



# ***Tentative Agenda for Town Council Meeting***

***June 8, 2015***

***Commencing at 7:00 PM***

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Kensington, PEI  
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***Please ensure all cell phones and other electronic devices are turned  
off or placed on non-audible mode during the meeting.***

Town of Kensington  
Regular Meeting of Town Council  
June 8, 2015

*Commencing at 7:00 PM*

**ITEM 1: CALL OF MEETING TO ORDER AND WELCOME**

Presiding: Mayor Rowan Caseley

**ITEM 2: APPROVAL OF TENTATIVE AGENDA**

Action: Additional agenda items requiring discussion, if known, should be identified at this time.

**ITEM 3: DECLARATION OF CONFLICT OF INTEREST**

Action: Members of Town Council 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.

**ITEM 4: DELEGATIONS/PRESENTATIONS**

Action: Presentation and Questions.

**ITEM 5: APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

Background: The draft minutes of the May 11, 2015 regular meeting, June 1, 2015 special meeting and June 1, 2105 public meeting of Town Council are included in the tentative agenda package for review.

Action: Motion or motions to approve the minutes, with or without amendment.

**ITEM 6: BUSINESS ARISING FROM MINUTES**

Action: Questions or clarifications.

**ITEM 7: COMMITTEE REPORTS**

Background: The Public Safety Committee, Community Services Committee, Culture and Wellness Committee, Finance and Administration Committee and the Mayor's reports are provided to Council members in advance of the regular monthly Council meeting. Periodic updates by email or other

correspondence on specific activities are provided throughout the month to Council by Administration; additional information/reports may be given at Council meetings. Any reports provided and any building permit applications constitute part of the Tentative Agenda package. Chairpersons present for each of the listed Council Committees are normally called upon for reports and/or updates as may be considered appropriate.

7.1 Public Safety Committee – Councillor David Doucette

7.2 Community Services Committee – Councillor Jeff Spencer

7.3 Wellness and Culture Committee – Councillor Coreen Pickering

7.4 Finance and Administration Committee – Deputy Mayor Rodney Mann

7.5 Mayor's Report – Mayor Caseley will report on the past month's activities, matters concerned with development and/or on other matters that may be considered relevant.

Action: Reports and follow-up questions or discussion.

#### **ITEM 8: COUNCIL REPRESENTATIVE REPORTS**

Background: Town Council's representative on the FPEIM Board of Directors, Chamber of Commerce Board of Directors, Heritage Library Board of Directors and any other relevant Boards or Commissions may be called upon by the Mayor to deliver a verbal report.

Action: Comments/Questions

#### **ITEM 9: DEVELOPMENT CONTROL BYLAW AMENDMENT – SECTION 4.31 – PERMITTED USES IN ALL ZONES.**

Background: See attached Report from Staff.

Action: Consideration and Approval is requested.

#### **ITEM 10: MUNICIPAL BUILDINGS ROOF REPLACEMENT PROJECT**

Background: See attached Request for Decision

Action: Consideration and Approval is requested.

#### **ITEM 11: CORRESPONDENCE**

**ITEM 12: COMMITTEE OF THE WHOLE (IN – CAMERA)**

- Two Items of a Legal/Contractual Nature

**ITEM 13: OTHER MATTERS AND/OR ADJOURNMENT**

**Town of Kensington  
Minutes of Regular Council Meeting  
Monday, May 11, 2015  
7:00 PM**

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

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

**Visitors Present:** Colin MacLean, Journal Pioneer

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**1. Calling of Meeting to Order**

**1.1** Mayor Caseley called the meeting to order at 7:00 PM and welcomed Council members, staff and visitors.

**2. Approval of Tentative Agenda**

**2.1** *Moved by Councillor Spencer, seconded by Councillor MacLean to approve the tentative agenda for the May 11, 2015 regular meeting of Town Council. Unanimously carried.*

**3. Declaration of Conflict of Interest**

**3.1** Mayor Caseley discussed that Members of Town Council or staff who believes they may have a conflict of interest on any matter that will be discussed at this meeting should declare that potential conflict at this time, withdraw at the time of discussion and vacate the Council Chambers during deliberation and decision.

**4. Delegations / Presentations**

**4.1** Nil.

**5. Approval of Minutes of Previous Meeting**

**5.1** *Moved by Councillor Spencer, seconded by Councillor MacLean to approve the minutes from the April 13, 2015 regular meeting of Town Council. Unanimously carried.*

**6. Business Arising from Minutes**

**6.1** April 13, 2015 - Nil

## **7. Committee Reports**

### **7.1 Public Safety Committee**

- 7.1.1** *Moved by Councillor Doucette, seconded by Councillor Spencer to adopt the April 2015 Public Safety Report as presented by Councillor Doucette. Unanimously carried.*
- 7.1.2** *Moved by Councillor Doucette, seconded by Councillor MacLean to adopt the April 2015 Fire Report as presented by Councillor Doucette. Unanimously carried.*
- 7.1.3** *Moved by Councillor Doucette, seconded by Councillor Spencer THAT Town Council appoint Mr. David Elliott as the Emergency Measures Coordinator for the Town of Kensington effective May 11, 2015. Unanimously carried.*
- 7.1.4** *Moved by Councillor Doucette, seconded by Councillor Pickering to approve the April 2015 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

