

**Town of Kensington
Minutes of Regular Council Meeting
Monday, May 14, 2018
7:00 PM**

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

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

Visitors: Millicent McKay – Journal Pioneer

Regrets: 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, staff and visitors.

2. Approval of Tentative Agenda

2.1 *Moved by Councillor Mill, seconded by Councillor Doucette to approve the tentative agenda for the May 14, 2018 regular meeting of Town Council with the addition of item 8.1.9 – 2018 Operating Lines of Credit. 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.

3.2 Deputy Mayor Mann and Councillor Mill declared a conflict with an item in correspondence.

4. Delegations / Presentations

4.1 *Nil*

5. Approval of Minutes of Previous Meeting

5.1 *Moved by Councillor Spencer, seconded by Councillor MacLean to approve the minutes from the April 9, 2018 regular meeting of Town Council. Unanimously carried.*

6. Business Arising from Minutes

6.1 April 9, 2018 Regular Council Meeting - Nil

7. Reports

7.1 CAO's Report

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

7.2 Fire Department Statistical Report

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

7.4 Development Permit Summary Report

7.4.1 *Moved by Councillor Pickering, seconded by Councillor Doucette to approve the Development Permit Summary Report for the month of May 2018. Unanimously carried.*

7.5 Bills List

7.5.1 *Moved by Deputy Mayor Mann, seconded by Councillor Pickering to approve the March 2018 Bills in the amount of \$253,668.06. Unanimously carried.*

7.6 Summary Income Statement

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

7.7 Credit Union Centre Report

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

7.8 Mayor's Report

7.8.1 *Moved by Councillor Mill, seconded by Councillor MacLean to approve the Mayors report for the month of May 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 Deputy Mayor Mann provided updates on the Federation of PEI Municipalities activities over the previous month. FPEIM held their AGM and approved updates to their constitution.

7.9.2 Deputy Mayor Mann provided updates on activities of the Kensington & Area Chamber of Commerce over the previous month. The KACC held a successful Presidents Dinner on April 25 at the Emerald Community Centre.

8. New Business

8.1 Request for Decisions

8.1.1 Town of Kensington Strategic Plan - Consulting Contract

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

WHEREAS Town Council has identified the need for the Town to retain the services of a professional consultant to work with the town in the development of a strategic plan;

AND WHEREAS the Town issued a Request for Proposals requesting submissions from qualified consultants, as per the requirements of the town's Procurement Policy;

AND WHEREAS MRSB Consulting Services successfully met the requirements of the RFP process and, following a formal and independent review of all proposals, were deemed to provide best value to the Town,

BE IT RESOLVED that Kensington Town Council award a contract to MRSB Consulting Services to facilitate the development of a Strategic Plan for the Town as per their proposal dated May 2018 in the amount of \$21, 950.00 including HST.

Unanimously carried.

8.1.2 Appointment of Municipal Electoral Officer and Deputy Municipal Electoral Officer

8.1.2.1 *Moved Councillor Spencer, seconded by Councillor Doucette*

WHEREAS Municipal Elections are scheduled to take place on Monday, November 5, 2018;

AND WHEREAS Town Council are required under the Municipal Government Act, to appoint a Municipal Electoral Officer and a Deputy Municipal Electoral Officer on or before May 14, 2018;

BE IT RESOLVED THAT Kensington Town Council appoint Geoff Baker, Chief Administrative Officer, as the Municipal Electoral Officer for the 2018 Municipal Election;

BE IT FURTHER RESOLVED THAT Kensington Town Council appoint Wendy MacKinnon, Deputy Administrator, as the Deputy Municipal Electoral Officer for the 2018 Municipal Election.

Unanimously carried.

8.1.3 Development Control Bylaw and Official Plan Amendment – Re-Zoning Application – 47 Victoria Street East

8.1.3.1 Moved by Councillor Pickering, seconded by Councillor MacLean

THAT Kensington Town Council authorize the CAO to proceed with the Zoning Bylaw and Official Plan Amendment application of Jeff Thompson regarding re-zoning PID No. 842716 from Public Service and Institutional to Residential to facilitate a single detached dwelling with an office space for an electrical contracting business. Unanimously carried.

8.1.4 Town of Kensington Borrowing Bylaw - Second Reading and Formal Adoption

8.1.4.1 Second Reading

Moved by Councillor Mill, seconded by Councillor Doucette,

WHEREAS Sections 164 – 166 of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., enable municipalities to provide by bylaw, for the borrowing of money for the purpose of capital expenditures and to finance operating expenditures on a short-term basis through the adoption of a bylaw for those purposes.

