



***Tentative Agenda for Committee of
Council Agenda***

Monday, September 26, 2016 @ 6:30 PM

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Kensington, PEI
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off or placed on non-audible mode during the meeting.***

**Town of Kensington
Committee of Council Meeting
Monday – September 26, 2016 – 6:30 PM**

- 1. Call to Order**
- 2. Adoption of Agenda (Additions/Deletions)**
- 3. Declaration of Conflict of Interest**
- 4. Delegations, Special Speakers and Public Input**
- 5. Adoption of Previous Meeting Minutes – July 25, 2016**
- 6. Business Arising from Minutes – July 25, 2016**
- 7. Staff Reports**
 - a. CAO's Report
 - b. Fire Department Statistical Report
 - c. Police Department Statistical Report
 - d. Development Permit Summary Report
 - e. Bills List
 - f. Summary Income Statement
 - g. Community Gardens Complex Report
- 8. New Business**
 - a. Fire Protection and Emergency Services Bylaw
 - b. Police Services False Alarm Bylaw
 - c. Broadway 45 Sign Relocation Proposal
 - d. Revolution Media – Kensington Map Proposal
- 9. Councillor Issues/Inquiries**
- 10. Correspondence**
- 11. In-Camera (Closed Session)**
- 12. Adjournment**

**Town of Kensington
Committee of Council Meeting
Monday, July 25, 2016
6:30 PM**

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

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

Visitors: Nancy MacPhee – Journal Pioneer

1. Calling of Meeting to Order

1.1 Mayor Caseley called the meeting to order at 6:30 PM and welcomed Council members, staff and visitors.

2. Adoption of Agenda

2.1 *Moved by Councillor Pickering, seconded by Councillor MacLean to approve the agenda for the July 25, 2016 Committee of Council meeting. 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, Special Speakers and Public Input

4.1 Nil

5. Adoption of Previous Meeting Minutes

5.1 *Moved by Councillor Doucette, seconded by Councillor Spencer to approve the Committee of Council meeting minutes from June 27, 2016. Unanimously carried.*

6. Business Arising from Minutes

6.1 Councillor Spencer noted that the one way arrows on Francis Street have not been completed. Mr. Baker noted that there will be more line painting done at 45

Broadway Street and Francis Street would be completed at that time.

7. Staff Reports

7.1 CAO's Report

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

7.1.2 Deputy Mayor Mann noted that the sidewalk located between 5 and 7 School Street is in need of repairs. Mr. Baker will notify the Public Works Department.

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Spencer, seconded by Councillor Doucette to recommend to Town Council the adoption of the June 2016 Fire Chiefs Report as prepared by Deputy Fire Chief Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

7.3.1 *Moved by Councillor MacLean, seconded by Councillor Mill to recommend to Town Council the adoption of the June 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 Spencer to recommend to Town Council the adoption of the Development Permit Summary Report for July 2016 as prepared by Administrative Assistant, Kim Caseley. Unanimously carried.*

7.5 Financial Report (Summary Income Statement & Bills List)

7.5.1 *Moved by Deputy Mayor Mann, seconded by Councillor MacLean to recommend to Town Council the adoption of the Summary Income Statements for June 2016, as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

7.5.1.1 Councillor Spencer inquired about the Community Gardens Complex Summer Day Camp revenue being under the projected budgeted amount. Mr. Baker will inquire with the CGC Manager and report back to Council.

7.5.2 *Moved by Councillor MacLean, seconded by Deputy Mayor Mann to recommend to Town Council the approval of the combined Bills Lists for June 2016 in the amount of \$160,259.33 as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

7.6 Community Gardens Complex Report

7.6.1 *Moved by Councillor MacLean, seconded by Councillor Spencer to recommend to Town Council the adoption of the June 2016 Community Gardens Complex Report as prepared by CGC Manager, Robert Wood. Unanimously carried.*

8. New Business

8.1 Victoria Street West Sidewalk Replacement

8.1.1 *Moved by Councillor MacLean, seconded by Councillor Spencer,*

THAT the Town of Kensington submit an application to the Provincial Infrastructure Fund to fund the Victoria Street West Sidewalk Replacement Project.

The Council understands that all future operations and maintenance costs associated with and resulting from the project will be the responsibility of the Town of Kensington.

Unanimously carried.

8.2 Prostate Cancer Awareness Month Proclamation

8.2.1 *Moved by Councillor Pickering, seconded by Councillor Mill to recommend to Kensington Town Council the adoption of the following proclamation:*

WHEREAS, prostate cancer is the most common cancer to affect Canadian men; and

WHEREAS, 1 in 8 Canadian men will be diagnosed with the disease in his lifetime; and

WHEREAS, an estimated 24,000 Canadian men will be diagnosed with prostate cancer this year; and

WHEREAS, the survival rate for prostate cancer can be over 90% when detected early; and

WHEREAS, those with a family history of the disease, or those of African or Caribbean descent, are at a greater risk of developing prostate cancer; and

WHEREAS, Prostate Cancer Canada recommends that men get a PSA test in their 40s to establish their baseline;

THEREFORE, I, Rowan Caseley, Mayor of the Town of Kensington do hereby proclaim the month of September, 2016 as Prostate Cancer Awareness Month in the Town of Kensington, Prince Edward Island.

Unanimously carried.

8.3 National Teen Driver Safety Week

8.3.1 ***Moved by Councillor Pickering, seconded by Councillor Mill to recommend to Kensington Town Council the adoption of the following proclamation:***

WHEREAS, driving is an important and exciting right of passage for youth. It is also one of the riskiest activities for young people to engage in;

WHEREAS, teen driver safety is a significant issue in Canada. Young drivers are over represented in all road-related injuries and fatalities;

WHEREAS, National Teen Driver Safety Week is a week dedicated to raising awareness and seeking solutions to preventable teen deaths on the road across Canada. Everyone has a role to play in creating change amongst their peers, in classrooms and in their communities;

THEREFORE, I, Rowan Caseley, Mayor of the Town of Kensington do hereby proclaim the third full week in October as National Teen Driver Safety Week in the Town of Kensington, Prince Edward Island.

Unanimously carried.

8.3.2 Councillor Spencer inquired about having the Kensington Police Service set up a display of a wrecked car within the Town to bring awareness. The CAO will discuss with the Police Chief.

9. Councillor Issues/Inquiries

9.1 Councillor MacLean noted that the new officers in the Kensington Police Service have been doing a great job of maintaining visibility throughout the Town. Councillor Spencer suggested that Cst. Hartlen and Cst. Theriault be invited to attend the August Council Meeting and meet Council.

9.2 Deputy Mayor Mann commented that the light is out by the public washrooms at the rail yards and there is long grass along Barrett Street and the sidewalk which needs to be trimmed. Councillor Mill also requested that the grass by the Town of Kensington sign on the Irishtown Road be trimmed.

10. Correspondence

10.1 A donation request for the Memorial Benefit for Alfred St. Onge. *Request Denied.*

11. In-Camera (Closed Session)

11.1 *Nil*

12. Adjournment

12.1 *Moved by Councillor Mill, seconded by Councillor Doucette to adjourn the meeting at 7:17 PM. Unanimously carried.*

Wendy MacKinnon,
Deputy Administrator

Rowan Caseley,
Mayor



Chief Administrative Officer's Report

August 2016

Each monthly CAO's report provides an opportunity to provide a snapshot to Town Council, our residents and other key stakeholders of some of the key work of staff. The report shall also serve as a reporting mechanism to Town Council on specific directions given to staff through the CAO.

Very generally, the CAO is responsible for the overall operation and administration of the Town including providing leadership to senior staff and providing business, policy guidance and technical advice to Town Council, and implementing Council decisions and directives, ensuring the timely delivery of programs and services, and a fiscally responsible budget while championing the programs and policies of Council.

Capital Project Updates:

Streets and Sidewalks

Kensington Storm Water Project

The construction of this project has been deferred to 2017.

Kensington Sidewalk Replacement Plan Project

The funding application for the Kensington Sidewalk Replacement Plan Project was submitted on Monday, September 19, 2016, as directed by Town Council. The application was submitted recognizing the \$35,000 approved contribution from the Provincial Infrastructure Fund. Approval of the revised scope was received on September 23rd. Staff will work as quickly as possible to complete the work during the Fall of 2016. The following areas were designated for replacement:

Area	Issues	approx. # of Pads	Total
Pleasant/Broadway	<i>Cracked, lifted, tripping hazard</i>	7	3250
Victoria Street W	<i>Cracked, lifted, tripping hazard</i>	11	4125
School Street (East)	<i>lifted, tripping hazard</i>	6	1500
School Street (West)	<i>Cracked, lifted, tripping hazard</i>	38	14250
Pleasant	<i>Cracked, lifted, tripping hazard</i>	6	3625
Davison	<i>Cracked, lifted, tripping hazard</i>	7	2250
Commercial/Woodleigh	<i>Cracked, lifted, tripping hazard</i>	3	1310
Broadway South	<i>Cracked, lifted, tripping hazard</i>	6	1500
Total		84	31,810

Operational and Ongoing Items

Fire Department Policy Development

A draft Fire Bylaw has been circulated with the September 26th Committee of Council tentative agenda package. It is requested that Councillors review the Bylaw prior to the September 26th meeting and be prepared to make any recommendations deemed appropriate. It is hoped that the Bylaw can be given first reading at the October regular meeting of Town Council. The Bylaw has been vetted through the Fire Chief and no changes were recommended.

