

**Town of Kensington**  
**Minutes of Regular Council Meeting**  
**Monday, December 14, 2009**  
**7:00 PM**

**Council Members Present:** Mayor Gordon Coffin; Councillors: Gallant, MacLean, Mill, Caseley, Chessman and Spencer

**Staff Members Present:** Town Manager/Administrator Geoff Baker; Deputy Administrator Wendy MacKinnon; Administrative Assistant Kimberley Verhulp; Police Chief Lewis Sutherland; Public Works Supervisor Ralph Wadman

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**1. Calling of Meeting to Order**

**1.1** Mayor Coffin called the meeting to order at 7:00 PM and welcomed Council members & staff. He announced the new Council Committee structures as follows:

- Finance – Chair Rowan Caseley, Jeff Spencer, Paul Chessman
- Fire – Chair Gary Gallant, Marvin Mill, Mack MacLean
- Police – Chair Mack MacLean, Paul Chessman, Gary Gallant
- Property – Chair Jeff Spencer, Mack MacLean, Marvin Mill
- Recreation, Parks & Special Events – Chair Marvin Mill, Gary Gallant, Rowan Caseley
- Public Works – Chair Paul Chessman, Rowan Caseley, Jeff Spencer
- KARA – Marvin Mill & Paul Chessman

**2. Approval of Tentative Agenda**

**2.1** *Moved by Councillor Mill, seconded by Councillor Caseley to approve the Tentative Agenda for December 14, 2009 with the one additional item to be discussed during the In Camera/Committee of the Whole session. Unanimously Carried.*

**3. Minutes of Previous Regular Meetings**

**3.1** *Approval of minutes for the November 9, 2009 regular meeting of Town Council. Moved by Councillor Spencer, seconded by Councillor Chessman. Unanimously carried.*

**4. Business Arising from Minutes**

**4.1** Town Manager will draft a letter to Canada Post to have the Super MailBox locations re-evaluated as there is a number of locations within the Town that do not

allow for safe and adequate parking for mail pickup.

**4.2** Town Manager has spoken with the Rec Centre property owners and they have agreed to allow the Town of Kensington the use of the Rec Centre parking lot (School Street) as a municipal parking lot over the winter months. Snow clearing of the lot will be integrated into the Town's winter operations.

**4.3** The Irving's potato plant; Cavendish Farms in New Annan, is open to receiving the sludge from the lagoon for disposal at their facility. The Public Works department will determine the volume of sludge currently in the lagoon and the Town Manager will contact Cavendish Farms to move forward with negotiations to dispose of the sludge at their facility.

## **5. Approval of Accounts**

**5.1** *Moved by Councillor Caseley, seconded by Councillor Spencer to approve expenditures from November 6 – December 10, 2009 for \$161,484.24. Unanimously carried.*

## **6. Committee Reports**

### **6.1 Property Committee Report**

**6.1.1** *Moved by Councillor Spencer, seconded by Councillor MacLean to approve a building permit for A.L Bell Ltd at 61 Victoria Street W PID#76729 to replace siding, windows and roof. Unanimously carried.*

**6.1.2** *Motion by Councillor Spencer, seconded by Councillor Caseley to approve a building permit for Jean & Roscoe Pendleton at 81 Broadway Street N, PID #78196 to construct a 35 x 26 attached garage and replace the existing solar system. Unanimously carried.*

**6.1.3** *Motion by Councillor Gallant, seconded by Councillor MacLean to approve a building permit for Allison Roach at 4 Francis Street, PID #80853 to re-shingle the roof. Unanimously carried.*

### **6.2 Recreation, Parks and Special Events Committee Report**

**6.2.1** The Olympic Torch Relay was held in Kensington on November 22, 2009. Councillor Spencer thanked all staff and Councillors who were able to participate.

**6.2.2** Councillor Spencer thanked Cindy Doucette for successfully organizing the Town of Kensington's Annual Christmas Parade which was held on Sunday, December 6<sup>th</sup>, 2009.

- 6.2.3 Barry Murray from the Watershed Group has approached the Town of Kensington with the possibility of undertaking some pond work at the Alysha Toombs Memorial Park. They will provide the Town with a letter/proposal in the New Year outlining their plans for Councils review.
- 6.2.4 David Gallant has approached Mayor Coffin to volunteer with the Annual Kensington Winter Carnival which will be scheduled in late February or early March 2010.
- 6.2.5 Councillor Caseley has suggested that the Town look into the possibility of upgrading or replacing the Town's sound system in the 2010 budget.

### **6.3 Police Report**

- 6.3.1 *Moved by Councillor MacLean, seconded by Councillor Spencer to approve the Police Report for the month of November as prepared by Police Chief Lewis Sutherland. Unanimously carried.*

### **6.4 Public Works**

- 6.4.1 The Public Works staff has completed decorating the Downtown Area for the Holiday season.
- 6.4.2 Public Works Assistant, Les Thomas has been working in the Administrative Office to assist with the compiling of a comprehensive list of the Town's Tangible Capital Assets with the original purchase date and cost. It will be a new requirement of all municipalities to depreciate their assets as of January 2009 as mandated by the Public Sector Accounting Board of Canada.
- 6.4.3 Snow removal from the Train Station parking lot will be required more frequently this winter season to ensure adequate parking spaces are available for the Island Stone Pub located within the Kensington Train Station.

### **6.5 Fire Report**

- 6.5.1 *Moved by Councillor Gallant, seconded by Councillor Mill to approve the Fire Report for November as prepared by Fire Chief Folland. Unanimously carried.*
- 6.5.2 Councillor Gallant expressed his gratitude to the Kensington Fire Department and the Kensington Police for their fast response time to a recent fire located on the deck at the Kensington Club.

