring further information forward on its disposal, as the information becomes available.

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Mill, seconded by Councillor Spencer to approve the August 2018 Fire Statistical report as prepared by Deputy Fire Chief, Rodney Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

7.3.1 *Moved by Councillor MacLean, seconded by Councillor Doucette to approve the August 2018 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.3.2 Chief Sutherland provided a brief update on recent occurrences the department responded to.

Chief Sutherland excused himself from the Council Chamber at 7:22 pm.

7.4 Development Permit Summary Report

7.4.1 *Moved by Councillor Spencer, seconded by Councillor MacLean to approve the Development Permit Summary Report for the month of October 2018. Unanimously carried.*

7.5 Bills List

7.5.1 *Moved by Deputy Mayor Mann, seconded by Councillor Doucette to approve the August 2018 Bills in the amount of \$222,649.03. Unanimously carried.*

7.6 Summary Income Statement

7.6.1 *Moved by Councillor Doucette, seconded by Deputy Mayor Mann to approve the Summary Income Statement for the month of August 2018. Unanimously carried.*

7.7 Credit Union Centre Report

7.7.1 *Moved by Councillor MacLean, seconded by Councillor Spencer to approve the Credit Union Centre report for the month of August 2018. Unanimously carried.*

7.8 Mayor's Report

7.8.1 *Moved by Councillor Mill, seconded by Deputy Mayor Mann to approve the Mayors report for the month of October 2018 as presented by Mayor Caseley. Unanimously carried.*

7.9 Federation of PEI Municipalities and Kensington Area Chamber of Commerce (KACC) Report

7.9.1 FPEIM recently hired a new Member Services and Communication Officer, Tracey Allen.

7.9.2 The KACC Annual Golf Tournament was successfully held on September 20, 2018.

8. New Business

8.1 Request for Decisions

8.1.1 Conflict of Interest Bylaw

8.1.1.1 *First Reading*

Moved by Councillor Spencer, seconded by Councillor Doucette

WHEREAS Section 97 of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., requires a Council to establish a bylaw outlining a procedure to be followed by a member of Council if the member believes or suspects that they may have a conflict of interest or if a complaint is received by council that a member has a conflict of interest;

AND WHEREAS it is deemed desirable to provide clarity around what constitutes a Conflict of Interest;

BE IT RESOLVED that the Town of Kensington Conflict of Interest Bylaw (Bylaw # 2018-06) be hereby read a first time.

Unanimously carried.

8.1.1.2 *Approval of First Reading*

Moved by Councillor Doucette, seconded by Councillor Spencer

WHEREAS Section 97 of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., requires a Council to establish a bylaw outlining a procedure to be followed by a member of Council if the member believes or suspects that they may have a conflict of interest or if a complaint is received by council that a member has a conflict of interest;

AND WHEREAS it is deemed desirable to provide clarity around what constitutes a Conflict of Interest;

AND WHEREAS the Conflict of Interest Bylaw (Bylaw #2018-06) was read a first time at this meeting;

BE IT RESOLVED that the Town of Kensington Conflict of Interest Bylaw (Bylaw #2018-06) be hereby approved.

Unanimously carried.

8.1.2 Kensington Fire Chief Appointment

8.1.2.1 Moved Councillor Spencer, seconded by Councillor Doucette

THAT Acting Fire Chief Rodney Hickey be formally promoted to the full time Fire Chief position with the Kensington Fire Department effective immediately, as recommended by the CAO.

Unanimously carried.

8.1.3 Various Donation Requests

8.1.3.1 Moved by Councillor Spencer, seconded by Councillor Doucette

THAT Town Council approve the following donations:

- 1. \$100.00 to the PEI Military Family Resource Centre to support their 3rd annual performance of SALUTE;*
- 2. \$360.00 to support the KISH Breakfast Program;*
- 3. \$400.00 to Miss Community Gardens to facilitate her flight to Newfoundland to take part in the annual exchange with Miss Newfoundland and Labrador; and*
- 4. \$100.00 to support Camp Triumph.*

Unanimously carried.

Councillor Pickering joined the Council Meeting at 7:43 pm

8.1.4 Kensington Fire Department Policy and Standard Operating Guideline (SOG) Manual

8.1.4.1 Councillors addressed the following items that require additional clarification or correction within the manual.

1. Grammatical error on page 14 (Media Release) should read ‘or’ as opposed to ‘of’.
2. The addition of ‘or equivalent’ on pages 48/49 when discussing qualifications of positions to allow provisions for individuals trained out of the Province of PEI.

The Kensington Fire Department Policy and Standard Operating Guideline (SOG) Manual will be reviewed at the October Committee of Council meeting for recommendation of approval at the November Council Meeting.

8.2 Other Matters

8.2.1 Councillor Spencer requested an update of the status of the removal of 4 dead trees located along the Confederation Trail behind the Haunted Manion. Mr. Baker confirmed that he spoke with John Davison from the Haunted Mansion and he volunteered to remove the trees.

8.2.2 Councillor MacLean requested that the timer for the Confederation Trail Lights at the Railyards be adjusted to turn on earlier.

9. Correspondence

9.1 A donation request in support of a benefit for Maureen McMurrer to assist with her medical expenses during her treatment for pancreatic cancer. *No action*

9.2 Information on the 2019 Prime Minister’s World Teachers Day and Awards competition.

9.3 A Thank You letter from the PEI Humane Society for the Towns financial donation.

10. In-Camera

10.1 *Nil*

11. Adjournment

Moved by Councillor Doucette, seconded by Councillor Spencer to adjourn the meeting at 8:05 PM. Unanimously carried.

Wendy MacKinnon,
Deputy Administrator

Rowan Caseley,
Mayor