### **7.2 Community Services Committee**

- 7.2.1** *Moved by Councillor Spencer, seconded by Councillor MacLean to approve the April 2015 Community Services Committee report as presented by Councillor Spencer. Unanimously carried.*
- 7.2.2** *Moved by Councillor Spencer, seconded by Councillor Mill to approve the April 2015 Building Permit Summary Report as presented by Councillor Spencer. Unanimously carried.*
- 7.2.3** *Moved by Councillor Spencer, seconded by Councillor Pickering to approve a subdivision of PID No. 1020510, being lands of Andrew R. Morrison and Stuart J. Morrison located along Barrett Street, into 2 separate parcels, being lots 6W and 6E, as per drawing no. 151-02449-S01, drawn by WSP. Unanimously carried.*

### **7.3 Wellness and Culture Committee**

- 7.3.1** *Moved by Councillor Pickering, seconded by Councillor Doucette to approve the April 2015 Wellness and Culture Committee report as presented by Councillor Pickering. Unanimously carried.*
- 7.3.2** *Moved by Councillor Pickering, seconded by Councillor Spencer THAT Town Council award the Annual Harvest Festival Outdoor Beach Volleyball Tournament to the Kensington Fire Association as per their proposal dated April 20, 2015. Unanimously carried.*

- 7.3.3 *Moved by Councillor Pickering, seconded by Councillor Mill THAT Town Council permit the Kensington Fire Association to construct three outdoor volleyball courts on the Water Tower Property located in the Kensington Industrial Park subject to an amendment being made to the Kensington Development Control Bylaw to allow Public & Private Parks as a permitted use in all zones. Town Council understands that they will be responsible for all future maintenance associated with the volleyball courts. Unanimously carried.*
- 7.3.4 *Moved by Councillor Pickering, seconded by Councillor Doucette THAT Town Council adopt the recommendation of the Wellness and Culture Committee to set the 2015/2016 Ice Rental rates at the Community Gardens Complex as follows: Primetime - \$155.00/hour, Non-Primetime - \$135.00 per hour, Birthday and Weekday - \$100.00 per hour, and Minor Hockey/Figure Skating - \$150.00 per hour. Unanimously carried.*
- 7.3.5 *Moved by Councillor Pickering, seconded by Councillor MacLean THAT Town Council award a contract for the supply and installation of a pool liner at the EVK Swimming Pool to Island Hot Tubs and Pools Inc. as per their quote dated April 10, 2015 in the amount of \$10,807.20 including HST. Unanimously carried.*

#### **7.4 Finance and Administration Committee Report**

- 7.4.1 *Moved by Deputy Mayor Mann, seconded by Councillor Doucette to adopt the Finance and Administration Committee report for the month of April 2015, as presented by Deputy Mayor Mann. Unanimously carried.*
- 7.4.2 *Moved by Deputy Mayor Mann, seconded by Councillor Pickering to approve the payment of bills in the amount of \$218,236.64 for the month of April 2015. Unanimously carried*
- 7.4.3 *Moved by Deputy Mayor Mann, seconded by Councillor MacLean THAT Mayor Rowan Caseley is hereby designated as a legal signing officer on all financial and legal instruments related to the Town of Kensington in the conduct of business with the Malpeque Bay Credit Union, Kensington, PE. Unanimously carried.*
- 7.4.4 *Moved by Deputy Mayor Mann, seconded by Councillor Spencer THAT Town Council approve an honourarium of \$500.00 per year for the volunteer position of Emergency Measures Coordinator and that the position be reasonably reimbursed for any expenditures related to carrying out the duties of the position. Such honourarium is to be paid according the volunteer firefighter honourarium schedule of payment. Unanimously carried.*

- 7.4.5** *Moved by Deputy Mayor Mann, seconded by Councillor MacLean to approve the April 2015 Summary Income Statement as presented by Deputy Mayor Mann. Unanimously carried.*

**7.5 Mayor's Report**

- 7.5.1** The Town of Kensington flag which was flown at Camp Nathan Smith – Afghanistan will be displayed within the Town Hall for the public to view.
- 7.5.2** Congratulations to Deputy Administrator, Wendy MacKinnon for receiving her 10 years of membership pin from CAMA.
- 7.5.3** CAO, Geoff Baker was instructed to develop a recognition structure for Council members and staff for their years of service.
- 7.5.4** *Moved by Deputy Mayor Mann, seconded by Councillor Pickering to approve the Mayors report for the month of April 2015 as presented by Mayor Caseley. Unanimously carried.*

**8. Council Representative Reports**

- 8.1** Deputy Mayor Mann reported on current events for the Chamber of Commerce including the Annual Golf Tournament, Meet Your Candidate Debate, and the Presidents Dinner.

**9. 2015 Paving Program**

- 9.1** *Moved by Councillor Spencer, seconded by Councillor Doucette THAT the contract for the 2015 Town of Kensington Paving Project, including pothole patching on all town owned streets (\$8,250.00), scratch coat and paving of a 200 metre section along Stewart Street (\$19,540.00), and removal and replacement of a portion of the fire hall apron (\$1,150.00) be awarded to Curran and Briggs as per their quote dated April 27, 2015 in the amount of \$28,940.00 plus HST. Unanimously carried.*

**10. Annexation of Lands of Joni Albert & Matthew Kenneth Gallant – 149 Kelvin Grove Road (PID NO. 465708-000)**

- 10.1** *Moved by Councillor Spencer, seconded by Councillor Mill That Town Council consider and adopt the following resolutions:*

*WHEREAS the Town of Kensington has received a request from Matt Gallant for the annexation of lands identified as PID # 465708-000 consisting of approximately 0.34 acres;*

*AND WHEREAS this land parcel is in close proximity to the Town of Kensington municipal boundary;*

*BE IT RESOLVED that the Town of Kensington, in accordance with Section 12 of the Municipalities Act, Province of Prince Edward Island, formally apply to the*



***Minister for annexation of lands as identified herein and as shown in the attached GIS documentation shown in the Province's Geolinc database.***

***Unanimously carried.***

**11. Correspondence**

- 11.1** An email from the Kensington and Area Chamber of Commerce requesting that the town register a team in their Annual Golf Tournament held at Andersons Creek Golf Course on Thursday May 28<sup>th</sup>.