Staff continue to work with W.G. Hogan Fire Safety Specialties on specific policy development for the Fire Department. It is anticipated that the Policy Manual and Standard Operating Procedures will be in final draft form by the end of November. Meetings have been planned with Mr. Hogan and representatives from the Fire department to review the Bylaw and the policies developed thus far. The work required to complete the Master Plan is scheduled to be undertaken throughout October and November with a draft to be provided to the Town prior to the end of February, 2017. The Master Plan will require the following:

1. Fire Department governance and administration assessment;
2. Department management and staffing assessment;
3. Organizational and chain of command assessment;
4. Community risk assessment;
5. Water supply assessment;
6. Mutual Aid assessment;
7. Facilities, apparatus and equipment assessments;
8. Document development and drafting.

Wellfield Protection Plan

It was recommended by the Province of PEI that the Town apply to an applicable Infrastructure Fund for the development of the Wellfield Protection Plan. To date no application has been made and other opportunities to complete the project are being explored with the Kensington North Watershed Association.

5 Year Capital Plans

Staff continue to work on the completion of a five year capital plan as time permits. Once the plans are developed in draft form they will be presented to Town Council for their consideration.

Banking Matters

Staff and the Mayor have been working with the Scotiabank to review the Town's outstanding long term debt and the provision of cash flow projections going forward. The Town's outstanding debt is being reviewed with a view of consolidating shorter term debt into longer term debt to provide for improved cash flows, to align amortization periods with asset life cycles

and greater administrative efficiency. Once the analysis is complete recommendations will be brought forward for Councillors consideration and approval.

In parallel, staff has identified a number of financial related policies that will be developed over the next 6 to 12 months. Policy gaps identified at this point include: payment controls, debt limit establishment, cash flow forecasting, debt management and accounts receivable controls. Others policy measures will be identified as the project progresses.

Kensington Area Soccer Club – Land Transfer

The Land Acquisition and Operation Agreement with the Kensington Area Soccer Club (KASC) has been completed and signed by all involved parties. It is understood that the KASC is currently investigating funding opportunities to begin planning and construction of their new soccer clubhouse facility.

Community Gardens Complex Naming Rights Contract

A draft of the naming rights contract has been received and forwarded to the manager of the Malpeque Bay Credit Union for review. To date, no comments have been received from the Credit Union on the draft contract. Staff will work to finalize and implement the contract as quickly as possible.

Police Department False Alarm Bylaw

A copy of the 'draft' Kensington Police Service False Alarm Bylaw is being circulated with the September 26th tentative agenda package. It is requested that Town Councillors review the Bylaw prior to the September 26th meeting and be prepared to propose any modifications deemed appropriate. It is hoped that the policy can be brought forward to the October regular meeting of Town Council for first reading.

False alarms account for almost 5% of the total call volume for the Kensington Police Service resulting in additional costs to the department, inefficient deployment of policing resources and a risk to public safety resulting from police response to these occurrences. The Bylaw will serve to reduce the number of false alarm calls as well as to provide cost recovery for false alarm response.

Musical Nights at the Kensington Railyards (Tourist Activities)

We have received approval (via email) that the town's funding application to the Tourism PEI Innovation Fund. The Town has been approved for \$4,000 in funding. We are currently awaiting the formal funding contract documents.

MIH PEI Inc. Development Permit Application

It is planned to extend sewer service to the 'Subway' development at the main intersection on Wednesday, September 28th. Curran and Briggs have been contracted to complete the required

work. The Town is responsible for providing reasonable water and sewer services to the property line of the development. A project registration and assessment form was submitted and subsequently approved by the Provincial Department of Transportation to allow the Town to bring the required service across Victoria Street East.

Respectfully Submitted,

Geoff Baker, CAO

Fire Department Occurrence Report 2016

Description	January	February	March	April	May	June	July	August	September	October	November	December	YTD total	% Total
Medical First Responder	2			1			4	2					9	17.65%
Motor Vehicle Accident	2	1	2	1	3	3	1	2					15	29.41%
Emergency Response - Fuel Spill, etc													0	0.00%
Fire Related														
Smoke Investigation	1					1							2	4%
Outside Fire - Brush, Grass, Utility Pole, etc.	1			5	1	3	1						11	22%
Structure Fire - House, Building, Vehicle, etc.		1		1	1								3	6%
Alarms	2		1		1	1		4					9	18%
Total Fire Related	4	1	1	6	3	5	1	4	0	0	0	0	25	51%
Total Incidents	8	2	3	8	6	8	6	8	0	0	0	0	49	
Mutual Aid Call Out						1		1					2	4%
Total Incidents (Inclcluding Mutual Aid Provided by KFD)	8	2	3	8	6	9	6	9	0	0	0		51	100%
Mutual Aid Call in													0	
Average Firefighter Attendance	12	15	16	22	15	15	13	14						
Regular Monthly Training - No. of Firefighters	24	22	22	18	18	20	18							
Training School - Level 1, etc. - No. of Firefighters	3	1	1											
Call Area														
Kensington	3		1	4	1	3	1	2					15	29.41%
Malpeque CIC	2		1	2	1	1	1	2					10	19.61%
Zone's 1 to 5	3	2	1	2	4	4	4	4					24	47.06%
Other						1							1	1.96%

[illegible]

Police Department Occurrence Report Summary 2016														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Firearm Act	1				1	1	1	1					5	0.85%
Forcible confinement													0	0.00%
Fraud					1	3		2					6	1.02%
Harrassing Phone Calls						3		2					5	0.85%
Impaired Driver			2	1		1	1	4					9	1.54%
Information Files		1	2	3	2	5		4					17	2.90%
Injury Accidents													0	0.00%
Liquor Offences	2		1	1	1	1	1						7	1.19%
Litter Act	2												2	0.34%
Lost and Found	1		2	2	4	6	3	3					21	3.58%
Luring Minors													0	0.00%
Mental Health Act		1		2	2		2						7	1.19%
Mischief		3	3			3		5					14	2.39%
Motor Vehicle Accidents	4	3	1	3	2	2	1	4					20	3.41%
Motor Vehicle Act	4	5	6	2	2	5	10	11					45	7.68%
Municipal Bylaws	1			1	2	1	3	2					10	1.71%
Off Road Vehicle Act	1			1	1								3	0.51%
Other Criminal Code													0	0.00%
Person Reported Missing / wellbeing					2								2	0.34%
Possession of restricted weapon													0	0.00%
Property Check	2		1	2	2	2	5	2					16	2.73%
Resist Arrest													0	0.00%
Roadside Suspensions	1		1										2	0.34%
Robbery													0	0.00%
Sexual Assaults / Interference	1												1	0.17%
STEP (Integrated Traffic Enforcement)	1							1					2	0.34%
Sudden Death								1					1	0.17%
Suspicious Persons / Vehicle	1		2	3	4	1	1	2					14	2.39%
Theft Of Motor Vehicle							1						1	0.17%
Theft Over \$5000													0	0.00%
Theft Under \$5000	3	3	3	3	3	2	6	1					24	4.10%
Traffic Offences													0	0.00%
Trespass Act	1		1					1					3	0.51%

Police Department Occurrence Report Summary 2016														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Trespass at Night			1										1	0.17%
Uttering Threats				1	1								2	0.34%
SOTS Issued	20	15	13	10	2	3	39	69					171	29%
Total Incidents	68	60	64	58	48	58	92	138					586	100%
HTA Warnings	10		2	7			3	6					28	
Fine Revenue	4,400.00	1,853.50	2,010.00	1,190.00	550.00	780.00	6,985.50	10,260.00					28,029.00	
Foot Patrols in hours	2.5	6	5	3	3.5	2	7.5	2					31.5	
Community policing school	3	5.5	4	6	6.5	2								

Year to Date Approved Development Permit Summary Report

Building Permit Category	January	February	March	April	May	June	July	August	September	October	November	December		Total Building Permit Count		Total Building Permit Fees \$		Total Estimated Construction Value \$
Single family dwelling (new)						1								1		\$200		\$97,500
Semi detached dwelling (new) - permits, not units														0				
Multi unit residential (new)				1		1								2		\$400		\$1,125,000
Modular/Mobile (new)														0				
Residential additions/alterations							1							1		\$100		\$100,000
Modular/mobile renovations														0				
Accessory Buildings		1			1	1								3		\$250		\$11,800
Other - signs, fence etc.														0				
Institutional (new)														0				
Institutional renovations/additions				1										1		\$150		\$350,000
Commercial (new)								1						1		\$300		\$450,000
Commercial renovations/additions					1									1		\$150		\$85,000
Industrial (new)														0				
Industrial renovations/additions														0				
Agriculture														0				
Demolition						1								1		\$50		
Totals	0	1	0	2	2	4	1	1	0	0	0	0		11		\$1,600		\$2,219,300

