

**Town of Kensington**  
**Minutes of Regular Council Meeting**  
**Wednesday, November 15, 2017**  
**7:00 PM**

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

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

**Visitors:** Stuart Brookins – Business Owner/Resident  
Colin MacLean – Journal Pioneer

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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 MacLean, seconded by Councillor Mill to approve the tentative agenda for the October 2017 regular meeting of Town Council with the addition of item 8.1.5 – RFD HMCS Queen Charlotte Battle of Atlantic Parade and Commemorative Ceremony. 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 Doucette, seconded by Councillor MacLean to approve the minutes from the October 10, 2017 regular meeting of Town Council. Unanimously carried.*

**6. Business Arising from Minutes**

**6.1** *Nil*

## **7. Reports**

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

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

**7.1.2** Councillor Spencer inquired if the Kensington Lions Club responded to the Town's letter regarding the crossing guard volunteers. Mayor Caseley confirmed that a letter had been sent, however they are unable to take on the initiative at the club level, but will notify members who may be interested in volunteering on their own. Mr. Baker will send information to local Church bulletins to determine if there is any interest in volunteering.

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

**7.2.1** *Moved by Councillor Spencer, seconded by Councillor Mill to approve the September 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 Spencer, seconded by Councillor Doucette to approve the September 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 MacLean to approve the Development Permit Summary Report for the month of November 2017. Unanimously carried.*

### **7.5 Bills List**

**7.5.1** *Moved by Deputy Mayor Mann, seconded by Councillor MacLean to approve the September 2017 Bills in the amount of \$188,324.94. 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 September 2017. Unanimously carried.*

### **7.7 Community Gardens Complex Report**

**7.7.1** *Moved by Councillor Spencer, seconded by Councillor Doucette to approve the Community Gardens Complex report for the month of September 2017.*

*Unanimously carried.*

**7.8 Mayor's Report**

**7.8.1** *Moved by Deputy Mayor Mann, seconded by Councillor Pickering to approve the Mayors report for the month of November 2017 as presented by Mayor Caseley. Unanimously carried.*

**7.8.2** Mayor Caseley added that he attended the CCTP Fall Meeting & Panel on November 15, 2017.

**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 Annual Meeting with Minister Mitchell. The FPEIM Semi Annual Meeting will be hosted by the Town of Montague on Saturday, November 4, 2017.

**7.9.2** The Kensington and Area Chamber of Commerce are currently reviewing their bylaws for any required updates. They are pleased that their membership base continues to grow and welcome everyone to attend their December Christmas Mixer hosted by Broadway 45 on December 13, 2017 from 5:00-7:00 PM.

**8. New Business**

**8.1 Request for Decisions**

**8.1.1 Pamela James Variance Request**

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

*WHEREAS an application has been received from the owner of Lot #1 (4 Brookins Drive) in the Brookins Meadows Subdivision for three variances on the side yard requirements for the property;*

*AND WHEREAS the prospective purchasers of the lot are intent on constructing a semi-detached unit on the property;*

*AND WHEREAS the variances have been reviewed against the Development Control Bylaw and the Official Plan and are deemed to be in general compliance therewith;*

*AND WHEREAS neighbouring property owners have been consulted and are in general support of the variances;*

*BE IT RESOLVED THAT Town Council approve a variance application from Pamela James, being the owner of Lot #1 in the Brookins Subdivision (4 Brookins Drive), to reduce the side yard*

*requirement from 10 feet to 7.39 feet (2.61 feet at north west corner of proposed structure) on the north side of the lot, to reduce the side yard requirement from 10 feet to 9 feet (1 foot at south east corner of proposed structure) on the south side of the lot and from 10 feet to 9.08 feet (0.92 feet at south west corner of proposed structure) on the south side of the lot.*

*Unanimously carried.*

#### **8.1.2 Annual Christmas Bonus**

**8.1.2.1** *Moved by Councillor Spencer, seconded by Councillor Pickering THAT Town Council authorize the CAO to administer Christmas bonuses to all exempt staff in the amount of \$200.00 net to each employee. Unanimously carried.*

#### **8.1.3 Kensington Storm Drainage Project - Cancellation**

**8.1.3.1** *Moved by Councillor Mill, seconded by Councillor MacLean BE IT RESOLVED that Kensington Town Council formally cancel the Building Canada Fund Project Number 2015-SCF-008 – Kensington Storm Drainage System due to the fact that the Town is transferring ownership of all town owned Streets to the Province of Prince Edward Island and storm water management will now fall under Provincial responsibility. Unanimously carried.*