***Moved by Deputy Mayor Mann, seconded by Councillor Mill to register a four person team in the Annual KACC Golf Tournament for \$450.00 plus HST. Unanimously carried.***

- 11.2** An email from Trans Canada Trail inviting Mayor Caseley to join the Trans Canada Trail Champion list and help promote and support the TCT.

- 11.3** A letter from the Federation of Prince Edward Island Municipalities with information on recent meetings and upcoming launch of a new website.

- 11.4** A letter from CAMA recognizing Deputy Administrator Wendy MacKinnon on her 10 years of municipal service.

- 11.5** A notice from FPEIM on the date change for the 2015 Annual Meeting to May 25, 2015.

- 11.6** KISH Newsletter

**12. Committee of the Whole (In Camera)**

- 12.1** ***Moved by Councillor MacLean, seconded by Councillor Pickering to commence into a Committee of the Whole meeting at 8:05 PM. Unanimously carried.***

- 12.2** ***Moved by Councillor MacLean, seconded by Councillor Spencer to come out of the Committee of the Whole meeting at 8:19 PM. Unanimously carried.***

**13. Other Matters**

- 13.1** The date of the Annual Spring Cleanup will be determined at a later date once the snow has cleared further.

- 13.2** Discussions were had on permitting the Kensington North Watershed Association to use office space in the town hall during the summer months. *Approved provided that the Town is recognized by the KNWSA as a Major Sponsor.*

**14. Adjournment**

*Moved by Councillor MacLean, seconded by Councillor Pickering to adjourn the meeting at 8:32 PM. Unanimously carried.*

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Wendy MacKinnon,  
Deputy Administrator

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Rowan Caseley,  
Mayor

**Town of Kensington  
Minutes of Public Meeting  
Monday, June 1, 2015  
6:00 PM**

**Presiding:** Mayor Rowan Caseley

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

**Staff Members Present:** Town Manager/Administrator, Geoff Baker; Deputy Administrator, Wendy MacKinnon and Administrative Assistant Kim Caseley.

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Mayor Caseley called the meeting to order at 6:00 PM and explained the purpose of the meeting.

**PURPOSE:**

The purpose of the meeting is to allow residents and other interested persons an opportunity to make representation concerning a proposed amendment to the Town of Kensington's Development Control Bylaw. The Town is proposing to amend Section 4.31 of the Bylaw (Permitted Uses in All Zones) to include "Public and private parks, linear parks and other recreational uses, including recreation administrative offices, accessory buildings and/or parking lots necessary for such uses."

Mayor Caseley opened the floor for any residents present at the meeting to make representation/comments on the proposed bylaw amendment.

**Councillor MacLean** inquired on the day to day management of the volleyball courts proposed by the KAFA. It was proposed that the facility would be jointly managed through a Memorandum of Understanding between the Town and KAFA; however the Town will be responsible for all maintenance associated with the facility.

***There being no further questions or comments on the proposed Development Control Bylaw amendment the meeting adjourned at 6:10 PM. Moved by Councillor Spencer, seconded by Councillor Mill.***

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Geoff Baker,  
Chief Administrative Officer

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Rowan Caseley,  
Mayor

**Town of Kensington  
Minutes of Special Council Meeting  
Monday, June 1, 2015  
6:12 PM**

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

**Staff Members Present:** Town Manager/Administrator, Geoff Baker; Deputy  
Administrator, Wendy MacKinnon, Administrative  
Assistant Kim Caseley.

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**1. Calling of Meeting to Order**

**1.1** Mayor Caseley called the meeting to order at 6:12PM.

**2. Town of Kensington Zoning and Subdivision Control (Development) Bylaw Amendment – Section 4.31 - First Reading**

**2.1** *WHEREAS the Kensington Town Council is desirous of amending Section 4.31 of the Town of Kensington Zoning and Subdivision Control (Development) Bylaw by adding subsection 4.31 (c) permitting public and private parks, linear parks and other recreational uses, including recreation administrative offices, accessory buildings and/or parking lots necessary for such uses as permitted uses in all zones.*

*BE IT RESOLVED THAT Development Control Bylaw Amendment # 15-01, a bylaw to amend the Town of Kensington Zoning and Subdivision Control (Development) Bylaw be hereby read a first time.*

*Moved by Deputy Mayor Mann, seconded by Councillor Spencer. Unanimously Carried*

**2.2** *WHEREAS the Kensington Town Council is desirous of amending Section 4.31 of the Town of Kensington Zoning and Subdivision Control (Development) Bylaw by adding subsection 4.31 (c) permitting public and private parks, linear parks and other recreational uses, including recreation administrative offices, accessory buildings and/or parking lots necessary for such uses as permitted uses in all zones.*