Town of Kensington Bills List August 2016

ADL Foods	2257592	\$540.79
ADL Foods	2259769 P	\$436.35
Aliant	CGC 4572663	\$214.64
Aliant	POL 4576583	\$31.19
Allan Glover	9067	\$110.00
Alleymar Enterprise Ltd	10702	\$280.44
Andrew Griffin	RRSP AUG 2016	\$697.50
Ashton Cole	HF SOUND	\$500.00
Auto Trim Design of PEI	1312	\$581.40
Bell Mobility	368079	\$199.50
Bell Mobility	985751	\$296.40
AL Bell Ltd	0570	\$435.75
Blacktop Graphics	16-138	\$324.90
Brenda MacIsaac	AUG 2016 RRSP	\$409.50
Bryce Sharpe	9072	\$110.00
Building Blocks Home Improvements	1057	\$2,530.12
Bunny Trails Pet Ranch	HARVEST FESTIVAL	\$340.00
Caitlyn Ramsay	AUG 12, 2016 LIBRARY	\$696.65
Caitlyn Ramsay	AUG 26, 2016 LIBRARY	\$696.65
Capital "T" Electric	281	\$117.31
Capital "T" Electric	272	\$132.70
Carswell	8025894	\$104.63
Caseley's	822189	\$78.66
Central Coastal Tourism Partnership Inc.	424	\$399.00
Charles Bradshaw	9077	\$110.00
Christopher Arsenault	9078	\$110.00
Combat Computer Inc	1000021747	\$129.68
Combat Computer Inc	22293	\$2,102.06
Combat Computer Inc	22273	\$570.00
Combat Computer Inc	22284	\$92.63
Canadian Union of Public Employees	UNION DUES AUG 16	\$684.09
Cutting Edge Hair Salon	HARVEST FESTIVAL	\$500.00

Dave Tingley	HF- YOUTH TALENT JUD	\$75.00
Deborah Brown	9083	\$110.00
Eastlink	AUG 2016	\$588.54
Eastlink	TOWN HALL AUG 2016	\$108.62
Eastlink	LIBRARY AUG 2016	\$60.36
Eastlink	01143621	\$62.36
Eastlink	01156473	\$53.68
Elaine Folland	9086	\$110.00
Elizabeth Hubley	AUG RENT	\$798.00
Elizabeth Hubley	HF- YOUTH TALENT JUD	\$75.00
Ernest Heckbert	9087	\$110.00
Eunice Wall	9088	\$110.00
Fluff "N" Tuck	76867	\$461.70
Francis Dawe	9090	\$110.00
Frito Lay Canada	43751264	\$136.33
Gail Mullen	HF- YOUTH TALENT JUD	\$75.00
Garth Schurman	9093	\$110.00
Geoff Baker	AUG 2016 MILEAGE	\$314.38
Gerald Bernard	9095	\$110.00
Gerald Mann	9096	\$110.00
Greg Beirsto	721958	\$50.00
Ian Murray	9098	\$110.00
In the Estate of Vivian Silliker	FIRE DUE REFUND	\$225.00
Irving Oil	31495921	\$288.86
Irving Oil	31489873	\$563.63
Irving Oil	550876	\$460.79
Irving Oil	631756	\$129.26
Irving Oil	48390	\$160.68
Irving Oil	843509	\$455.04
Irving Oil	31460649	\$370.68
Irving Oil	AUG INTEREST	\$28.63
Irving Oil	31484036	\$463.01
Island Hot Tubs & Pools	14743	\$353.39
Island Hot Tubs & Pools	14906	\$283.27

Island Hot Tubs & Pools	5882	\$318.63
Island Hot Tubs & Pools	15054	\$260.79
Island Hot Tubs & Pools	14947	\$250.79
James MacMurdo	9101	\$110.00
Jet Ice	89947	\$987.53
Transcontinental Atlantic Media Group	00178110	\$119.70
Kenneth Murphy	9103	\$110.00
Kensington Agricultural Services	722093	\$125.34
Kensington Agricultural Services	19882A	\$200.72
Kensington Agricultural Services	FINANCE CHARGE AUG	\$19.72
Kensington Agricultural Services	19684A	\$138.19
Kensington Country Store	2581478	\$91.02
Kensington Country Store	571379	\$22.85
Kensington Country Store	573214	\$48.74
Kensington Wild Hockey Club	606	\$750.00
Kent Building Supplies	889702	\$24.42
Kent Building Supplies	822188	\$44.07
Kent Building Supplies	722098	\$36.39
Kent Building Supplies	722095	\$55.28
Kent Building Supplies	894057	\$36.64
Krista Shields	HARVEST FESTIVAL	\$35.00
K'Town Auto Parts	20S173218	\$44.00
K'Town Auto Parts	722099	\$16.63
K'Town Auto Parts	20S173702	\$16.20
K'Town Auto Parts	20S174214	\$99.24
K'Town Auto Parts	20S174019	\$160.12
K'Town Auto Parts	437356	\$10.82
Kubota Canada Ltd	AUGUST 2016	\$262.21
Lewis Sutherland	EXPENSE CLAIM	\$109.51
Lewis Sutherland	AUG 2016 RRSP	\$920.22
Lillas Andrew	HARVEST FESTIVAL EXP	\$208.00
Lyman Huestis	9105	\$110.00
MacKay's Automotive Ltd	722100	\$185.35
Maritime Electric	TOWN HALL AUG 16	\$1,795.08

Maritime Electric	SPEED RADAR AUG 16	\$101.24
Maritime Electric	CAR CHARGER AUG 16	\$35.61
Maritime Electric	STREET LIGHTS AUG 16	\$3,187.08
Maritime Electric	FIRE HALL AUG 2016	\$469.14
Maritime Electric	EVK POOL AUG 16	\$773.28
Maritime Electric	ART CO-OP AUG 16	\$296.51
Maritime Electric	LIBRARY AUG 2016	\$127.02
Maritime Electric	SENIOR CENT AUG 2016	\$130.48
Maritime Electric	CGC SIGN AUG 2016	\$35.43
Maritime Electric	CGC AUG 2016	\$1,794.84
Maritime Electric	BALLFIELD AUG 2016	\$28.56
Maritime Electric	PW SHOP AUG 2016	\$112.81
Maritime Electric	20 STEWART AUG 2016	\$64.64
Maritime Electric	TRAIN STN AUG 16	\$1,002.87
Mary's Bake Shoppe	AUG 2016	\$133.60
Malpeque Bay Credit Union	AUG 2016 RRSP	\$2,258.02
McInnes Cooper	2016022071	\$4,842.99
Men of Harvest	HARVEST FESTIVAL2016	\$250.00
Minister of Finance	286586	\$4,309.20
Minister of Finance	AUGUST 2016	\$6,141.53
Miss Community Gardens	MISS COMMUNITY GARDE	\$500.00
Miss Community Gardens	1ST RUNNER UP	\$250.00
Miss Community Gardens	2ND RUNNER UP	\$250.00
MJS Marketing & Promotions	2572052	\$684.00
MJS Marketing & Promotions	2573010	\$51.30
Mount Zion Lodge No 12	AUG 31, 2016	\$75.00
Murphy's Kensington	2-683983	\$7.97
Murphy's Kensington	1-175193	\$5.69
Murphy's Kensington	PARADE CANDY	\$93.42
Murphy's Kensington	CANDY	\$32.06
Murray Bagnell	9111	\$110.00
Orkin Canada	7131103	\$57.00
Orkin Canada	7137050	\$28.50
Orkin Canada	1906409	\$142.50

Par-T-Perfect PEI	2016036 BALANCE	\$1,164.75
Pauline Rogers	9114	\$110.00
Petty Cash	AUG 2016	\$482.79
Pitney Works	Aug-16	\$1,552.61
Police Vision CPA/ACP	18016037	\$180.12
Prince County Trophy	522156	\$129.96
Purolator Courier Ltd	431989512	\$37.42
Royal Canadian Mounted Police	AUGUST DISPATCH	\$2,280.00
Richard Palmer	9118	\$110.00
Richard Rayner	9119	\$110.00
Right on Board Locksmith	4815	\$41.04
Road Trax Sales and Service	160918	\$467.82
Robert Hartlen	AUG 2016 EXP	\$260.00
Robert Lewis	9120	\$110.00
Robert Sutherland	9121	\$110.00
Robert Waddell	9122	\$110.00
Robert Wood	AUG 2016 MILEAGE	\$244.40
Rural Beautification Society	2016 DONATION	\$300.00
Mikes Independent	822190	\$22.80
Mikes Independent	Aug-16	\$16.52
Mikes Independent	03 7324	\$21.07
Mikes Independent	01 6132	\$11.80
Mikes Independent	03 8059	\$29.95
Mikes Independent	822199	\$84.27
Mikes Independent	PARADE CANDY	\$131.49
Mikes Independent	721959	\$11.38
Mikes Independent	721957	\$43.25
Mikes Independent	822198	\$61.44
Scotia Securities	DOUG KILLAM AUG RRSP	\$614.20
Scotiabank Visa	WHMIS EVK POOL	\$34.14
Scotiabank Visa	OFFICE SUPPLIES	\$43.39
Scotiabank Visa	OFFICE SUPPLIES	\$384.35
Scotiabank Visa	SUMMER CAMP	\$37.94
Scotiabank Visa	SOURCE FOR SPORTS HF	\$109.44

