

Town of Kensington
Minutes of Regular Council Meeting
Monday, September 10, 2018
7:00 PM

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

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

Regrets: Councillor Doucette

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 September 10, 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 Spencer, seconded by Councillor Pickering to approve the minutes from the August 13, 2018 regular meeting of Town Council. Unanimously carried.*

6. Business Arising from Minutes

6.1 Councillor Spencer noted that the crosswalk lights at the Victoria/Broadway intersection have lost their set timing and are not staying on long enough for pedestrians to cross the street safely. Chief Sutherland will contact the Department of Transportation to report the issue. Chief Sutherland suggested that the Town look into a crosswalk flags program to

add additional safety for pedestrians crossing.

7. Reports

7.1 CAO's Report

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

7.1.2 Councillor Spencer thanked staff for their work in implementing the crosswalk volunteers for the beginning of the school year.

7.1.3 Councillor Mill inquired about the status of the warm room at the Credit Union Centre. Mr. Baker confirmed that the Town has not received architectural drawings for the construction at this time.

7.1.4 Mayor Caseley spoke on the process of the strategic plan and requested all Council members to participate in the 'request for online feedback' that was sent via email.

7.1.5 Mayor Caseley confirmed that Council will have the opportunity to review the process and criteria of the community endorsement component of the PNP Program prior to Mr. Baker scheduling any further endorsement meetings.

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Mill, seconded by Councillor Spencer to approve the July 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 Spencer, seconded by Councillor Pickering to approve the July 2018 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

Chief Sutherland excused himself from the Council Chamber at 7:19 pm.

7.4 Development Permit Summary Report

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

7.5 Bills List

7.5.1 *Moved by Deputy Mayor Mann, seconded by Councillor MacLean to approve the July 2018 Bills in the amount of \$187,344.49. Unanimously carried.*

7.6 Summary Income Statement

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

7.7 Credit Union Centre Report

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

7.8 Mayor's Report

7.8.1 *Moved by Councillor Mill, seconded by Councillor Spencer to approve the Mayors report for the month of September 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 The KACC Annual Golf Tournament will be held on September 20, 2018.

8. New Business

8.1 Request for Decisions

8.1.1 Code of Conduct for Members of Council Bylaw – Second Reading and Formal Adoption

8.1.1.1 *Second Reading*

Moved by Deputy Mayor Mann, seconded by Councillor Pickering

WHEREAS Subsection 107(1) of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., provides that a Council must, by bylaw, establish a code of conduct in accordance with the regulations to govern the conduct of the members of council;

AND WHEREAS the elected officials of the Town of Kensington recognize that they have an obligation to serve the public in a conscientious and diligent manner; understanding that the function of council members is to seek the common good of the municipality as a whole and acknowledging that they are held to a higher standard of ethical behavior and conduct due to the trust that has been placed in them;

AND WHEREAS the Council for the Town of Kensington desires to exercise its authority pursuant to the Municipal Government Act to enact a bylaw to provide for the code of conduct for members of Council;

AND WHEREAS the Code of Conduct for Members of Council Bylaw was read and approved a first time at a meeting held on August 13, 2018.

BE IT RESOLVED that the Code of Conduct for Members of Council Bylaw (Bylaw # 2018-04) be hereby read a second time.

Unanimously carried.

8.1.1.2 *Approval of Second Reading*

Moved by Councillor Mill, seconded by Councillor MacLean

WHEREAS Subsection 107(1) of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., provides that a Council must, by bylaw, establish a code of conduct in accordance with the regulations to govern the conduct of the members of council;

AND WHEREAS the elected officials of the Town of Kensington recognize that they have an obligation to serve the public in a conscientious and diligent manner; understanding that the function of council members is to seek the common good of the municipality as a whole and acknowledging that they are held to a higher standard of ethical behavior and conduct due to the trust that has been placed in them;

AND WHEREAS the Council for the Town of Kensington desires to exercise its authority pursuant to the Municipal Government Act to enact a bylaw to provide for the code of conduct for members of Council;

AND WHEREAS the Code of Conduct for Members of Council Bylaw was read and approved a first time at a meeting held on August 13, 2018;

AND WHEREAS the Code of Conduct for Members of Council Bylaw was read a second time at this meeting;

BE IT RESOLVED that the Code of Conduct for Members of Council (Bylaw # 2018-04) be hereby approved.

Unanimously carried.

8.1.1.3 *Formal Adoption*

Moved by Councillor Pickering, seconded by Councillor Spencer

WHEREAS Subsection 107(1) of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., provides that a Council must, by bylaw,

establish a code of conduct in accordance with the regulations to govern the conduct of the members of council;

AND WHEREAS the elected officials of the Town of Kensington recognize that they have an obligation to serve the public in a conscientious and diligent manner; understanding that the function of council members is to seek the common good of the municipality as a whole and acknowledging that they are held to a higher standard of ethical behavior and conduct due to the trust that has been placed in them;

AND WHEREAS the Council for the Town of Kensington desires to exercise its authority pursuant to the Municipal Government Act to enact a bylaw to provide for the code of conduct for members of Council;

AND WHEREAS the Code of Conduct for Members of Council Bylaw was read and approved a first time at a meeting held on August 13, 2018;

AND WHEREAS the Code of Conduct for Members of Council Bylaw was read and approved a second time at this meeting;

BE IT RESOLVED that the Code of Conduct for Members of Council (Bylaw # 2018-04) be hereby formally adopted.

Unanimously carried.