*AND WHEREAS Development Control Bylaw Amendment #15-01, a bylaw to*

*amend the Town of Kensington Zoning and Subdivision Control (Development) Bylaw was read a first time at this meeting;*

**BE IT RESOLVED THAT *Development Control Bylaw Amendment # 15-01, be hereby approved.***

*Moved by Deputy Mayor Mann, Seconded by Councillor Mill. Unanimously Carried.*

**3. Adjournment**

**3.1 *Motion by Councillor MacLean, seconded by Councillor Spencer to adjourn the meeting at 6:28PM. Unanimously carried***

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Geoff Baker,  
Chief Administrative Officer

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Rowan Caseley,  
Mayor

**TOWN OF KENSINGTON**  
**Public Safety Committee Report**  
**Tuesday, MAY 1**  
**6:30 PM**

**Committee Members Present:** Chair, Councillor David Doucette, Mayor Rowan Caseley

**Staff Members Present:** Chief Administrative Officer, Geoff Baker, Fire Chief Allan Sudsbury

**Visitors:** Andrew Griffin

**Regrets:** Councillors Jeff Spencer Coreen Pickering

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**1. Call of Meeting to Order and Welcome**

- 1.1 Chair Doucette called the meeting to order at 6:30 PM and welcomed committee members and staff.

**2. Declaration of Conflict of Interest**

- 2.1 No declarations of conflict of interest were made.

**3. Delegations/Presentations**

- 3.1 Nil

**4. Fire Services**

- 4.1 The monthly fire statistical report was not received by the committee in time for the meeting and an analysis of the report has not been completed. *A copy of the report was received subsequent to the meeting and is being circulated with this report.*
- 4.2 W.G. Hogan met with the Chief and some of the fireman to start a review of the Policy Development project.
- 4.3 Quotes were received to repair the apron in front of the bay doors at the fire hall. *A request for decision is being circulated with this report for Council's consideration and approval.*

**5. Emergency Measures**

- 5.1 Nil

## **6. Police Services**

- 6.1 The monthly police statistical report was reviewed by the committee. *The statistical report will be motioned for approval following the delivery of this report.*
- 6.2 One of the Town's police vehicles is out of service. The vehicle is still driveable at slow speeds however it has not started on several occasions and has broken down at times while being driven. Staff has put together several options for the Committee and Council's consideration to allow the department to move forward with repairing the vehicle or procuring new police car. *A copy of the memo from staff is being circulated with this report.*

## **7. Other Matters**

- 7.1 Nil

- 8. The meeting was adjourned at 7:24 PM.



## **Agenda**

**Public Safety Committee  
Regular Meeting – First Tuesday of the Month – 7:00 pm  
Council Chambers – Kensington Town Hall**

**Chair:** Councillor David Doucette  
**Vice Chair:** Councillor Jeff Spencer

**Committee Members:** Councillor Coreen Pickering  
Mayor Rowan Caseley

**Staff Members:** CAO, Geoff Baker  
Police Chief Lewis Sutherland  
Deputy Fire Chief Rodney Hickey

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*Please ensure all cell phones and other electronic devices are turned off or placed on non-audible mode during the meeting.*

**ITEM 1: CALL OF MEETING TO ORDER AND WELCOME**

**Presiding:** Councillor David Doucette

**ITEM 2: DECLARATION OF CONFLICT OF INTEREST**

**Action:** Members of the Committee 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.

**ITEM 3: DELEGATIONS/PRESENTATIONS**

**ITEM 4: FIRE SERVICES**

- 4.1 Monthly Fire Report - Statistics Report
- 4.2 Update on Fire Department Policy Review
- 4.3 Fire Hall Apron Repairs – An RFD will be presented at the meeting.
- 4.4 Other Matters

**ITEM 5: EMERGENCY MEASURES**



## **Agenda**

### **Town of Kensington – Public Safety Committee**

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- 5.1 Update on Town of Kensington Emergency Measures Plan (including the Emergency Measures Bylaw)
- 5.2 Other Matters

#### **ITEM 6: POLICE SERVICES**

- 6.1 Monthly Police Report – Statistical
- 6.2 Police Vehicle Requirements – A report will be provided at the meeting.
- 6.2 Other Matters

#### **ITEM 7: OTHER MATTERS**

#### **ITEM 8: ADJOURNMENT**

## MAY 2015

Kensington Fire Department responded to 12 calls in May. Average attendance to the calls was 16 firefighters. Our monthly training session had 19 firefighters in attendance. Here is the breakdown of calls:

1. May 7 – Brushfire - Freetown Road - 20 firefighters and 4 trucks
2. May 10 – Alarm/Apartment Smoke - Traveller's Rest – 18 firefighters and 1 truck.
3. May 13 – MVC - Rte 8 & Rte 109 – 20 firefighters and 2 trucks
4. May 14 – MFR – Seaview – 11 firefighters and 1 truck
5. May 14 – MVC – Margate – 15 firefighters and 1 truck
6. May 14 – Brushfire – Malpeque – 21 firefighters and 3 trucks
7. May 15 – MVC – Rte 1A North Bedeque – 16 firefighters and 2 trucks
8. May 17 – Car Fire – Kensington – 20 firefighters and 2 trucks
9. May 18 – Grass Fire – Traveller's Rest - 14 firefighters and 3 trucks
10. May 24 – Grass Fire – Traveller's Rest – 18 firefighters and 3 trucks
11. May 27 – MVC – Traveller's Rest – 13 firefighters and 2 trucks
12. May 27 – Alarm – Freetown – 11 firefighters and 2 trucks