Scotiabank Visa	STAPLES HF	\$148.82
Scott Barlow	9127	\$110.00
Scouts Canada	HARVEST FESTIVAL	\$300.00
Shirley Griffin	9128	\$110.00
Shirley Vokey	9129	\$110.00
Source for Sports	C40035491	\$500.00
Spring Valley Building Centre Ltd	164960	\$14.48
Spring Valley Building Centre Ltd	522153	\$7.97
Spring Valley Building Centre Ltd	522154	\$34.15
Stephen Glover	9130	\$110.00
Suncor Energy Products Partnership	SUPERPASS	\$296.23
Suncor Energy Products Partnership	AUG 2016	\$326.10
Superior Sanitation	589733	\$182.40
Superior Sanitation	589735	\$182.40
Superior Sanitation	589731	\$79.80
Superior Sanitation	589734	\$228.00
Superior Sanitation	589732	\$79.80
Tara LeBlanc	76862	\$541.50
Telus	AUGUST 2016	\$826.35
Toshiba Finance	-15061341	\$525.76
Tourism PEI	59184	\$57.00
Unleashed Potential	HAR FES DOG SHOW	\$250.00
Vail's Fabric Services Ltd	262766	\$103.51
Vail's Fabric Services Ltd	264461	\$103.51
Vail's Fabric Services Ltd.	264461	\$103.51
Ven-Rez Roducts	579631	\$378.82
Vivian Silliker	9137	\$110.00
Walter Bergmann	9138	\$110.00
Water & Pollution Control Corporation	AUG 2016	\$344.21
Workers Compensation Board of PEI	AUGUST 2016	\$5,839.71
Workers Compensation Board of PEI	INTEREST	\$87.60
Wendell Murphy	9139	\$110.00
Women's Institute Harvest Festival	822194	\$300.00
Yellow Pages Group	16-3259953	\$20.86

Youth Talent	HAR FES TALENT FIRST	\$300.00
Youth Talent	HAR FES TALENT SECOND	\$150.00
Youth Talent	HAR FES TALENT THIRD	\$75.00
Subtotal		<hr/> \$80,915.07
August Payroll		\$132,927.99
Total August Bills		<hr/> \$213,843.06 <hr/>

Water and Pollution Control Corporation Bills List August 2016

Aliant	PUMP STN AUG 16	\$128.90
Aliant	S 4575748	\$114.41
Campbell's Concrete Ltd	222714	\$555.23
Duffy Construction Ltd	6794	\$12,449.29
Kensington Country Store	722097	\$34.19
Kensington Country Store	573285	\$97.37
Kensington Septic Service	1669	\$2,723.46
Kensington Septic Service	1643	\$171.00
Maritime Electric	SEWAGE TREAT AUG 16	\$783.27
Maritime Electric	PUMP CNT BLDG AUG 16	\$36.56
Maritime Electric	PUMP EAST 2 AUG 16	\$258.57
Maritime Electric	WATER TOWER AUG 16	\$148.98
Maritime Electric	WELL 3 AUG 16	\$725.79
Maritime Electric	SEWER PUMP AUG 16	\$73.83
Maritime Electric	LIFT STN AUG 16	\$134.23
Maritime Electric	PUMP WEST 1 AUG 16	\$623.57
Maritime Electric	PUMP WEST 1 AUG 2016	\$623.47
Minister of Finance	W&S AUG 2016	\$861.00
Minister of Finance	160816076	\$501.60
Rogers Plumbing & Heating	11720	\$74.10
Total W&S Bills		\$21,118.82

TOWN OF KENSINGTON
Income Statement Comparison of Actual to Budget for August 2016

GENERAL REVENUE	Current Month			Year to Date			Annual Budget	% Full Year
	Actual	Budget	Variance	Actual	YTD Budget	Variance		
General Revenues	\$78,273.46	\$79,159.00	-\$885.54	\$631,319.93	\$649,570.00	-\$18,250.07	\$957,760.00	66%
Police Service	\$10,409.70	\$1,700.00	\$8,709.70	\$28,852.75	\$13,600.00	\$15,252.75	\$20,400.00	141%
Town Hall Rent	\$7,796.40	\$7,793.00	\$3.40	\$70,447.20	\$70,344.00	\$103.20	\$101,516.00	69%
Recreation	\$1,050.00	\$500.00	\$550.00	\$4,080.00	\$4,200.00	-\$120.00	\$5,200.00	78%
Sales of Service	\$35,407.00	\$32,300.00	\$3,107.00	\$231,152.90	\$258,400.00	-\$27,247.10	\$387,600.00	60%
Subtotal Revenue	\$132,936.56	\$121,452.00	\$11,484.56	\$965,852.78	\$996,114.00	-\$30,261.22	\$1,472,476.00	66%
GENERAL EXPENSES								
Town Hall	\$13,022.50	\$14,885.00	\$1,862.50	\$95,967.11	\$104,320.00	\$8,352.89	\$153,095.00	63%
General Town	\$35,496.92	\$31,151.00	-\$4,345.92	\$254,060.46	\$266,997.00	\$12,936.54	\$374,091.00	68%
Police Department	\$51,010.86	\$47,841.00	-\$3,169.86	\$293,788.71	\$291,908.00	-\$1,880.71	\$421,992.00	70%
Public Works	\$22,670.38	\$17,545.00	-\$5,125.38	\$180,214.12	\$180,180.00	-\$34.12	\$239,895.00	75%
Train Station	\$2,763.68	\$2,529.00	-\$234.68	\$19,687.15	\$18,082.00	-\$1,605.15	\$26,823.00	73%
Recreation & Park	\$18,795.88	\$11,775.00	-\$7,020.88	\$66,412.47	\$63,400.00	-\$3,012.47	\$72,250.00	92%
Sales of Service	\$18,629.04	\$20,050.00	\$1,420.96	\$116,316.16	\$127,770.00	\$11,453.84	\$184,330.00	63%
Subtotal Expenses	\$162,389.26	\$145,776.00	-\$16,613.26	\$1,026,446.18	\$1,052,657.00	\$26,210.82	\$1,472,476.00	72%
Net Income (Deficit)	-\$29,452.70	-\$24,324.00	\$5,128.70	-\$60,593.40	-\$56,543.00	\$4,050.40		
Community Gardens Complex								
Community Gardens Revenue	\$26,735.77	\$45,500.00	-\$18,764.23	\$234,964.89	\$257,200.00	-\$22,235.11	\$411,200.00	57%
Community Gardens Expenses	\$39,685.57	\$48,265.00	\$8,579.43	\$242,407.06	\$271,715.00	\$29,307.94	\$411,200.00	59%
Net Income (Deficit)	-\$12,949.80	-\$2,765.00	\$10,184.80	-\$7,442.17	-\$14,515.00	-\$7,072.83		
Fire Department								
Fire Revenues	\$13,606.16	\$20,188.00	-\$6,581.84	\$157,709.36	\$161,504.00	-\$3,794.64	\$242,256.00	65%
Fire Department Expenses	\$10,715.08	\$18,301.00	\$7,585.92	\$142,863.56	\$149,808.00	\$6,944.44	\$242,256.00	59%
Net Income (Deficit)	\$2,891.08	\$1,887.00	-\$1,004.08	\$14,845.80	\$11,696.00	-\$3,149.80		
Consolidated Net Income (Deficit)	-\$39,511.42	-\$25,202.00	\$14,309.42	-\$53,189.77	-\$59,362.00	-\$6,172.23		
Water and Pollution Control Corporation								
Water & Sewer Revenue	\$46,084.97	\$45,408.00	-\$676.97	\$360,697.27	\$363,264.00	\$2,566.73	\$544,896.00	66%
Water & Sewer Expenses	\$45,761.82	\$44,635.00	-\$1,126.82	\$400,686.49	\$347,180.00	-\$53,506.49	\$544,896.00	74%
Water & Sewer Net Income (Deficit)	\$323.15	\$773.00	\$449.85	-\$39,989.22	\$16,084.00	\$56,073.22		

TOWN OF KENSINGTON – MEMORANDUM

TO: GEOFF BAKER, CAO
FROM: ROBERT WOOD, COMMUNITY GARDENS COMPLEX
MANAGER
SUBJECT: AUGUST COMMUNITY GARDENS COMPLEX REPORT
DATE: 23/09/2016
ATTACHMENT: STATISTICAL REPORT

August 2016

Fitplex

Programming: Aerobics Programming restarts in September

Hours

Key FOB Entry - 5.45am-12 Midnight Daily
Staffed - 4pm-8pm Mon-Thursday

Arena

Summer Camp

Last Day was August 19, 2016

- Indications are new regulations coming in for 2017 for summer camps need to be licensed due to some issues with a couple of unlicensed summer camps and children safety with pools that happened this summer. We are an unlicensed camp.

Kensington Harvest Festival

Attendance:

Saturday-Family day Inside Arena	255 Paid
Sunday- Golf Tournament	17 Teams
Monday-	508 Paid
Tuesday-	255 paid
Wednesday-	348 Paid

Ice Plant Started Aug 27, 2016 – very humid weather causing humidity problems in the building which the dehumidifiers could not keep up. Minor repairs were required to one of the compressors overheating.

Kensington Wild Cancelled 12 hours of ice time from Sept 5-19 due to lack of interest in 4 on 4- Only using 4.5 hours of Ice time Sept 5-10 and 6 Hours Sept 11-17

Kensington Cash

Aug, 2016	210.00
	220.00
	215.00
	205.00
<u>Total</u>	<u>845.00</u>

Ball Fields

Nothing new to report

Upcoming Events

- **Ice to be ready for Sept 5, Plant Start Date - Aug 27,2016**
- **Rec League Ball Playoffs**
- **Xmas Parade Planning**

Town of Kenisngton
Community Gardens Complex Monthly Statistical Data
2016

Category	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Fitplex													
Total Members	214	235	230	211	218	210	198	192					1708
Attendance	1250	1066	1105	998	889	788	672	724					7492
Day Passes Sold	57	70	48	48	38	16	8	12					297
Memberships Sold	38	31	16	31	29	20	20	22					207
Monthly Payment Memberships	20	31	35	36	46	46	46	46					306
Arena													
Hours Rented	176	155	115	37	0	0	0	0					483
Preschool (Free)	4	4	4	2	0	0	0	0					14
Adult Skate	8	8	8	2	0	0	0	0					26
Donated Ice Time		10	12	5	0	0	0	0					27
Total Hours Rented	188	177	139	46	0	0	0	0					550
Storm Days (no rentals)	3	2	2	0	0	0	0	0					7



Town of Kensington

Bylaw # 16-04

The Fire Protection and Emergency Services Bylaw

This Bylaw is made under the authority of the *Municipalities Act, R.S.P.E.I., Chapter M-13, R.S.P.E.I. 1988, Part VIII, and Section 30, Municipal Powers.*

WHEREAS the Town Council wishes to set, by Bylaw, the control, command and operation of the Town of Kensington Fire Department;

AND WHEREAS the Town Council wishes to ensure the safety of the public and protection of property;

AND WHEREAS the Town of Kensington is committed to providing municipal and regional fire and emergency services through the Town of Kensington Fire Department;

BE IT ENACTED by the Council of the Town of Kensington as follows:

1. Title:

This Bylaw is entitled Bylaw 16-04, and may be cited as the "Fire Protection and Emergency Services By-Law."