AND WHEREAS the Town of Kensington Borrowing Bylaw (Bylaw #2018-02) was read and approved a first time at a Town Council meeting held on April 9, 2018;

BE IT RESOLVED that the Town of Kensington Borrowing Bylaw (Bylaw #2018-02) be hereby read a second time.

Unanimously carried.

8.1.4.2 *Approval of Second Reading*

Moved by Councillor Doucette, seconded by Councillor Mill

WHEREAS Sections 164 – 166 of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., enable municipalities to provide by bylaw, for the borrowing of money for the purpose of capital expenditures and to finance operating expenditures on a short-term basis through the adoption of a bylaw for those purposes.

AND WHEREAS the Town of Kensington Borrowing Bylaw (Bylaw #2018-02) was read and approved a first time at a Town Council meeting held on April 9, 2018;

AND WHEREAS the Town of Kensington Borrowing Bylaw (Bylaw #2018-02) was read a second time at this meeting;

BE IT RESOLVED that the Town of Kensington Borrowing Bylaw (Bylaw #2018-02) be hereby approved.

Unanimously carried.

8.1.4.3 *Formal Adoption*

Moved by Deputy Mayor Mann, seconded by Councillor Spencer

WHEREAS Sections 164 – 166 of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., enable municipalities to provide by bylaw, for the borrowing of money for the purpose of capital expenditures and to finance operating expenditures on a short-term basis through the adoption of a bylaw for those purposes.

AND WHEREAS the Town of Kensington Borrowing Bylaw (Bylaw #2018-02) was read and approved a first time at a Town Council meeting held on April 9, 2018;

AND WHEREAS the Town of Kensington Borrowing Bylaw (Bylaw #2018-02) was read and approved a second time at this meeting;

BE IT RESOLVED that the Town of Kensington Borrowing Bylaw (Bylaw #2018-02) be hereby formally adopted.

Unanimously carried.

8.1.5 Property Consolidation - Portion of PID No 880880

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

BE IT RESOLVED that Kensington Town Council approve the consolidation of Lot 1B and Parcel A, as indicated on Plan of Survey, Drawing No. 1824 - 1, drawn by Derek A. French Professional Services Inc.

Unanimously Carried.

8.1.6 Town of Kensington Annual Line Painting Program

8.1.6.1 *Moved by Councillor Doucette, seconded by Councillor Pickering*

BE IT RESOLVED that Kensington Town Council award the 2018 line painting program to On the Go Property Maintenance Inc. as per their quote dated May 9, 2018 in the amount of \$3,075.00 plus HST. Unanimously carried.

8.1.7 Credit Union Centre Zamboni Replacement

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

BE IT RESOLVED THAT Kensington Town Council approve the purchase of a new 2018 Zamboni 446 Ice Resurfacer from Saunders Equipment Ltd. as per their quote dated October 26, 2017 in the amount of \$96,375.00 plus HST. Unanimously carried.

8.1.7.2 *Moved by Councillor Doucette, seconded by Councillor MacLean*

BE IT RESOLVED THAT Town Council authorize the disposal of the 2007 Model 445 Zamboni Ice Resurfacer to the South Shore Actiplex for their bid amount of \$18,675.00 including HST. Unanimously carried.

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

WHEREAS Section 164 of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., authorizes a Town Council to borrow money for the purpose of capital expenditures;

AND WHEREAS Town Council has authorized the purchase of a 2018 Zamboni Ice Resurfacer from Saunders Equipment Ltd. at a price of \$96,375.00 plus HST;

AND WHEREAS the HST portion of the purchase price is fully recoverable;

AND WHEREAS Town Council has agreed to dispose of the current 2007 Zamboni Ice Resurfacer at a price of \$16,239.13 resulting in a net purchase price for the 2018 Zamboni Ice Resurfacer of \$80,135.87;

AND WHEREAS the amount to be borrowed will not cause the town to exceed its debt limit;

BE IT RESOLVED THAT the Town of Kensington borrow \$80,135.87 from the Malpeque Bay Credit Union to purchase a 2018 Zamboni 446 Ice Resurfacer, under the following terms:

- (i) Two-year fixed term at a 3.69% interest rate;*
- (ii) Seven-year amortization period;*
- (iii) Annual blended payments of \$14,00.00.*

Unanimously carried.