## Town of Kensington - Request for Decision

<b>Topic:</b> Fire Hall Apron Repair	<b>Date:</b> June 2, 2015
<b>Proposal Summary:</b> <p>Quotes were requested to make repairs to the apron at the Fire Hall. There has been significant heaving where the apron meets the bay doors at the hall. It has been discussed that the long term solution would be to excavate the existing asphalt and to replace with concrete. Quotes were requested from Curran and Briggs and Sharpe Construction.</p> <p>The work would generally include the following:</p> <p>Area – 72’ x 10’ Excavation to approximately 24” Installation of 12” of gravel Installation of 4” of insulation Installation of 8” of concrete Concrete to be 32 Mpa strength and reinforced with 15 mil rebar on 12” centres Saw cutting stress joints</p> <p>As part of the 2015 pothole patching program Curran and Briggs provided a quote to repair the fire hall apron with asphalt. Their quote came in at \$1,150.00 plus HST. This has been discussed and it was decided not to pursue this course of action as it provides no long term solution.</p> <p>The quotes for the concrete repair came in as follows:</p> <p>Curran and Briggs -     \$23,450.00 plus HST Sharpe Construction -    \$15,605.27 plus HST</p>	
<b>Benefits:</b> <ul style="list-style-type: none"><li>• Will provide a long term solution for the fire hall apron heaving issue.</li><li>• Will extend the useful life of the Fire Hall Apron.</li><li>• Will provide a smoother surface when the fire trucks are pulling out of the fire hall.</li></ul>	
<b>Disadvantages:</b> <p>None noted.</p>	
<b>Policy Implications</b> <p>None noted.</p>	
<b>Options:</b> <ol style="list-style-type: none"><li>1. Award the contract to Sharpe Construction.</li><li>2. Award the contract to Curran and Briggs</li><li>3. Not award the contract to either of the proponents.</li></ol>	

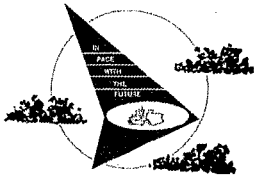
<b>Bids Received:</b>  Curran and Briggs -      \$23,450.00 plus HST Sharpe Construction -    \$15,605.27 plus HST	
<b>Costs:</b>  \$15,605.27 plus HST	<b>Source of Funding:</b>  2015 Fire Department Capital Budget
<b>Recommendation/Comments:</b>  That the Public Safety Committee recommend to Town Council the adoption of the following resolution to award the contract for the 2015 fire hall apron repair to Sharpe Construction:  <i><b>THAT the contract for the 2015 Fire Hall Apron Repairs be awarded to Sharpe Construction as per their quote dated May 29, 2015 in the amount of \$15,605.27 plus HST.</b></i>	







# PROPOSAL FORM



**Curran & Briggs  
LIMITED**

Box 1625, 40 ALLWEATHER HIGHWAY  
SUMMERSIDE, PEI, C1N 2V5  
TEL: (902) 436-2163 FAX: (902) 436-1528  
WWW.CURRANANDBRIGGS.COM

PROUD MEMBER OF



SUBMITTED TO <b>Town of Kensington</b>	PHONE	DATE <b>May 21, 2015</b>
STREET	FAX	JOB LOCATION <b>Kensington</b>
CITY, PROVINCE, POASTAL CODE	ATTENTION <b>Jeff Baker</b>	

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

We are pleased to provide the following prices for a concrete pad in front of fire hall.

Price to include

Area 72' by 12'

Excavate down 24" of existing asphalt and replace with 12" gravel, 4" of rigid insulation and 8" of Concrete.

Concrete to be a 32Mpa strength and reinforced with 15m rebar on 12" centers.

Sawcutting for stress joints

All asphalt patching up to new concrete

**Total 23,450.00 + HST**

SPECIAL NOTES / CONDITIONS

PAYMENT SHALL BE MADE AS FOLLOWS 30 DAYS FROM COMPLETION SPECIAL                     

ALL WORK SHALL BE COMPLETED IN A WORKMANLIKE MANNER AND IN ACCORDANCE WITH STANDARD INDUSTRIAL PRACTICE, ANY ALTERATION OR DEVIATION FROM THE ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS OVER THE CONTAINED ESTIMATE SHALL BE EXECUTED BY CURRAN & BRIGGS LIMITED, BUT ONLY UPON THE WRITTEN AND SIGNED AUTHORIZATION OF THE CUSTOMER AND SHALL BECOME AN EXTRA CHARGE OVER AND ABOVE THE CONTAINED ESTIMATE. THE CUSTOMER SHALL MAINTAIN FIRE AND ALL OTHER INSURANCE COVERAGE ON THE PROJECT. CURRAN & BRIGGS LIMITED ACCEPTS NO LIABILITY FOR DELAYS IN PROJECT COMPLETION AS A RESULT OF STRIKES, ACCIDENTS OR DELAYS BEYOND OUR CONTROL. CURRAN & BRIGGS LIMITED'S WORKERS ARE FULLY COVERED BY WORKERS' COMPENSATION INSURANCE.