2. Definitions:

In this Bylaw, words used in the present tense include the future; words used in the masculine gender include the feminine and neuter; the singular number includes the plural, and the plural number includes the singular. Where terms are not defined in this bylaw, they are defined using their ordinarily accepted meanings within the context in which they are used.

- 2.1** "Assistant Deputy Chief" means an officer of the Fire Department who is an assistant to the Fire Chief and third in command as per the Department's chain of command and operating procedures.

- 2.2 **“Captain”** means an officer of the Fire Department in charge of a company or group of firefighters as per the Department’s chain of command and operating procedures.
- 2.3 **“Chief Administrative Officer” (CAO)** means the Administrator and/or includes the Manager of the Town Of Kensington or his/her duly appointed representative;
- 2.4 **“Committee of Council”** means a meeting of the entire Council, for the purpose of discussing matters for Council’s consideration.
- 2.5 **“Council”** means the Town Council of the Town of Kensington.
- 2.6 **“Deputy Chief”** means an officer of the Fire Department who is an assistant to the Fire Chief and second in command of the Fire Department as per the Departments chain of command and operating procedures.
- 2.7 **“Emergency”** means an unexpected situation that requires prompt action to protect life and/or property.
- 2.8 **“Firefighter”** means an active member of the Fire Department as per the chain of command and operating procedures of the Fire Department.
- 2.9 **“Fire Chief”** means the person appointed by Council to act as the Fire Chief of the Town of Kensington Fire Department.
- 2.10 **“Fire Department”** means the Fire Department, of the Town of Kensington.
- 2.11 **“Fire Protection and Emergency Services Agreement”** means an agreement entered into between the Council of the Town of Kensington and a legal entity to authorize the provision of fire protection and emergency services by the Town of Kensington Fire Department subject to terms and conditions of such agreement.
- 2.12 **“Hazardous Material”** means a substance that when released is capable of creating harm to the public, the environment of property.
- 2.13 **“Lieutenant”** means an officer of the Fire Department who is appointed to assistant in the supervision of a company or group of firefighters as per the Department’s chain of command and operating procedures.
- 2.14 **“Mutual Aid”** means two-way assistance by Fire Departments of two or more communities giving aid to the other in emergencies, without monetary compensation.

2.15 “Officer(s)” means the Fire Chief, Deputy Fire Chief, Assistant Deputy Fire Chief, Captain(s) and Lieutenant(s) of the Fire Department.

2.16 “Town” means the Corporation of the Town of Kensington.

3. Town Council:

3.1 The Town Council shall be the governing body of the Fire Department and shall provide municipal and regional fire and emergency services through the Town of Kensington Fire Department.

3.2 Town Council shall be responsible for approving the annual estimates of the Fire Department and shall determine the types and level of service to be provided by the Fire Department as well as the number of personnel, stations, apparatus and equipment necessary to provide an adequate level of service for the protection of life and property.

3.3 The Fire Chief, Deputy Chief (s), and members of the Fire Department shall be appointed by Town Council, after considering the recommendation of the CAO and/or Fire Chief. The Council may accept or reject any recommendation and the decision of Town Council shall be final. Town Council may require a level of experience and certified training requirements for various positions of authority or persons directing work assignments within the Fire Department.

3.4 Town Council shall not control or interfere with the day-to-day operations of the Fire Department.

3.5 The Town Council may enter into Mutual Aid agreement or contracts with another municipality, community, fire district or private agency to provide fire protection and emergency services.

3.6 The Town Council may charge fees for services provided including but not limited to:

- a. Fire protection and rescue services,
- b. Fire safety services, and
- c. Fire watch duty.

4. Chief Administrative Officer (CAO).

- 4.1** All direction of Town Council to the Fire Department and Fire Chief shall be through the Chief Administrative Officer (CAO).
- 4.2** The CAO shall meet with the Fire Chief regularly to ensure the effective operation of the Department.
- 4.3** The CAO shall advise the Town Council on how the Fire Department is performing with a view to identifying any areas of improvement, service enhancement or resources that may be required so the Department may meet its mandate.

5. Fire Chief:

The Fire Chief shall be an official of the Town of Kensington and shall come under the direct supervision and control of the Chief Administrative Officer (CAO) subject to the provisions of the Municipal Government Act and the Bylaws, policies and procedures of the Town of Kensington.

5.1 Appointment:

The Council may appoint a qualified person as a Fire Chief to manage the affairs of the Town of Kensington Fire Department pursuant to the provisions of the Bylaws and policies of the Town of Kensington.

5.2 Selection Process:

At the time of a vacancy or indication thereof, in the position of the Fire Chief, the Council may direct the CAO to undertake such steps as are necessary in order to make a recommendation to Council for the purpose of filling any vacancy of the position.

5.3 Policies and Procedures:

The policies and procedures of the Town pertaining to hiring, dismissal and discipline of an employee or official generally within the Town shall apply to the Fire Chief with such necessary modifications and variations as may be required and as the CAO shall recommend and be approved by Council.

5.4 Duties of the Fire Chief:

The Fire Chief shall:

- a. Be appointed by Council and shall be the Fire Chief of the Town of Kensington Fire Department and shall perform the duties of the Fire Chief as defined in this Bylaw.

- b. The Fire Chief shall have full command and control of Fire Department operations subject to the provisions of this Bylaw and the policies and procedures of the Fire Department.
- c. Attend meetings of the “Committee of Council” as the Council or CAO may from time to time direct.
- d. Recruit, discharge, control and direct all members of the Fire Department in accordance with this Bylaw and the policies and procedures of the Fire Department.
- e. Control and direct all members of the Fire Department at the scene of a fire or other emergency in accordance with the Fire Department Standard Operating Guidelines (SOG’s).
- f. Report to the CAO any matter about which he/she should have knowledge in regard to the operation of the Fire Department and generally to report to Council as required.
- g. Report to the CAO, as necessary, any failure of any member of the Fire Department to act in accordance with the requirements of a public authority, the bylaws, policies and procedures of the Town and Fire Department.
- h. Ensure that the Fire Department complies with all applicable statutory and regulatory requirements of the Province of Prince Edward Island.
- i. Preside at all general meetings and executive meetings of the Fire Department and to act as an ex-officio member of all committees of the Fire Department.
- j. Represent the Fire Department or appoint a representative of the Fire Department to attend local, provincial and national meetings and official functions concerning the Fire Department.
- k. Generally supervise all of the activities of the Fire Department.
- l. Organize, manage and exercise control over all firefighting and emergency operations of the Fire Department.
- m. Maintain supervision and control over all buildings, apparatus, equipment and other property of the Town of Kensington assigned to the Fire Department.
- n. Submit in writing to the Council a monthly and an annual report detailing amongst other things the number of fire and emergency calls, the state of all

buildings, apparatus and equipment of the Fire Department, the overall efficiency and state of readiness of the Fire Department.

- o. Ensure that all orders, regulations, policies and operating procedures of the Town and Fire Department are enforced and that discipline is maintained within the Fire Department.
- p. Ensure that all fire vehicles, equipment and apparatus of the Fire Department are maintained in good working condition.
- q. Develop and manage a comprehensive training program to ensure that all members of the Fire Department are sufficiently and competently trained in all applicable firefighting and emergency operations to ensure and maintain the service level provided by the Town of Kensington Fire Department.
- r. Act as a “Local Assistant” to the Fire Marshal as per the provisions of Chapter F-11 of the Fire Prevention Act of the Province of Prince Edward Island.
- s. Undertake such other duties and responsibilities as the Council may from time to time direct on recommendation from the Public Safety Committee.

6. Fire Department Organization:

- 6.1** The Fire Chief shall assign the personnel, apparatus and equipment to each company or group. The Fire Chief shall determine how personnel, apparatus and equipment of the department should be organized into companies divisions and/or platoons together with the number and distribution of such units.
- 6.2** The Fire Chief shall establish an organizational strategy that determines the relationship of the individual operating divisions or companies of the department.
- 6.3** The organizational strategy shall include division or company assignments as well as a job description or list of responsibilities for each position and/or unit.
- 6.4** The Fire Chief shall assign qualified personnel to all the Fire Department’s operational positions and designate specific officers to command and control operations at fire scenes and other emergencies.
- 6.5** The Fire Chief shall establish and implement all Fire Department standard operating guidelines, general orders and departmental rules as necessary to ensure the mission of the Fire Department is achieved.