8.1.8 Rainbow Valley Ltd. Development Permit Application

8.1.8.1 Moved by Councillor Spencer, seconded by Councillor Doucette

THAT Kensington Town Council approve a development permit application for Rainbow Valley Ltd. for the construction of a 24' x 36' structure at 81 Victoria Street West, subject to full compliance with the Architects Act of PEI and any other applicable municipal bylaws and/or provincial and federal legislation. Unanimously carried.

8.1.9 2018 Operating Lines of Credit

8.1.9.1 Moved by Deputy Mayor Mann, seconded by Councillor MacLean

BE IT RESOLVED THAT Kensington Town Council approve an operating line of credit of \$150,000.00 from Scotiabank for the General Account #XXXXXX XXXX XX. Any two of the Mayor, Chief Administrative Officer and Deputy Administrator are authorized as legal signing officers. Unanimously carried.

8.1.9.2 Moved by Deputy Mayor Mann, seconded by Councillor Mill

THAT Kensington Town Council approve an operating line of credit of \$75,000.00 from Scotiabank for the Water and Pollution Control Corporation Account #XXXXXX XXXXX XX. Any two of the Mayor, Chief Administrative Officer and Deputy

*Administrators are authorized as legal signing officers.
Unanimously carried.*

8.2 Other Matters

8.2.1 Mr. Baker provided updates on the current condition of the EVK Swimming Pool. Staff consulted with Island Hot Tubs to assess the pool and provided suggestions for repairs or replacement. Councillor MacLean requested that the Town start a plan for the replacement of the pool within the next few years.

Moved by Councillor Doucette, seconded by Councillor MacLean to approve Island Hot Tubs to proceed with repairs to the EVK Swimming pool and to complete a further assessment on its condition. Unanimously carried.

8.2.2 Councillor Pickering discussed the Town Clean-up Day and set a date for Saturday, May 26, 2018.

8.2.3 Councillor Spencer addressed the current condition of the wooden boardwalk at the railyards. Mr. Baker confirmed that repairs would be made as required and is awaiting a funding program to have the boardwalk replaced.

8.2.4 Councillor Mill noted that the Town clock is not working and requested that the phone booth be removed from the corner of Victoria Street and Woodleigh Drive. Councillor Mill also addressed a piece of road that needs repair by the Scotiabank on the corner of Francis Street and Broadway Street N.

8.2.5 Deputy Mayor Mann requested that additional sweeping be done on the streets and Town sidewalks. Mr. Baker will contact the Department of Transportation to determine the status on having them completed. Council discussed the future use and possible sale of the Town's street sweeper.

Moved by Councillor Doucette, seconded by Councillor MacLean to authorize staff to tender the Town's street sweeper. Unanimously carried.

9. Correspondence

Deputy Mayor Mann and Councillor Mill declared a conflict and excused themselves from the Council Chamber at 8:31 pm.

9.1 A request from the Kensington & Area Minor Hockey Board to partner with the Town on the construction of a warm room at the Credit Union Centre.

Moved by Councillor Doucette, seconded by Councillor MacLean to authorize staff to proceed with discussions on the construction of a new warm room at the Credit Union Centre. Unanimously carried.

Deputy Mayor Mann and Councillor Mill returned to the Council Chamber at 8:41 pm.

9.2 A letter from resident Rebecca Cyr, requesting permission to house laying hens/backyard chickens.

Moved by Councillor Spencer, seconded by Deputy Mayor Mann to decline the request from Rebecca Cyr to house laying hens/backyard chickens. 5 for – 1 opposed (Pickering) Motion carried.

9.3 An advertising opportunity from The Buzz. *Declined*

9.4 A letter from Ken and Jeanne Thibedeau requesting to connect the Town's water and sewer services to their property located on Andrews Drive.

Moved by Councillor Doucette, seconded by Councillor MacLean to make application to the Province of Prince Edward Island to annex PID #77503 & 44985 located on Andrews Drive, into the Town of Kensington for the purpose of obtaining Town water and sewer services. Unanimously carried.

10. In-Camera

10.1 *Nil*

11. Adjournment

Moved by Councillor MacLean, seconded by Councillor Mill to adjourn the meeting at 8:56 PM. Unanimously carried.

Wendy MacKinnon,
Deputy Administrator

Rowan Caseley,
Mayor