**8.1.3.2** *Moved by Councillor Doucette, seconded by Councillor Spencer BE IT RESOLVED that Kensington Town Council dispose of the Kensington Storm Drainage Engineering Design to the Province of Prince Edward Island for the amount of \$40,804.88. Unanimously carried.*

#### **8.1.4 Stewart Brookins Development Permit Application**

**8.1.4.1** *Moved by Councillor Pickering, seconded by Councillor Doucette THAT Kensington Town Council approve a development permit application for Stewart Brookins for the construction of a workshop/storage building at 24 Park Road, as per the Development Permit Application submitted by Stewart Brookins on October 24, 2017. Unanimously carried.*

#### **8.1.5 Request to Host the HMCS Queen Charlotte Battle of Atlantic Parade and Commemorative Ceremony - 2018**

**8.1.5.1** *Moved by Councillor Doucette, seconded by Councillor Pickering THAT Kensington Town Council approve the Town of Kensington as the host community for the 2018 Royal Canadian Navy Battle of Atlantic Parade and Commemorative Ceremony to*

*be held on May 6, 2018 in the Town of Kensington. Unanimously carried.*

## **8.2 Other Matters**

- 8.2.1** The Annual Christmas Parade will be held on Sunday, December 3 at 5:00 pm. All Council are encouraged to participate and the Town float will be collecting non-perishable food items for the Kensington Lion's Club Food Bank.
- 8.2.2** The Annual Town Council and Staff Christmas Party will be held at Broadway 45 on Monday, December 4 at 6:00 pm.
- 8.2.3** Councillor Spencer inquired about the Kensington Intermediate Senior High School Health and Wellness Committee's request to use the Fitplex facilities to introduce students to a gym and promote an active and healthy lifestyle. Mayor Caseley requested that more information be provided and staff to discuss with CGC Manager Robert Wood. More details will be brought forward to the November Committee of Council Meeting.
- 8.2.4** Councillor MacLean commented that he was very pleased with this year's Remembrance Day Ceremony and the large number of people that attended.
- 8.2.5** Mayor Caseley expressed his appreciation and thanks to the Kensington Lions Club for their wheelchair ramp initiative at the Kensington Community Gardens Complex.

## **9. Correspondence**

- 9.1** A letter from the Salvation Army requesting a financial donation. *No action*
- 9.2** A memo from FPEIM with a Call for a Host Municipality for their 2018 FPEIM Annual Meeting.  
  
*Moved by Councillor Pickering, seconded by Councillor MacLean to request the Town of Kensington be the host municipality for the 2018 FPEIM Annual Meeting on Monday, April 30, 2018. Unanimously carried.*
- 9.3** A letter from the Department of Communities, Land and Environment regarding the reduction to the Town's servicing grant and equalization payment to reflect the street maintenance transfer to the Province effective November 1, 2017.
- 9.4** A letter from the Road Builders and Heavy Construction Association with updates from the Committee.
- 9.5** A letter from the IWK requesting a financial donation.

*Moved by Councillor Spencer, seconded by Councillor Doucette to donate \$200.00 to the IWK Foundation. Unanimously carried.*

- 9.6** A request from the PCH Foundation requesting a financial donation for their Lights for Life Campaign. *No action*
- 9.7** An email from CCTP with information regarding their fall meeting in Victoria, on November 15, 2017.
- 9.8** An email from the Kensington Pickleball group requesting the Town to purchase and donate a new pickleball net. The group has had an increase in players and are now using both school to accommodate everyone.

*Moved by Councillor Spencer, seconded by Councillor Pickering to purchase a pickleball net for the local pickleball group. Unanimously carried.*

- 9.9** November KISH Newsletter

*Colin MacLean and Stuart Brookins excused themselves from the Council Chamber at 7:55pm.*

**10. In-Camera**

- 10.1** *Moved by Councillor Pickering, seconded by Councillor Doucette to commence into a Committee of the Whole meeting at 7:55 PM. Unanimously carried.*
- 10.2** *Move by Councillor Spencer, seconded by Councillor Pickering to come out of the Committee of the Whole meeting at 8:18 PM. Unanimously carried.*

**11. Adjournment**

*Moved by Councillor Spencer, seconded by Councillor Doucette to adjourn the meeting at 8:19 PM. Unanimously carried.*

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Wendy MacKinnon,  
Deputy Administrator

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Rowan Caseley,  
Mayor