### **6.6 Finance Report**

- 6.6.1 *Moved by Councillor Caseley, seconded by Councillor Gallant to approve the Financial Report as presented by Councillor Caseley. Unanimously*

*carried.*

## **6.7 Mayor's Report**

**6.7.1** Mayor Coffin expressed his gratitude to Police Chief Lewis Sutherland for all the time and dedication he has recently committed to the Kensington Police Department contract revenue issue.

**6.7.2** The 2010 Annual New Year's Levee will be held on Friday, January 1, 2010 from 12:00 PM – 2:00 PM.

**6.7.3** Barb Weeks, President of the Kensington and Area Soccer Association has approached the Town of Kensington to request the Town's endorsement on their Soccer Clubhouse funding request.

*Motion by Councillor Mill, seconded by Councillor Chessman to provide a written letter of support to the Kensington & Area Soccer Club to express support for their application for funding through the Island Communities Fund for the construction of a soccer clubhouse facility. Unanimously carried.*

**6.7.4** *Motion by Councillor Spencer, seconded by Councillor Caseley to provide bridge financing to the Kensington Ball Field Lights Committee for the recent instalment of the Ball Field Lights. A letter will be requested from the Provincial Infrastructure Secretariat indicating that the Town will receive the bridged funds once granted back to the Kensington Ball Field Lights Committee and the Committee will be required to sign a promissory note. Unanimously carried.*

**6.7.5** *Motion by Councillor Caseley, seconded by Councillor Gallant to endorse the proposal presented by Imageworks PEI Inc to design and create a Kensington & Area location map with local advertisements. Unanimously carried.*

## **7. Committee of the Whole – In Camera**

**7.1** *Motion by Councillor Spencer, seconded by Councillor Gallant to commence a Committee of the Whole session at 8:50 PM. Unanimously carried.*

**7.2** *Motion by Councillor Spencer, seconded by Councillor MacLean to come out of the Committee of the Whole session at 10:25 PM. Unanimously carried.*

**7.3** *Motion by Councillor Caseley, seconded by Councillor Spencer to recess for five minutes. Unanimously carried.*

**7.4** *Motion by Councillor Caseley, seconded by Councillor MacLean to proceed with the Notice of Appeal against IRAC as it relates to the rezoning of the property located at 63 Victoria Street owned by Joseph Dyck and that the appeal shall*

*include the recovery of all costs borne by the Town related to the Appeal matter. 5 for – 1 against, Motion carried.*

**8. Town of Kensington Municipal Code of Conduct**

**8.1** *Motion by Councillor Spencer, seconded by Councillor Chessman to endorse the Municipal Code of Conduct for the Town of Kensington. Unanimously carried.*

The motion was preceded by the Town Manager reading the Code of Conduct into the official record and it being signed by all Town Councillors.

**9. Board of Directors Appointment – Federation of PEI Municipalities**

**9.1** *Motion by Councillor Spencer, seconded by Councillor Mill to appoint Councillor Chessman to the vacant seat on the FPEIM Board of Directors for the remainder of the Board's term. Unanimously carried.*

**10. Annual Snow Clearing Contract**

**10.1** *Motion by Councillor Spencer, seconded by Councillor Caseley to accept the contract with the Provincial Department of Transportation and Public Works for the 2009/2010 snow clearing agreement at the rate of \$4996.50 per kilometre for a total cost of \$53,302.66 including GST. Unanimously carried.*

**11. Signing Authority for Mayor**

**11.1** *Motion by Councillor Gallant, seconded by Councillor MacLean to approve signing authority for Mayor Gordon Coffin. Unanimously carried.*

**12. Correspondence**

- An E-mail from Rodney Mann on behalf of the Kensington radio club requesting a \$75.00 donation for their services.

*Motion by Councillor Mill, seconded by Councillor Gallant to approve a \$75.00 donation the Kensington Radio Club. Unanimously carried.*

- A letter from Leslie Hunter, owner of Island Video Distributors regarding the snow removal at 69 Woodleigh Drive. – *Deferred to Property Committee.*
- December 2009 KISH Newsletter
- A letter from Barbara Weeks, Parent's Committee Chair for the 42<sup>nd</sup> Annual Kensington/Bedford Hockey Exchange requesting a financial donation from the

Town of Kensington.

*Motion by Councillor Gallant, seconded by Councillor MacLean to approve a \$500.00 donation to the 42<sup>nd</sup> Annual Kensington/Bedford Hockey Exchange. Unanimously carried.*

- An information and registration package for the FPEIM Semi-Annual Meeting on Saturday, January 9, 2010 hosted by the City of Summerside. Council members interested in attending are required to RSVP to administration staff by Monday, January 4, 2010.
- A letter from Karin Melzer requesting financial support for the Art Classes she offers at the Kensington Intermediate Senior High School. *Request Denied*

### **13. Other Matters**

**13.1** The Town Manager provided information on the recent approval of the reallocation of funds from two MRIF project which will allow the Town to complete the installation of a sidewalk on Sunset Drive and upgrades to the rail yards freight shed. Further information will be provided once available.

**13.2** Council orientation is scheduled for Saturday, January 30<sup>th</sup>, 2010 at 9:00AM in the Kensington Town Council Chambers.

### **14. Adjournment**

*Moved by Councillor Gallant, seconded by Councillor Spencer to adjourn the meeting at 11:25 PM. Unanimously carried.*

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Wendy MacKinnon,  
Deputy Administrator

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Gordon Coffin,  
Mayor