

**Town of Kensington
Minutes of Regular Council Meeting
Monday, December 12, 2016
7:00 PM**

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

Staff Members Present: Chief Administrative Officer, Geoff Baker; Deputy Administrator, Wendy MacKinnon

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 Pickering, seconded by Councillor Doucette to approve the tentative agenda for the December 12, 2016 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 Mill, seconded by Councillor MacLean to approve the minutes from the November 14, 2016 regular meeting of Town Council. Unanimously carried.*

6. Business Arising from Minutes

6.1 November 14, 2016 Regular Council Meeting

6.1.1 Nil

7. Reports

7.1 CAO's Report

7.1.1 *Moved by Councillor Spencer, seconded by Councillor Doucette to adopt the December 2016 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.1.1.1 The CAO will bring forward information on the False Alarm Bylaw at the January Council meeting.

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Spencer, seconded by Councillor Pickering to approve the October 2016 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 Spencer to approve the October 2016 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.4 Development Permit Summary Report

7.4.1 *Moved by Councillor MacLean, seconded by Councillor Mill to approve the Building Permit Summary Report for December 2016. Unanimously carried.*

7.5 Bills List

7.5.1 *Moved by Deputy Mayor Mann, seconded by Councillor MacLean to approve the October 2016 Bills in the amount of \$ 150,119.97. 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 October 2016. Unanimously carried.*

7.7 Community Gardens Complex Report

7.7.1 *Moved by Councillor Spencer, seconded by Councillor Pickering to approve the Community Gardens Complex report for the month of October 2016. Unanimously carried.*

7.7.2 Councillor Pickering received a complaint that there was no hot water or heat in dressing room #5 at the Community Gardens Complex. CAO Geoff Baker will contact CGC Manager Robert Wood to resolve the issue.

7.7.3 The Community Gardens Complex sign will be repaired by Mid Isle Electric.

7.8 Mayor's Report

7.8.1 *Moved by Councillor Spencer, seconded by Councillor Doucette to approve the Mayors report for the month of December 2016 as presented by Mayor Caseley. Unanimously carried.*

7.8.2 Mayor Caseley encouraged discussion from all Councillors on their willingness to financially support the Kensington Welcome Centre in the 2017 tourist season. Councillors agreed, if it's required, to financially support the Kensington Welcome Centre to a maximum of \$1,500.00 for the 2017 year.

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

7.9.1 Deputy Mayor Mann was unable to attend the last FPEIM meeting.

7.9.2 The KACC had discussions at their last meeting on the viability of keeping the Kensington Welcome Center open in the 2017 summer season.

7.9.3 Deputy Mayor Mann reported that the KACC will be having fewer mixers in 2017.

8. New Business

8.1 Request for Decisions

8.1.1 Subdivision of Lands of the Town of Kensington – PID No. 78329 – Wellfield Protection

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

WHEREAS Town Council have agreed to dispose of PID No. 78329 and PID No. 668137;

AND WHEREAS a portion of PID No. 78329 is required to be excluded from the sale to provide adequate land protection for one of the Town's water supply wells;

AND WHEREAS staff requested Locus Surveys Ltd. to survey a 4.34 acre parcel of property which has been deemed an adequate area of land to provide protection to the well;

AND WHEREAS staff requested Locus Surveys Ltd. to survey a legal Right of Way along the southern boundary of PID No 78329 (Parcel A) to enable access to the wellfield protection property from the Woodleigh Drive;

AND WHEREAS the proposed subdivision has been reviewed against the Town's Development Control Bylaw and is found to be in general compliance therewith;

BE IT RESOLVED that approval be granted to subdivide PID No 78329, into three separate parcels, being Lot 16-1, Parcel A and the remainder of PID No. 78329, as per Subdivision Plan No. 16017-S01, dated November 29, 2016, drawn by Locus Surveys Ltd.

Unanimously carried.

8.1.2 Kensington Fire Department Rescue Vehicle Light System Replacement

8.1.2.1 *Moved by Councillor Doucette, seconded by Councillor Spencer*

WHEREAS issues have been identified with lighting not working properly on the Fire Departments rescue vehicle;

AND WHEREAS quotes have been requested from two suppliers who are capable in all respects to complete the required work to make the necessary repairs to the lighting and associated wiring;

AND WHEREAS Palmer Automotive and Truck Centre submitted the lowest bid, at a price of \$10,649.00 plus HST;

AND WHEREAS since the submittal of the quote it has been identified that once the work is completed that the Town should apply an undercoating to the vehicle;

BE IT RESOLVED that the contract for the replacement of lighting and wiring and the application of under coating to the Town of Kensington Fire Department Rescue Vehicle be awarded to Palmer Automotive and Truck Centre as per their quote dated November 18, 2016 in the amount of \$10,949.00 plus HST.

Unanimously carried.

8.1.3 Town of Kensington Preliminary Budget - 2017

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

BE IT RESOLVED that the 2017 Preliminary Budget be approved with revenues estimated at \$2,099,158.00 and expenditures estimated at \$2,099,158.00, pending any further adjustments required following the 2016 Year End Audit. Unanimously carried.

8.2 Other Matters

8.2.1 Mayor Caseley announced he will be presenting a new Community Impact Award on January 1, 2017 at the New Year's Levee. *NOTE** the***

Community Impact Award has been renamed to the Town of Kensington Good Neighbour Award.

8.2.2 Mayor Caseley informed Council that the location of the 2017 New Year's Levee will be held at Broadway 45.

8.2.3 Complaints have been received that a resident on Pleasant St has been parking their transport truck on the street. CAO Geoff Baker will contact the owner to discuss other parking options.

9. Correspondence

9.1 An invitation to the Kensington and Area Chamber of Commerce Christmas Mixer on December 15 from 4:30-6:30 pm at Broadway 45.

9.2 A letter from resident Gary Gallant to thank Cst. Theriault for his assistance with clearing snow from his driveway.

9.3 KISH December Newsletter

9.4 A letter from Greg Gillis, on behalf of the Kensington Seniors Co-operative Ltd. to waive the development permit fee of \$100 for the construction of an outdoor structure to house their emergency generator.

Moved by Councillor MacLean, seconded by Councillor Doucette to waive the development permit fee of \$100 for the Kensington Seniors Co-operative Ltd for the construction of a new structure to house their emergency generator. Unanimously carried.

10. In-Camera

10.1 *Nil.*

11. Adjournment

Moved by Councillor Pickering, seconded by Councillor Spencer to adjourn the meeting at 9:00 PM. Unanimously carried.

Wendy MacKinnon,
Deputy Administrator

Rowan Caseley,
Mayor