AUTHORIZED SIGNATURE :

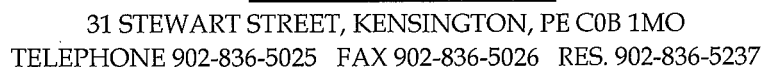
NOTE:  
THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED WITHIN 30 DAYS OF THE DATE OF THIS PROPOSAL

ACCEPTANCE OF PROPOSAL:

THE AFFORMENTIONED PRICE, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

SIGNATURE:

DATE OF ACCEPTANCE:



**Date:** 5/29/2015  
**Quotation of:** Various concrete repairs  
**for:** Town of Kensington  
**Prepared by:** Elwin Sharpe

[illegible]



[illegible]

[illegible]



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**TOWN OF KENSINGTON - MEMORANDUM**

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**TO:** MAYOR AND TOWN COUNCIL  
**FROM:** GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER AND  
PUBLIC SAFETY COMMITTEE  
**SUBJECT:** POLICE VEHICLE - 2015  
**DATE:** 05/06/2015

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Currently the Kensington Police Department carries two police vehicles; a 2010 Dodge Charger (7B4) with approximately 175,000 kilometres and a 2013 Ford Taurus. Recently problems have developed with 7B4 which have rendered it inappropriate for service use within the department. The vehicle has been analysed by Bruce Bell (Bell's Irving) and Summerside Chrysler Dodge. The problem has been narrowed down to a lifter in the engine on Cylinder #5. This has been confirmed by both parties. The vehicle is still driveable at slow speeds however it has not started on several occasions and has broken down at times while being driven.

Staff has put together several options for the Committee and Council's consideration to allow the department to move forward with repairing 7B4 or procuring a new police vehicle.

**Option #1 – Replacement with Used Engine**

At this point we have not been able to locate a used motor to fit 7B4. Mr. Bell researched and found a motor however it has since been sold. A used motor is estimated to be in the vicinity of \$3,000 to \$6,000 depending on mileage and known condition. Labour, miscellaneous parts etc. are estimated at \$2,500. Shipping of the motor (depending on the source location) is estimated between \$150 and \$500.

*Total Estimated Price - \$5,650 to \$9,000 plus HST.*

A used engine would typically come with a 30 day warranty.

**Option #2 – Replacement with New Engine**

A quote was requested from Summerside Chrysler to replace the engine with a new engine. The quote amount came in at \$8,712.31 broken down as follows:

Engine	\$7,007.00
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Pan	\$ 465.30
Installation	\$1,080.00
Materials/Misc.	\$ 125.00
Oil and Filter	\$ 35.00
<i>Total Estimate Price</i>	<i>\$8,712.30 plus HST</i>

A new engine would come with a 3 year, 160,000 km warranty.

### **Option #3 – Rebuilding Existing Motor**

A quote was requested from Bell's Irving to rebuild the existing motor. The total quote came in at \$10,500 plus HST broken down as follows:

Rebuild Motor	\$8,000.00
Labour	\$2,500.00

*Total estimated price \$10,500 plus HST.*

### **Option #4 – Vehicle Replacement**

- Dodge Charger All Wheel Drive
  - \$30,522.00 plus HST
  - 10 to 14 week delivery time
  - Can be purchased through Summerside Chrysler Dodge
- Ford Taurus All Wheel Drive
  - \$30,756.25 plus HST
  - 10 to 14 Week delivery time
  - Can be purchased through D. Alex Macdonald
- Dodge Ram 4 x 4
  - \$27,598.00 plus HST
  - 10 to 14 week delivery time
  - Can be purchased through Summerside Chrysler
  - No police package included
- Dodge Ram 4 x 4
  - \$34,177.00 plus HST
  - Available immediately
  - Can be purchased through Summerside Chrysler
  - No police package included
- Ford SUV Police Interceptor Four Wheel Drive

- \$36,356.25 plus HST
- 10 to 14 week delivery time
- Can be purchased through D. Alex Macdonald
- Police package included
  
- Dodge Durango Four Wheel Drive
  - \$32,616.00 plus HST
  - 10 to 14 week delivery time
  - Can be purchased through Summerside Chrysler
  - No police package included
  
- 2015 Dodge Durango 4 x 4
  - \$32,300.00 plus HST
  - Available immediately
  - Can be purchased through Dartmouth Dodge
  - Includes Police Package

\*\*\*Note\*\*\* If a truck option was considered, there would be an additional cost of approximately \$1800.00 for a fibreglass cap on the back over the truck bed.

All of the new vehicles quoted come with a 3 year, 60,000 km warranty and 5 year, 100,000 km warranty on drive train.

The cost to transfer the equipment from the current car to a new vehicle is estimated at approximately \$3,000 based on a verbal quote provided by Rocky Mountain Phoenix. The cost to 'mark' a new vehicle has not been determined at the time of writing this report.

7B4 was taken to Summerside Chrysler to determine if it has any trade-in value. They indicated that at best, the car would be worth approximately \$3,000 without engine problems. It is not anticipated that the car, in its current state would carry much in the way of trade-in or re-sale value.

It should be noted as well that the transmission in 7B4 has had some issues in the past and should be looked at for replacement if the wish is to move forward with the new engine replacement. The cost for a transmission replacement is \$6,020.72 plus tax which includes all materials, labour and a 3 year/160,000 km warranty.