7. Fire Department Authorities and Duties:

- 7.1** The Fire Chief and his designates shall wear a badge or uniform or display some device indicating their rank in the Fire Department at fires or other emergencies.
- 7.2** The Fire Chief and his designates shall command and control all operations in connection with the extinguishment and control of any fires or any other emergencies the Department may respond to and shall have authority to take all reasonable actions necessary to protect life and property.
- 7.3** The Fire Chief, his designates and the duly appointed members of the Fire Department are authorized to carry out the following duties:
- a. (Command the assistance of persons and/or commandeer any vehicle, apparatus or equipment deemed necessary to extinguish and control any fire, explosion, hazardous materials incident, natural disaster, rescue operation, and other emergencies;
 - b. Remove any property, vehicle, combustible or hazardous materials from a building, property or area on fire or in danger thereof or at risk of a potential fire an explosion or threat from the spill of any hazardous materials;
 - c. Enter, break into or tear down any building on fire or in danger thereof or at risk of an explosion or threat from the spill of any hazardous materials;
 - d. Exclude persons and vehicles from the vicinity of a fire or area at risk of a potential fire, an explosion or threat from the spill of any hazardous materials or any area endangered by a disaster, or other emergency;
 - e. Evacuate buildings or an area of all occupants endanger by a fire or the threat of a potential fire or explosion or area at risk of an explosion or threat from the spill of any hazardous materials.
- 7.4** The Fire Chief, his designates and the duly appointed members of the Fire Department shall not be liable for any damage caused to any property as a result of carrying out the duties outlined in section 6.2 and 6.3.
- 7.5** The Fire Chief, his designates or the duly appointed members of the Fire Department charged with the control or extinguishment of any fire, explosion or the spill of any hazardous materials, rescue operation, or other emergency, acting in good faith and without malice in the discharge of their duties, shall not thereby be rendered personally libel for damages, or injury of any person caused by the person's act or omission in rendering the emergency services or aid unless that person is found grossly negligent.
- 7.6** Any suit brought against the Fire Chief, his designates or the duly appointed members of the Fire Department because of such act or omission performed in carrying out the duties outlined in this Bylaw shall be defended by the Town until

final termination of such proceedings, and any judgment resulting there from shall be assumed by the Town.

8. Severability

- 8.1** It is the intention of the Town Council that each separate provision of this Bylaw shall be deemed independent from all other provisions of this Bylaw, such that, if any provision of this Bylaw is declared invalid, all other provisions of this Bylaw shall remain valid and enforceable.

9. Offences and Enforcement

9.1 Any person who:

- a. Remains inside an area designated by the Fire Chief, his designates or duly appointed members of the Fire Department pursuant to Section 6.3 when requested to vacate the area by the Fire Chief, his designates or a duly appointed member of the Fire Department is guilty of an offence;

Or any person who:

- b. Refuses to comply with a legal request made pursuant to Section 6.3 or any person who obstructs the Fire Chief, his designates or any member of Fire Department in the performance of their duties or;
- c. Interferes with, obstructs, damages or destroys any apparatus or equipment used, owned, possessed or controlled by the Fire Department; is guilty of an offence.

10. Penalty

- 10.1** Every person who contravenes any provision of this Bylaw is guilty of an offence and on conviction is liable to a fine as provided for in the Provincial Summary Proceedings Act, 1977, c.40, s.3.

11. Repeal

- 11.1** All previous Bylaws of the Town of Kensington pertaining to the provision of Fire Protection and/or items covered within this Bylaw are hereby repealed.

12. Adoption and Approval

- 12.1** This Bylaw was adopted and approved by a majority of the Councillors present at the Council meeting held on the ____ day of _____, 2016.

READ A FIRST TIME THIS _____ DAY OF _____
2016.

READ A SECOND TIME THIS _____ DAY OF _____
2016.

PASSED BY RESOLUTION THIS _____ DAY OF _____
2016.

Rowan Caseley, Mayor

Geoff Baker, CAO

DRAFT



Town of Kensington
A Bylaw to Reduce False Alarms
Bylaw # 2016 – 05

This Bylaw is made under the authority of the Municipalities Act, R.S.P.E.I., Chapter M-13, R.S.P.E.I. 1988.

WHEREAS Section 30 of the Municipalities Act, R.S.P.E.I., 1988 authorizes a Municipality to provide emergency services such as Police Protection;

AND WHEREAS Section 57 of the Municipalities Act, R.S.P.E.I., 1988 authorizes a Municipality to make bylaws for the peace, order and good government of the municipality, the provision of municipal services and any other matter within the jurisdiction of the municipality;

AND WHEREAS costs are incurred unnecessarily by the Kensington Police Service in responding to false alarms;

AND WHEREAS the Town seeks to recover part of the costs of responding to false alarms;

AND WHEREAS responding to false alarms may delay attendance, by members of the Kensington Police Service, at genuine emergencies;

BE IT ENACTED by the Council of the Town of Kensington as follows:

1.0 Title

- 1.1 This Bylaw may be cited as the “**Town of Kensington False Alarm Bylaw No. 2016-05**”.

2.0 Definitions

- 2.1 **Alarm System** – means any system, device, or equipment, whether monitored by an alarm company or not, intended to signal the presence of a problem and any other situation to which the Kensington Police Service would or could reasonably be expected to respond, but does not include personal alerting devices or a device that is installed in a vehicle;
- 2.2 **CAO** – means the Chief Administrative Officer of the Town of Kensington;

- 2.3 **False Alarm** – means, for the purposes of this bylaw, the activation of an Alarm System which results in a response from the Kensington Police Service where a situation requiring such response does not exist and includes a situation where:
- a. the Alarm System has a malfunction;
 - b. the Alarm System has been activated in error;
 - c. the Alarm System has been activated during testing; or
 - d. there is no evidence of illegal entry or attempted illegal entry, but does not include a situation where it is substantiated that the situation was caused by:
 - i. severe storm conditions; or
 - ii. the disruption or disturbance of the equipment or facilities by any utility company;
- 2.4 **Owner** – means the person whose name appears on the assessment roll for the Town as the assessed owner;
- 2.5 **Key Holder** - means a person who is capable of providing entry to an alarmed premises;
- 2.6 **Police Officer (Officer in Charge)** – means the Police Chief or the Corporal of the Kensington Police Service;
- 2.7 **Premises** – means any building, structure, residence or facility of any kind.
- 2.8 **Town** – means the Town of Kensington;
- 2.9 **Town Council** – means the duly elected Mayor and Town Councilors of the Town of Kensington;

3.0 Maintenance

- 3.1 Every owner of real property or premises where an alarm system is installed shall be responsible for the proper installation, use, maintenance, and operation of such system so as to prevent false alarms.

4.0 Notification to Owners

- 4.1 Upon the first occurrence of a false alarm for the Kensington Police Service, a notice will be provided to the owner of the property and/or premises that a false alarm has occurred and the fees to be imposed for any subsequent false alarms.

5.0 Fee for False Alarms

- 5.1 On the occurrence of a second false alarm for the Kensington Police Service, and each subsequent false alarm during any consecutive 12 month period, there shall be a fee of \$200.00 for each occurrence.

- 5.2 Where a fee is charged in accordance with this bylaw, the Town shall invoice the owner of the property.
- 5.3 An invoice issued under this bylaw shall be due and payable to the Town within thirty (30) days of the date of the invoice for such fee.
- 5.4 Interest on any unpaid fees or charges will be charged at a rate of two percent (2%) per month compounded monthly.
- 5.5 If an owner fails to pay any fees within sixty (60) days of the date of the invoice, the Town may take appropriate steps in relation to the collection thereof, which may include civil action.

6.0 Excessive False Alarms

- 6.1 If, in any 12 month period, the Kensington Police Service responds to six or more false alarms originating from one alarm system, the Police Officer may cause a notice to be sent to the owner of the premises in which the alarm system is installed advising that the Kensington Police Service, as the case may be, may elect not to respond to subsequent alarms.

7.0 Keyholders

- 7.1 Every person providing an alarm monitoring service shall maintain a list of key holders.
- 7.2 The key holder:
 - (a) shall be available to receive telephone calls made in respect of the alarms;
 - (b) shall be capable of affording access to the premises where the alarm is located;
 - (c) shall attend at the premises where the alarm is located within 20 minutes of being requested to do so by the alarm monitoring service or a member of the Kensington Police Service.
- 7.3 A person who monitors an alarm system and who informs any member of the Kensington Police Service that the monitored alarm has been activated, shall cause a person capable of affording access to the premises where the alarm is located to attend at such premises within twenty (20) minutes of such notice.

8.0 Appeal

- 7.1 Any owner who has been assessed with a false alarm charge who wishes to appeal the charge may submit a letter to the CAO requesting a review of the charges. Town Council will be the final authority on whether or not the charges are a legitimate false alarm charge or not. The letter must include reason for appeal and provide information to support your request that the incident was not a false alarm.

9.0 General

- 9.1 Should any provision of this bylaw be found invalid, the invalid portion shall be severed and the remaining bylaw shall be maintained.
- 9.2 All previous bylaws of the Town of Kensington pertaining to fees related to false alarms are hereby repealed.
- 9.3 The effective date of this bylaw is the date it is formally adopted by Town Council.

READ A FIRST TIME, THIS ____ DAY OF _____, 2016.

READ A SECOND TIME AND FORMALLY ADOPTED THIS ____ DAY OF _____, 2016.

