

Town of Kensington
Minutes of Regular Council Meeting
Monday, February 10, 2020
7:00 PM

Council Members Present: Mayor Rowan Caseley; Deputy Mayor Pickering;
Councillors: Spencer, Toombs, Gallant, Bernard and Mann

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

Visitors: Allison Jenkins – Journal Pioneer

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. Mayor Caseley expressed his condolences to the McCarville family and Councilor Gallant shared a few words in memory of the late Gerald McCarville, former Mayor of the Town of Kensington. The Council Chamber shared a moment of silence in his memory.

2. Approval of Tentative Agenda

2.1 *Moved by Councillor Bernard, seconded by Councillor Spencer to approve the tentative agenda for the February 10, 2020 regular meeting of Town Council. Unanimously carried.*

3. Declaration of Conflict of Interest

3.1 *Nil*

4. Delegations / Presentations

4.1 *Nil*

5. Approval of Minutes of Previous Meeting

5.1 *Moved by Councillor Toombs, seconded by Deputy Mayor Pickering to approve the minutes from the January 13, 2020 regular meeting of Town. Unanimously carried.*

6. Business Arising from Minutes

6.1 December 9, 2019 Regular Meeting

6.1.1 Deputy Mayor Pickering requested an update on the Maritime Electric service for the ballfield canteen located at the Credit Union Centre. Mayor Caseley confirmed

that the canteen has no usage for 7 months of the year, the cost to hook the services up to the arena would be more cost prohibitive at this point than to operate the service separately.

7. Reports

7.1 Chief Administrative Officer Report

7.1.1 *Moved by Councillor Spencer, seconded by Councillor Gallant to adopt the February 2020 CAO Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Toombs, seconded by Councillor Spencer to approve the December 2019 Fire Statistical report as prepared by Fire Chief, Rodney Hickey. Unanimously carried.*

7.2.2 Councillor Gallant inquired if the fire department goes to tender for their equipment purchases. Mr. Baker noted that depending on what is being purchased, a tender process is followed. Due to equipment compatibility, specifically bunker gear, is purchased without tender. Chief Hickey and Mr. Baker review cost comparisons every few years on equipment options. Councillor Gallant noted it was reported to him by fireman that there are more cost-efficient equipment options available.

7.3 Police Department Statistical Report

7.3.1 *Moved by Councillor Bernard, seconded by Councillor Spencer to approve the December 2019 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.3.2 Chief Sutherland reported that Cruiser 7B4 (Dodge Charger) is currently out of commission and the extent of the repair is being evaluated. Mr. Baker noted that a recommendation will be provided at the February Committee of Council meeting in this regard.

7.3.3 Chief Sutherland reminded Council that it is Family Violence Prevention Week and the Annual Walk in Silence will be held on Friday, February 14, 2020.

Chief Sutherland excused himself from the Council Chamber at 7:18 pm.

7.4 Development Permit Summary Report

7.4.1 *Moved by Councillor Spencer, seconded by Councillor Bernard to approve the February 2020 Development Permit Summary Report. Unanimously carried.*

7.4.2 *Moved by Councillor Toombs, seconded by Deputy Mayor Pickering to approve a development permit application from Karen Spiteri to convert an office space into the single chair hair salon at 61 Broadway Street North. Unanimously carried.*

7.5 Bills List

7.5.1 *Moved by Councillor Mann, seconded by Councillor Toombs to approve the December 2019 Bills in the amount of \$263,150.51. Unanimously carried.*

7.6 Summary Income Statement

7.6.1 *Moved by Deputy Mayor Pickering, seconded by Councillor Gallant to approve the Summary Income Statement for the month of December 2019. Unanimously carried.*

7.7 Credit Union Centre Report

7.7.1 *Moved by Councillor Toombs, seconded by Councillor Spencer to approve the Credit Union Centre report for the month of December 2019. Unanimously carried.*

7.8 Mayor's Report

7.8.1 *Moved by Councillor Spencer, seconded by Councillor Bernard to approve the Mayors report for the month of February 2020 as presented by Mayor Caseley. Unanimously carried.*

7.8.2 Deputy Mayor Pickering added that Mayor Caseley and herself attended Queen Elizabeth Elementary School as judges for the Winter Carnival Poster Contest. They were also asked to participate in a small video in support of the school's entry into the Indigo Contest for free books.

7.9 Federation of PEI Municipalities (FPEIM) Report

7.9.1 Approved a draft Code of Conduct Bylaw.

7.9.2 FPEIM recently signed an MOU with the Province of PEI for their 2020 Operational Grant.

7.9.3 FPEIM is currently in discussions with Telus for a potential partnership on mobile communication packages. More information to come.

7.10 Heart of the Island Initiative (STEP) Report

7.10.1 Robert Wood from the Credit Union Centre attended the recent roundtable meeting and provided updates on the Annual Harvest Festival. Discussions also included a representative from Fall Flavours and how to build on the event in the area.

7.10.2 The initiative is currently looking to hire a part-time co-ordinator on a one-year contract.

7.10.3 A social media session will be held on Wednesday February 12, 2020 for businesses wishing to attend.

7.11 Kensington Area Chamber of Commerce (KACC) Report

7.11.1 The board has completed the review of the final bylaw revisions.

7.11.2 The KACC AGM will be held on Friday, February 21 at the Town Hall.

7.12 PEI 55 Plus Games

7.12.1 Cindy Doucette has come on as co-chair of the committee.

7.12.2 Councillor Gallant noted that they plan to have a meeting in February.

Mr. Baker excused himself from the Council Chamber at 7:37 PM and returned at 7:39 PM

8. New Business

8.1 Request for Decisions

8.1.1 Access to Information and Protection of Personal Information Bylaw

8.1.1.1 First Reading

Moved by Councillor Bernard, seconded by Councillor Toombs

WHEREAS Division 5, Section 147 of the Municipal Government Act, R.S.P.E.I. 1988, c M-12.1 mandates a Town Council to enact a bylaw that regulates access to information collected within their jurisdiction;

AND WHEREAS Division 5, Section 148 of the Municipal Government Act, R.S.P.E.I. 1988, c M-12.1 mandates a Town Council to enact a bylaw that protects personal information collected by the municipality;

BE IT RESOLVED THAT the Town of Kensington Access to Information and Protection of Personal Information (Bylaw #2020-01) be hereby read a first time. Unanimously carried.

