

**Town of Kensington  
Minutes of Regular Council Meeting  
Monday, August 14, 2017  
7:00 PM**

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

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

**Visitors:** Jaunita Boucher – Kensington Girl Guides & Pathfinders  
Colin MacLean – Journal Pioneer

**Regrets:** Councillor Doucette

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**1. Calling of Meeting to Order**

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

**2. Approval of Tentative Agenda**

**2.1** *Moved by Councillor Spencer, seconded by Councillor MacLean to approve the tentative agenda for the August 2017 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** Jaunita Boucher spoke to Town Council regarding the upcoming Girl Guide & Pathfinders educational tour to Ontario in 2018. The Girl Guides have been doing multiple fundraising events and continue to raise money to cover the cost of the participants. Ms. Boucher requested Town Council to consider a donation to assist the Girl Guides in reaching their fundraising goal.

**5. Approval of Minutes of Previous Meeting**

**5.1** *Moved by Councillor Pickering, seconded by Councillor MacLean to approve the minutes from the July 10, 2017 regular meeting of Town Council. Unanimously*

*carried.*

## **6. Business Arising from Minutes**

### **6.1 July 10, 2017 Regular Council Meeting**

**6.1.1** Councillor Spencer inquired if staff had an opportunity to review the current need of having a diesel tank located at the Town Maintenance shop. Mr. Baker confirmed that there was recently a new pump purchased for the tank and the Town receives a significant discount by purchasing diesel fuel through the Provincial Government's bulk buying program. It was also noted that business hours of local service stations hours wouldn't always allow for snow removal machinery to have access to refuel when necessary.

## **7. Reports**

### **7.1 CAO's Report**

**7.1.1** *Moved by Councillor Mill, seconded by Councillor MacLean to adopt the August 2017 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

**7.1.1.1** Councillor Spencer requested that Town Council be sent a list of residents to assist in the process of recommending names for possible crossing guard volunteers.

**7.1.1.2** Councillor Pickering inquired about the status of the unsightly property located 21 Barrett Street. Mr. Baker noted that an application to the Court is being made to allow the Town to access the property and remove the structures. No court date has been set to date.

### **7.2 Fire Department Statistical Report**

**7.2.1** *Moved by Councillor Spencer, seconded by Councillor MacLean to approve the June 2017 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 Pickering, seconded by Councillor MacLean to approve the June 2017 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

### **7.4 Development Permit Summary Report**

**7.4.1** *Moved by Councillor Spencer, seconded by Councillor Mill to approve the Development Permit Summary Report for the month of August 2017.*

*Unanimously carried.*

**7.5 Bills List**

**7.5.1** *Moved by Deputy Mayor Mann, seconded by Councillor Spencer to approve the June 2017 Bills in the amount of \$155,259.17. 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 June 2017. Unanimously carried.*

**7.7 Community Gardens Complex Report**

**7.7.1** *Moved by Councillor Mill, seconded by Councillor Spencer to approve the Community Gardens Complex report for the month of June 2017. Unanimously carried.*

**7.7.2** Councillor Pickering requested that the damages done to the glass casing inside of the main entrance be repaired prior to the Harvest Festival events.

**7.7.3** Deputy Mayor Mann noted that the parking space lines are very close together and do not leave adequate space for vehicles to park.

**7.8 Mayor's Report**

**7.8.1** *Moved by Councillor MacLean, seconded by Councillor Mill to approve the Mayors report for the month of August 2017 as presented by Mayor Caseley. Unanimously carried.*

**7.8.2** Mayor Caseley thanked all volunteers and staff who have been working to ensure the Town is clean, making improvements and painting.

**7.8.3** Mayor Caseley presented art work and a thank you letter from the children of Fun Times Daycare for the improvements to the children's play equipment located behind the daycare.

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

**7.9.1** Deputy Mayor Mann reported that the Kensington Chamber of Commerce office will have limited hours starting August 18 as their summer student, Abby MacDonald, will be finished for the summer. The KACC Annual Golf Tournament is scheduled for September 27, 2017.