Mayor

Chief Administrative Officer

Geoff Baker

From: Ramona Roberts <ramonaroberts1@gmail.com>
Sent: Tuesday, September 20, 2016 7:23 PM
To: Geoff Baker
Subject: Moving of Sign

Hello Geoff,

Austin and I would like to request permission from the Town of Kensington to move the pole sign that was formerly used for the Kensington Club over a few feet to the green space next to where the sign now sits. Austin can provide further details as you may require to brief counsel.

Due to the inset of our building back from the street, our entrance and signage are quite hidden. The moving of the Tim Horton's drive through off of Victoria required us to change the street entrance placement which results in us having the entrance on a side where we can not be seen by potential customers. The pole sign is instrumental in allowing us to let visitors to Kensington know that we exist.

We appreciate the Town taking time to consider this matter.

Ramona Roberts

--

Ramona Roberts
902-439-6480 (p)
902-887-3413 (f)
ramonaroberts1@gmail.com



Geoff Baker

From: Lee Gauthier <lee@revolution.ca>
Sent: Wednesday, September 14, 2016 4:39 PM
To: 'Geoff Baker'
Subject: Kensington and Area Map
Attachments: KensingtonMapAdRates.pdf

Geoff, great speaking with you on Monday about Kensington and Area Map .

The Map will be two sided , one side will consist of the Town of Kensington Map. The second side will consist of the Town of Kensington and surrounding area. This Map will show the areas to Stanley Bridge , Malpeque , Emerald and to the Summerside boarder.

To pay for the design, selling of ads and printing of 5000 copies we will have available to sell 37 ads. In order to cover off costs in this initial year all 37 would need to be sold so Revolution Media could cover costs of the Map design in this first year . If we were unable to sell all 37 ads we would need to see if Town of Kensington would cover any shortfalls.

To assist with the selling of the ads Revolution Media has approached the Kensington and Area Chamber of Commerce to assist and partner on the selling of these ads .

If you have any other question please let me know .

Lee

 **LEE GAUTHIER**
GENERAL MANAGER & SALES
lee@revolution.ca 902-367-5060
119 Water Street Charlottetown, PE

Town of Kensington and Surrounding Area

Town Map Ad Rates

2.25 in. Wide x 1.25 in. High

\$200

2.5 in. Wide x 3.125 in. High

\$300

4.625 in. Wide x 3.125 in. High

\$400

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SUMMERSIDE
161 Water Street

CHARLOTTETOWN 608 North River Road

#1 Stone Chip Repair In The World

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EVERYONE WELCOME

Located on the waterfront with two fully serviced decks.

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Located 340 Notre Dame (S side Legion building)
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Doors open at 6 pm

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902-436-0573

Bingo is every
Monday
Wednesday
Friday
Saturday
and Sunday

Gentleman Jim's
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Steak and Seafood

Lobster Dinners Available

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brothers

Summerside's
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For Fresh Seafood

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618 Water St. East, Summerside

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QUALITY INN & SUITES

- Indoor & Outdoor Pool
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- Gift Shop • Coffee Shop

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Welcome Visitors

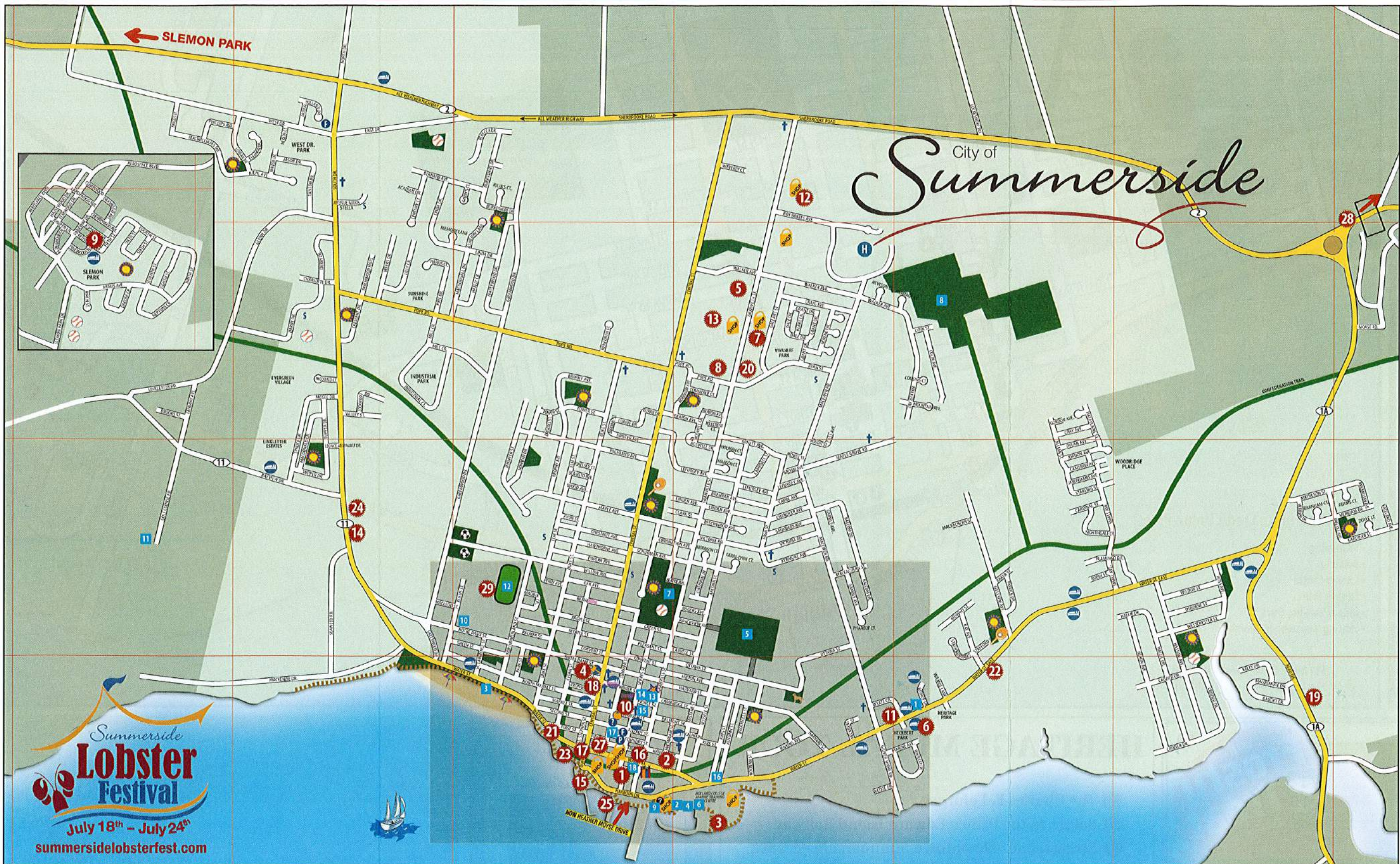
Over 30 Shops and Services

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Monday - Saturday 9:00am - 9:00pm
Sunday Noon - 5pm

COUNTY FAIR MALL

475 Granville Street North, Summerside 902.436.7247



- Police (non emergency) 432-1201
- F Fire 432-1222
- H Hospital 438-4200
- T Tourist Information 1-877-734-2382
- † Churches
- L Library 436-7323
- S Shopping Malls
- C City Hall 432-1230
- C Court House
- S Schools
- B Baywalk
- B Beach
- C Confederation Trail (Hiking & Biking)
- H Heritage Walking Tour (Starts and ends at Spinnakers)
- P Playgrounds
- B Ballfields
- T Tennis
- S Soccer Field
- H Hotels/Motels/B&Bs
- D Off-Leash Dog Park
- P Public Washrooms

- ATTRACTIONS:**
- 1 The College of Piping & Celtic Performing Arts of Canada
 - 2 Eptek Exhibition Centre
 - 3 Green's Shore
 - 4 Harbourfront Theatre
 - 5 Heritage Gardens
 - 6 Tourism Information Bureau
 - 7 Queen Elizabeth Park
 - 8 Rotary Friendship Park
 - 9 Spinnakers' Landing
 - 10 Consolidated Credit Union Place and Convention Centre
 - 11 Summerside Golf Club
 - 12 Summerside Raceway
 - Wyatt Heritage Properties:**
 - 13 Lefurgey Cultural Centre
 - 14 Wyatt House Museum
 - 15 MacNaught History Centre and Archives
 - 16 Bishop Machine Shop
 - 17 Armories / International Fox Museum & Galleries
 - 18 Summerside Farmers Market

Summerside Lobster Festival

July 18th - July 24th

summersidelobsterfest.com

The City of Summerside Visitor Map is published annually by:
The Journal Pioneer
316 Water Street, Summerside, PE C1N 4K5
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www.journalpioneer.com
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FEEL BETTER
DO BETTER**

11pm, Sun Noon-10pm

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www.journalpioneer.com

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Centennial
CARSTAR
Collision & Glass Service
610 SOUTH DR. (902) 436-2603

Centennial
Honda
610 SOUTH DR. (902) 436-8158

**CENTENNIAL
AUTO SPORT & TIRE**
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EST. 1973
DAIRY BAR

CALL US FOR
TAKE OUT
ORDERS
66-3000

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HERITAGE MURAL TOUR

- 1 The Charles E. Lefurgey
- 2 Salute to the Prince Edward Island Railway
- 3 Streetscape - Downtown Summerside - c. 1893
- 4 Holman's Department Store
- 5 The Acadians of Summerside & the Queen Hotel

CHINA STAR
RESTAURANT
Fine Chinese Cuisine

Lunch/Dinner

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SUMMERSIDE'S PREMIER WATERFRONT HOTEL

Simply inviting

Stay or Dine with us!