At the Public Safety Committee meeting staff was requested to solicit a quote from D.Alex Macdonald on a 2015 Sedan Police Interceptor (Ford Taurus). A quote was requested and is attached to this memo. The total price came in at 37,041.00 plus applicable taxes. The delivery time on this vehicle is estimated at 10 to 12 weeks. Further the Public Safety Committee requested that staff obtain a quote on the cost of a rental vehicle to cover the interim delivery period (12 weeks). A quote was requested from Rent

a Wreck out of Summerside. The quote (attached) came in at \$4,400.72 (incl. taxes) for a full size car and \$5,255.72 (incl. taxes) for an SUV.

### **Recommendation**

The Committee is recommending that Town Council consider all of the aforementioned options with respect to the Police vehicle replacement and provide direction to staff accordingly.

From: <service@summersidechrysler.pe.ca>  
Subject: Summerside Chrysler Dodge  
Sent date: 05/08/2015 09:53:34 AM  
To: <policechief@townofkensington.com>

Good Morning Lewis

Here is a quote for an engine replacement that you requested yesterday. Please call if you have any questions.

Engine (68259163AA)	\$7007.00
Pan (04792870ab)	\$ 465.30
Installation	\$1080.00
Materials/Misc	\$ 125.00
Oil and filter	\$ 35.00
	<hr/>
total estimate	\$8712.30 + tax

*2 year warranty*  
*3 year 160,000 kms*

Thanks

Alan Ripley  
Summerside Chrysler Dodge



**Geoff Baker**

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**From:** service@summersidechrysler.pe.ca  
**Sent:** Friday, June 05, 2015 11:10 AM  
**To:** townmanager@townofkensington.com  
**Subject:** Transmission Quote

Good Morning Geoff

Here is the quote for the transmission replacement that you requested. Please call me if you have any questions.

Transmission Assembly (R8003110AD)	\$3400
Torque Convertor (R8004096AB)	\$717.20
Fluid	\$71.76
Labor	\$369.00
Shop Supplies	\$25.00
	-----
Total	\$6020.71 + tax

Thanks

*3 year / 160,000 warranty*

Alan  
Summerside Chrysler



## Selected Options

Code	Description	MSRP
<b>Base Vehicle</b>		
P2M	Base Vehicle Price (P2M)	32,000.00
<b>Packages</b>		
500A	Preferred Equipment Package 500A	N/C
	Includes: - Tires: P245/55R18 V-Rated AS BSW - Wheels: 18" x 8" Heavy-Duty Steel w/Hub Cover - 5-spoke painted black. Includes chrome centre cap. - Radio: AM/FM/CD/MP3 Capable w/4 Speakers Includes clock and 4.2" colour LCD screen centre stack display.	
<b>Powertrain</b>		
99T	Engine: 3.5L V6 EcoBoost	3,187.00
	238kph (148mph) top speed. Includes: - Engine Block Heater - 3.16 Rear Axle Ratio	
44C	Transmission: 6-Speed Automatic w/EcoBoost	N/C
<b>Wheels &amp; Tires</b>		
STDTR	Tires: P245/55R18 V-Rated AS BSW	N/A
STDWL	Wheels: 18" x 8" Heavy-Duty Steel w/Hub Cover	N/A
	5-spoke painted black. Includes chrome centre cap.	
<b>Seats &amp; Seat Trim</b>		
C	Heavy-Duty Cloth Front Bucket Seats/Cloth Rear	80.00
	Includes 6-way power driver (fore/aft, up/down, tilt and lumbar support) with manual recline, passenger 2-way manual (fore/aft) and built-in steel intrusion plates in both front seatbacks.	
<b>Other Options</b>		
PAINT	Monotone Paint Application	N/A
STDRD	Radio: AM/FM/CD/MP3 Capable w/4 Speakers	N/A
	Includes clock and 4.2" colour LCD screen centre stack display.	
41H	Engine Block Heater	0.00
13P	Front Headlamp/Police Interceptor Housing Only	124.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



D. Alex MacDonald, Ltd.  
25 Water Street, Summerside, Prince  
Edward, C1N1A3  
Office: 902-436-2138

**2015 Sedan Police Interceptor**  
AWD Base(P2M)

## Selected Options (cont'd)

Code	Description	MSRP
<i>Includes pre-drilled hole for side marker police use, does not include LED installed lights (eliminates need to drill housing assemblies) and pre-moulded side warning LED holes with standard twist lock sealed capability (does not include LED installed lights).</i>		
<b>Interior Colors</b>		
CW	Charcoal Black	N/C
<b>Primary Colors</b>		
YZ	Oxford White	N/C
SUBTOTAL		\$35,391.00
Destination Charge		\$1,650.00
TOTAL		\$37,041.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



D. Alex MacDonald, Ltd.  
25 Water Street, Summerside, Prince Edward, C1N1A3  
Office: 902-436-2138

**2015 Sedan Police Interceptor**  
AWD Base(P2M)

### Major Equipment

(Based on selected options, shown at right)

EcoBoost 3.5L V-6 DOHC w/direct gasoline  
injection 365hp

6 speed automatic w/OD

- \* 4-wheel ABS
- \* Traction control
- \* Advance Trac w/Roll Stability Control
- \* Tinted glass
- \* Daytime running
- \* Dual power remote mirrors
- \* 18 x 8 steel wheels
- \* Driver and front passenger seat mounted side airbags
- \* Rear window defroster
- \* Message Center
- \* Reclining front bucket seats
- \* Audio control on steering wheel