**8. New Business**

**8.1 Request for Decisions**

## **8.1.1 Town Hall Roof Replacement**

### **8.1.1.1 *Moved by Councillor Pickering, seconded by Deputy Mayor Mann***

*BE IT RESOLVED THAT the Town of Kensington proceed with the replacement of the Town Hall roof as per the quote of Mallett Exteriors Inc. dated July 27, 2017 in the amount of \$38,812.20 plus HST.*

*Unanimously carried.*

## **8.1.2 Wastewater Treatment Plant - Swing Mower**

### **8.1.2.1 *Moved by Councillor Mill, seconded by Councillor Spencer***

*BE IT RESOLVED THAT the Town of Kensington purchase a swing mower from Kensington Agricultural Services as per the quote dated July 18, 2017 in the amount of \$5,000.00 plus HST.*

*Unanimously carried.*

**8.1.2.2** Council noted that the source of funding would be allocated to General Capital and not cost shared with WPCC as originally indicated on the RFD.

## **8.1.3 HLM Enterprises Ltd. Development Permit Application**

### **8.1.3.1 *Moved by Councillor Spencer, seconded by Deputy Mayor Mann***

*BE IT RESOLVED THAT a Development Permit for HLM Enterprises Ltd. for the construction of a four-unit residential structure on PID No. 1056142 be hereby approved.*

*Unanimously carried.*

## **8.1.4 Administration Office Computer Replacement**

### **8.1.4.1 *Moved by Councillor Pickering, seconded by Deputy Mayor Mann***

*BE IT RESOLVED THAT Town Council authorize the CAO to move forward with the replacement of three administration office computers at a cost not to exceed \$7,000.00.*

*Unanimously carried.*

## **8.2 Other Matters**

**8.2.1** Councillor Pickering noted that a small plastic post beside the electrical pole located outside of 49 Broadway Street requires repair.

- 8.2.2** Councillor Spencer inquired about the replacement of the speed radar sign located before town on Victoria Street East. Mr. Baker noted the sign would be replaced at the cost of the Town, it appears to have been struck by a large piece of machinery as it was passing and had not been reported.
- 8.2.3** Deputy Mayor Mann noted that the tree located on the corner of School and North Street is limiting the view of traffic coming out of North Street.
- 8.2.4** Deputy Mayor Mann donated a bird house for a Harvest Festival booth draw, the Town will also donate a gym membership for the Kensington Fitplex.
- 8.2.5** Mayor Caseley discussed the Town Float for the Harvest Festival Parade and encouraged Town Council participate if available.
- 8.2.6** Council discussed the yellow police service phone outside of the main entrance of the Town Hall.

*Moved by Councillor Spencer, seconded by Councillor Pickering to not repair the yellow police service phone at the front door of the Town Hall and have it removed. Unanimously carried.*

*Colin MacLean excused himself from the Council Chamber at 8:17 PM.*

## **9. In-Camera**

- 9.1** *Moved by Councillor Pickering, seconded by Councillor Mill to commence into a Committee of the Whole meeting at 8:17 PM. Unanimously carried.*
- 9.2** *Moved by Councillor Spencer, seconded by Councillor Mill to come out of the Committee of the Whole meeting at 8:29 PM. Unanimously carried.*

## **10. Correspondence**

- 10.1** An update and thank you letter from the PCH Foundation for the Town's 2017 financial contributions.
- 10.2** A letter from CWTA (Canadian Wireless Telecommunications Association) requesting the Town to participate as a host location and promote the Recycle My Cell program.  
  
Councillor Spencer noted that QEES may already be a host drop off and use the phones as a fundraising opportunity. Councillor Spencer committed to speaking with the school and will report to Council by email.
- 10.3** A letter from Confederation Capital requesting a letter of support in their application to the PEI Government and their RFP. *-No action*
- 10.4** A letter from PEI Road Builders and Heavy Construction Association regarding their plan to address problems contractors are experiencing with inadequate drawings on Tenders.

**10.5** A letter from the Kensington Moase Plumbing & Heating Vipers requesting the Town's support as a player sponsor.

*Moved by Councillor Spencer, seconded by Councillor Mill to approve a \$750.00 donation to the Kensington Moase Plumbing & Heating Vipers as a player sponsor. Unanimously carried.*

**11. Adjournment**

*Moved by Councillor Pickering, seconded by Councillor Spencer to adjourn the meeting at 8:38 PM. Unanimously carried.*

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Wendy MacKinnon,  
Deputy Administrator

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Rowan Caseley,  
Mayor