THE Loyalist Country Inn
A Lakeview Resort
& Conference Centre

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Always Fresh, Always Local

Arsenault's Fish Mart
Holman's Wharf,
Summerside
Open 7 Days A Week
9am to 6pm
436-7490

7311725

- Lobster
- Mussels
- Scallops
- Clams
- Haddock
- Cod
- Salmon
- Much More!

Tim and I along with our honorary chairperson, Wes MacAleer, would like to invite you to the 8th Annual Nichola Goddard Foundation fundraiser, which this year will be on Saturday 19 November 2016 at the APM Centre in Cornwall, PEI. We are thrilled that Mayor Naheed Nenshi of Calgary will be our guest speaker.

The Foundation has now endowed two university scholarships (at UPEI and the University of Calgary) and is currently contributing to a canine heart rate monitor at the Atlantic Veterinary College (Nichola loved dogs!). Fundraising for Light Up Papua New Guinea continues. Over 1.5 million people in rural areas of Papua New Guinea now have access to solar powered lights in clinics and birthing centres, because of Foundation support.

Chef Guy LeClair has volunteered to cook a three course dinner – he and Sheri-Lynn have been great supporters of past events. As usual, our intrepid team of volunteers will serve. There will be a silent auction with the usual random selection of interesting items - some which we already have in hand and a number that are still being collected. The menu and the list of items for the silent auction will be circulated prior to the event.

Tickets can be purchased for \$125 online at www.nicholagoddard.com or by cheque, made payable to the Nichola Goddard Foundation and mailed to 45 Parkside Drive, Charlottetown PE C1E 1N1. A tax deductible receipt for \$90 will be provided for each ticket purchased.

Should you require an invoice or further information, please contact me by phone (902) 569 5665 or email at goddards3@gmail.com.

We have partnered with Holiday Inn Express this year. Rooms are available for \$109.00/night plus tax and include a hot breakfast. There is a hockey tournament on the weekend of November 19, so please book early. Rooms at this special rate will be held only until October 20. Please call the hotel directly 1-902-892-1201 and ask for the rate for the Nichola Goddard Foundation or use the following link:
<https://www.hiexpress.com/redirect?path=hd&brandCode=ex&localeCode=en®ionCode=1&hotelCode=YYGCA&PMID=99801505&GPC=NOG&viewfullsite=true>

If you are unable to attend, please consider buying a ticket. We will find a good person to fill the seat.

Look forward to seeing you on November 19th.

Sally Goddard

Hope you'll be able
to join us.
Sally

Inspire

LEARNING CENTRE

Rotary Club of Summerside

PRINCE EDWARD ISLAND

Dear Mayor Caseley and Town Council,

IMAGINE THE LIBRARY OF TOMORROW.

It's probably not the existing local library that you picture, right? But it could be!

Presently, our library functions well over capacity — and has for years. Technological and cultural developments antique the old facility and way of doing things.

Despite that, our community remains engaged and eager: 84% of residents have a Rotary Regional Library card, and last year alone saw 72,000 library visits to utilize one of 229 free programs or borrow one of more than 400,000 items. These are positive signs for our shared future.

Now, we have an opportunity to relieve the constrictions of the old library and, moreover, take a substantial leap forward with a whole new concept — a shared, collaborative, connected community learning space.

Inspire Learning Centre will be the library of tomorrow. Leading a movement that expands the idea of what a library can be and employs the latest concepts and technologies, we want to create a new community hub of lifelong learning, featuring:

- **Open spaces to inspire social gathering**
- **Collaborative workspaces**
- **Multi-purpose rooms**
- **State-of-the-art communication and research technologies**
- **The entire collection of the Rotary Regional Library**
- **An opportunity for learning through interactive and experiential education**

But we can't do it alone. We need coordinated partnership of public, private and corporate community members — we need you.

We invite you to join a collaboration of public, private and corporate partners committed to a shared vision of a vibrant, vital community space. Consider the people, learning and opportunities we can inspire together by making a one time commitment of \$5,000, or \$1,666 a year, over 3 years.

As a donor at the "Book Lover" level of giving you will:

- Have the area of your choice named in your honor in the \$5,000 category
- Receive an invitation to the opening ceremony of the project
- Have your name, picture and caption write-up published in the Journal Pioneer
- Receive invitation to and recognition at the community wrap-up event
- Your name will be recognized on the new Inspire Learning Centre website
- Your name will be recognized within the Rotary Club of Summerside
- Your name will be recognized within the Friends of the Library community group
- Your name will appear on the tablet within the facility recognizing your donation at this level
- Your name will appear on the donor wall located inside the front entrance recognizing your donation at this level of giving
- Receive a signature item such as a bookmark to recognize your giving
- You will receive a "life member" library card
- Your name will appear sequentially on the "thank you" section of the electronic bulletin board within the facility for a period of time

Inspire

LEARNING CENTRE

Rotary Club of Summerside

PRINCE EDWARD ISLAND

Above all, we hope to share this opportunity to make our imaginations a reality — to create a thriving, local gateway to intellectual, social, and cultural development, and a catalyst for economic growth for our region.

Thank you for inspiring with us.

Sincerely,



Gord Coffin
Inspire Learning Centre
Rotary Fundraising Committee

Email: gcoffin@mb.creditu.net
Phone: 902 439-8891
Website: www.inspirelearning.today

INSPIRED TO BREAK DOWN BARRIERS.

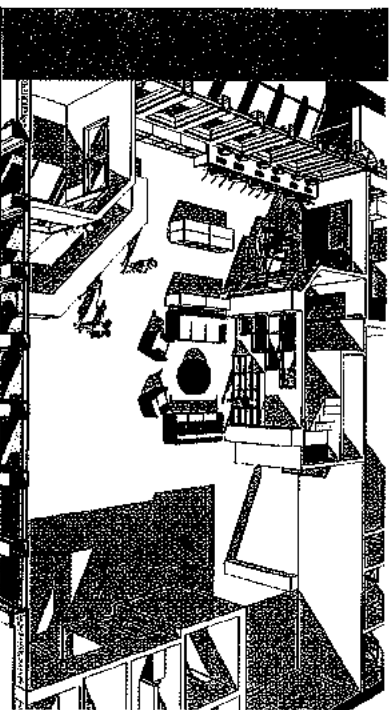
Access to education is the great equalizer. Inspire Learning Centre will provide information, communication, and technology that open new worlds of opportunity. Every child, every student, every parent, every job-seeker, business leader and retiree will have open access. Our vision is a local gateway to intellectual, social, and cultural development and a catalyst for economic growth in the region.

INSPIRED BY A SMARTER LIBRARY.

In the library of tomorrow, the only place to find the Dewey Decimal System is in the history section. The latest technology, innovative architecture and special use, combined with novel and varied programming create more opportunities — and more types of opportunity — than ever before.

Inspire Learning Centre will feature:

- Open spaces to inspire social gathering
- Collaborative workspaces
- Multi-purpose rooms
- State-of-the-art communication and research technologies
- The entire collection of the Rotary Regional Library
- An opportunity for learning through interactive and experiential education



A library is a focal point, a sacred place to a community, and its sacredness is its accessibility, its publicness. It's everybody's place.

— GRISHA K. LE GUIN



INSPIRED, BY YOU.

- You inspire learning.
- You inspire a new generation.
- You inspire the young and young at heart.
- You inspire opportunity.
- You inspire innovation.
- You inspire the community.
- You inspire play.

INSPIRED, TOGETHER.

We have already acquired a former government building, the perfect facility to convert into the community learning centre of our dreams. We have secured initial funding of \$1,000,000 and revitalization of the space is already underway. Inspire Learning Centre will open for business and education, culture, play, community and life-long learning — in the Summer of 2016.

Now we invite you to join a collaboration of public, private and corporate partners committed to a shared vision of a vibrant, vital community space.

Working together, we will make our imagination a reality. Government funding alone will not be enough. Public, private, philanthropic, neighbors, leaders, businesspeople — we need you. Together, we will *inspire*. Together we will build Inspire Learning Centre.

IMAGINE THE LIBRARY OF TOMORROW.

If you imagine the sound of a librarian's dusty
shhh! — think again. The library of tomorrow hums.
Job seekers attend workshops and readers
scan e-books. Teens form study groups at
collaborative work stations while civic members
gather to plan local cultural events. Children
discover a place of playful exploration, librarians
facilitate online research and business leaders
utilize high-impact communication tools. And
yes, people even borrow books.
The library of tomorrow unites, engages and
inspires. It connects people to information,
opportunity and each other. It enriches life for
everyone in the region.

This is the vision for Inspire Learning Centre, an
initiative of the Rotary Club of Summerside, in
partnership with the East Prince community — a
state-of-the-art regional learning centre that
replaces the spirit of yesterday with the ooh and
aah of tomorrow.



Rotary

Please visit the Inspire Learning Centre website
for more information, videos and updates:
www.inspirelearning.today

Contact us.

In the spirit of Inspire Learning Centre, we must
connect people and resources to make our vision
a reality.

*For information about our capital fundraising
campaign and naming opportunities, please contact:*

Stephen Cudmore

E stephen.cudmore@richardsongmp.com
W (877) 655-7735

Sandy Rundle

E sandy.rundle@tc.tc
W (902) 432-8203

To submit your donation, please contact:

Sarah Miller

E smillar@ccupeil.ca
W (902) 888-5524 C (902) 432-0181

Inspire
LEARNING CENTRE



Rotary Club of Summerside
PRINCE EDWARD ISLAND