8.1.1.2 Approval of First Reading

Moved by Deputy Mayor Pickering, seconded by Councillor Toombs

WHEREAS Division 5, Section 147 of the Municipal Government Act, R.S.P.E.I. 1988, c M-12.1 mandates a Town Council to enact a bylaw that regulates access to information collected within their jurisdiction;

AND WHEREAS Division 5, Section 148 of the Municipal Government Act, R.S.P.E.I. 1988, c M-12.1 mandates a Town Council to enact a bylaw that protects personal information collected by the municipality;

AND WHEREAS the Town of Kensington Access to Information and Protection of Personal Information Bylaw was read a first time at this meeting;

BE IT RESOLVED THAT the Town of Kensington Access to Information and Protection of Personal Information (Bylaw #2020-01) be hereby approved.

Unanimously carried.

8.1.2 Town of Kensington Records Retention Bylaw

8.1.2.1 First Reading

Moved by Councillor Toombs, seconded by Councillor Bernard

WHEREAS the Municipal Government Act, R.S.P.E.I. 1988, c M-12.1., and related regulations require municipalities to manage and retain municipal records;

AND WHEREAS subsection 117(1) of the Municipal Government Act, R.S.P.E.I. 1988, c M-12.1 requires council to provide a schedule for the management and disposal of all records and other documents that are required to be maintained by the municipality;

BE IT RESOLVED THAT the Town of Kensington Records Retention Bylaw (Bylaw #2020-02) be hereby read a first time.

Unanimously carried.

8.1.2.2 Approval of First Reading

Moved by Councillor Spencer, seconded by Councillor Toombs

WHEREAS the Municipal Government Act, R.S.P.E.I. 1988, c M-12.1., and related regulations require municipalities to manage and retain municipal records;

AND WHEREAS subsection 117(1) of the Municipal Government Act, R.S.P.E.I. 1988, c M-12.1 requires council to provide a schedule for the management and disposal of all records and other documents that are required to be maintained by the municipality;

AND WHEREAS the Town of Kensington Records Retention Bylaw was read a first time at this meeting;

BE IT RESOLVED THAT the Town of Kensington Records Retention Bylaw (Bylaw #2020-02) be hereby approved.

Unanimously carried.

8.1.3 2020 Exempt Staff Wage Increase

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

THAT Town Council authorize the Chief Administrative Officer to provide a wage increase, effective January 1, 2020, to exempt staff including the CAO, Deputy Administrator, Administrative Assistant, Police Chief, Public Works Supervisor and Credit Union Centre Manager in the amount of 2.3%.

Unanimously carried.

8.1.4 Murray Christian Centre – Generator Fit-Up - Tender Recommendation

8.1.4.1 *Moved by Councillor Toombs, seconded by Councillor Gallant*

THAT Kensington Town Council award the contract for the Murray Christian Centre Generator Fit-Up project to RIKS Electric as per their tender submission in the amount of \$40,000.00 plus HST.

Unanimously carried.

8.2 Other Matters

8.2.1 Councillor Spencer inquired about the sidewalk clearing from the previous weekend. It was noted that School Street, alongside the Murray Christian Centre was not completed. Mr. Baker will speak with the Public Works department regarding the issue.

8.2.2 Mayor Caseley spoke to Councillors on a Rally for the Valley fundraiser that is being organized. Mr. Wood has requested the Town to wave the ice rentals fee for the event.

Moved by Deputy Mayor Pickering, seconded by Councillor Bernard to donate 5 hours of ice-rental for the Rally for the Valley fundraiser held at the Credit Union Centre. Unanimously carried.

8.3.3 Mayor Caseley wished Councillor Bernard a Happy Birthday.

9. Correspondence

9.1 A letter from Kensington Skating Club requesting the Town to purchase an advertisement in the 2020 Ice Show Program.

Moved by Deputy Mayor Pickering, seconded by Councillor Toombs to purchase a

Silver Blade (Half Page) Advertisement in the Kensington Skating Club Ice Show Program for \$500.00. Unanimously carried.

- 9.2** A Thank You note from the parents and players who participated in the 52nd Kensington/Bedford Peewee Hockey Exchange.

Allison Jenkins excused herself from the Council Chamber at 8:10 pm.

10. In-Camera

- 10.1** *Moved by Councillor Spencer, seconded by Councillor Toombs to move into In-Camera at 8:10 PM to discuss one item under Section 119 (d) of the Municipal Government Act – Human Resources Matter. Unanimously carried.*

Councillor Gallant left the Council Chamber at 8:24 PM and returned at 8:25 PM.

- 10.2** *Moved by Councillor Toombs, seconded by Councillor Spencer to move out of In-Camera at 8:41 PM. Unanimously carried.*

11. Adjournment

Moved by Councillor Bernard, seconded by Councillor Toombs to adjourn the meeting at 8:41 PM. Unanimously carried.

Geoff Baker,
CAO

Rowan Caseley,
Mayor