8.1.2 Municipal Election Proceedings Bylaw – Second Reading and Formal Adoption

8.1.2.1 Second Reading

Moved Deputy Mayor Mann, seconded by Councillor Mill

WHEREAS Section 36 of the Municipal Government Act R.S.P.E.I 1988, Cap. M-12.1., requires a municipality to pass a Bylaw that establishes:

- a. Who is eligible to contribute to an election campaign;*
- b. The limits on campaign contributions to a candidate;*
- c. The disclosure requirements in respect of campaign contributions;*
- d. The election campaign spending limits for candidates for mayor and councillor; and*
- e. The disclosure requirements in respect of campaign spending by each candidate.*

AND WHEREAS such bylaw shall establish procedures and time frames for the reporting of campaign contributions and campaign spending by all candidates;

AND WHEREAS the Municipal Election Proceedings Bylaw was read and approved a first time at a regular meeting of Town Council held on August 13, 2018;

BE IT RESOLVED that the Municipal Election Proceedings Bylaw (Bylaw #2018-05) be hereby read a second time.

Unanimously carried.

8.1.2.2 Approval of Second Reading

Moved by Councillor Spencer, seconded by Councillor MacLean

WHEREAS Section 36 of the Municipal Government Act R.S.P.E.I 1988, Cap. M-12.1., requires a municipality to pass a Bylaw that establishes:

- a) Who is eligible to contribute to an election campaign;***
- b) The limits on campaign contributions to a candidate;***
- c) The disclosure requirements in respect of campaign contributions;***
- d) The election campaign spending limits for candidates for mayor and councillor; and***
- e) The disclosure requirements in respect of campaign spending by each candidate.***

AND WHEREAS such Bylaw shall establish procedures and time frames for the reporting of campaign contributions and campaign spending by all candidates;

AND WHEREAS the Municipal Election Proceedings Bylaw was read a first time at a regular meeting of Town Council held on August 13, 2018;

AND WHEREAS the Municipal Election Proceedings Bylaw was read a second time at this meeting;

BE IT RESOLVED that the Municipal Election Proceedings Bylaw (Bylaw #2018-05) be hereby approved.

Unanimously carried.

8.1.2.3 Formal Adoption

Moved by Councillor Pickering, seconded by Councillor Spencer

WHEREAS Section 36 of the Municipal Government Act R.S.P.E.I 1988, Cap. M-12.1., requires a municipality to pass a Bylaw that establishes:

- a) Who is eligible to contribute to an election campaign;*
- b) The limits on campaign contributions to a candidate;*
- c) The disclosure requirements in respect of campaign contributions;*
- d) The election campaign spending limits for candidates for mayor and councillor; and*
- e) The disclosure requirements in respect of campaign spending by each candidate.*

AND WHEREAS such Bylaw shall establish procedures and time frames for the reporting of campaign contributions and campaign spending by all candidates;

AND WHEREAS the Municipal Election Proceedings Bylaw was read a first time at the regular meeting of Town Council held on August 13, 2018;

AND WHEREAS the Municipal Election Proceedings Bylaw was read and approved a second time at this meeting;

BE IT RESOLVED that the Municipal Election Proceedings Bylaw (Bylaw # 2018-05) be hereby formally adopted.

Unanimously carried.

8.1.3 Employee Code of Conduct Policy

8.1.3.1 *Moved by Deputy Mayor Mann, seconded by Councillor Pickering*

WHEREAS Section 86(2)(f) of the Municipal Government Act R.S.P.E.I 1988, Cap. M-12.1 requires a Town Council to establish a code of conduct for its employees that includes conflict of interest rules;

AND WHEREAS Town Council are desirous of setting acceptable standards of behavior for employees of the Town;

BE IT RESOLVED THAT the Employee Code of Conduct Policy, Policy # 02-1103-18 be hereby formally adopted as presented.

Unanimously carried.

8.1.4 Kensington Wild 2018/19 Sponsorship Request

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

THAT Kensington Town Council approve a “Jersey Sponsorship” for the Kensington Wild Major Midget Hockey Club for the 2018/19 hockey season in the amount of \$750.00.

Unanimously carried.

8.1.5 Kensington Vipers 2018/19 Sponsorship Request

8.1.5.1 *Moved by Councillor Pickering, seconded by Councillor Mill*

THAT Kensington Town Council approve a “Jersey Sponsorship” for the Kensington Moase Plumbing and Heating Vipers for the 2018/19 hockey season in the amount of \$750.00.

Unanimously carried.

8.2 Other Matters

8.2.1 Councillor Mill noted that the Town of Kensington mobile app is not automatically updating all information from the website. Staff will look into resolving the issue.

8.2.2 Councillor Spencer noted a large pothole on Linwood Drive. Staff will report it to the Department of Transportation.

8.2.3 Councillor Spencer requested that the No Parking signs along Pleasant Street on the corner of Broadway Street be re-installed as vehicles are now parking there and creating congestion at the corner. Mr. Baker will make the request to the Department of Transportation.

8.2.4 Mayor Caseley announced that he is planning to re-offer as Mayor for the November Municipal Election.

9. Correspondence

9.1 A ‘Thank You’ from the PEI Special Olympics Team for the Town’s financial support.

9.2 A ‘Thank You’ note from the Haslam Family Reunion.

10. In-Camera

10.1 *Nil*

11. Adjournment

Moved by Councillor Pickering, seconded by Councillor Spencer to adjourn the meeting at 8:17 PM. Unanimously carried.

Wendy MacKinnon,
Deputy Administrator

Rowan Caseley,
Mayor