Exterior:Oxford White

Interior:Charcoal Black

- \* Brake assistance
- \* P 245/55R18 BSW AS V-rated tires
- \* Air conditioning
- \* AM/FM stereo with seek-scan, single in-dash CD player, MP3 decoder
- \* Rear child safety locks
- \* Variable intermittent wipers
- \* Dual front airbags
- \* Airbag occupancy sensor
- \* Tachometer
- \* Underseat ducts
- \* 60-40 folding rear bench

### Fuel Economy

**City**  
14.9 L/100km

**Hwy**  
10.4 L/100km

### Selected Options

MSRP

STANDARD VEHICLE PRICE	\$32,000.00
Preferred Equipment Package 500A	N/C
Tires: P245/55R18 V-Rated AS BSW	N/A
Wheels: 18" x 8" Heavy-Duty Steel w/Hub Cover	N/A
Monotone Paint Application	N/A
Radio: AM/FM/CD/MP3 Capable w/4 Speakers	N/A
Paint Table : Primary	\$0.00
Engine: 3.5L V6 EcoBoost	\$3,187.00
Transmission: 6-Speed Automatic w/EcoBoost	N/C
Engine Block Heater	\$0.00
3.16 Rear Axle Ratio	N/A
Front Headlamp/Police Interceptor Housing Only	\$124.00
Oxford White	N/C
Heavy-Duty Cloth Front Bucket Seats/Cloth Rear	\$80.00
Charcoal Black	N/C

### Upfit Options

SUBTOTAL	\$35,391.00
Destination Charge	\$1,650.00
<b>TOTAL</b>	<b>\$37,041.00</b>

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared By: Nick Heer Date: 06/05/2015 | Price Level: 520

**Geoff Baker**

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**From:** SUMMERSIDE@RENT-A-WRECK.CA <mailer@tsdnotify.com>  
**Sent:** Friday, June 05, 2015 12:55 PM  
**To:** townmanager@townofkensington.com  
**Subject:** RENT A WRECK OF CANADA - Quote No.: 047028C

## **RENT A WRECK OF CANADA Reservation Quotation**

**Quote No.** 047028C

**Quote Date** 06/05/2015

This Reservation quote is valid until **06/05/2015** (subject to availability).

### **LESSOR**

SUMMERSIDE RENT A WRECK OF CANADA  
610 SOUTH DRIVE  
SUMMERSIDE, PE C1N3Z7  
902-436-4757(W)

### **RENTER**

BAKER, JEFF, PE  
CAN  
902-836-3781(H)

### **Company**

---

### **RENTAL**

Pick-up (date & time): 06/05/2015 12:21 PM  
Drop off (date & time): 08/28/2015 12:21 PM  
Total Days: 84

### **VEHICLE**

Unit Class: FCAR FULL SIZE CAR  
Estimated Kms: 0

Description	Amount
3 Month(s) @1050.00	3150.00
0 Charged Km(s) @0.00	0.00
1 GLASS & TIRE @75.00/Month x3	225.00
1 LICENCE RECOVERY FEE @1.40 x84 Day(s)	117.60
1 PERSONAL EFFECTS COVERAGE @4.99 x84 Day(s)	419.16
H.S.T (14.00%)	488.96
<b>Total Charges</b>	<b>4400.72</b>

Hi Jeff,

The attached quote is for 12 weeks in one of our full size cars. As discussed, I'll follow up shortly with a quote for an SUV for the same duration.

Best regards,  
Dave Campbell

**Geoff Baker**

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**From:** SUMMERSIDE@RENT-A-WRECK.CA <mailer@tsdnotify.com>  
**Sent:** Friday, June 05, 2015 1:08 PM  
**To:** townmanager@townofkensington.com  
**Subject:** RENT A WRECK OF CANADA - Quote No.: 047030C

## **RENT A WRECK OF CANADA Reservation Quotation**

**Quote No.** 047030C

**Quote Date** 06/05/2015

This Reservation quote is valid until **06/05/2015** (subject to availability).

### **LESSOR**

SUMMERSIDE RENT A WRECK OF CANADA  
610 SOUTH DRIVE  
SUMMERSIDE, PE C1N3Z7  
902-436-4757(W)

### **RENTER**

BAKER, JEFF, PE  
CAN  
902-836-3781(H)

### **Company**

---

### **RENTAL**

Pick-up (date & time): 06/05/2015 12:57 PM  
Drop off (date & time): 08/28/2015 12:57 PM  
Total Days: 84

### **VEHICLE**

Unit Class: SUV SPORT UTILITY  
Estimated Kms: 0

Description	Amount
3 Month(s) @1300.00	3900.00
0 Charged Km(s) @0.00	0.00
1 GLASS & TIRE @75.00/Month x3	225.00
1 LICENCE RECOVERY FEE @1.40 x84 Day(s)	117.60
1 PERSONAL EFFECTS COVERAGE @4.99 x84 Day(s)	419.16
H.S.T (14.00%)	593.96
<b>Total Charges</b>	<b>5255.72</b>

Hi Jeff,

This is the quote for 12 weeks in one of our SUVs'. Feel free to give us a call when you know what you would like to do.

Best regards,  
Dave Campbell

**TOWN OF KENSINGTON**  
**Community Services Committee Report**  
**Wednesday, May 20, 2015**  
**6:00 PM**

**Committee Members Present:** Chair, Councillor Jeff Spencer; Councillor Mack MacLean; Councillor Marvin Mill; Mayor Rowan Caseley

**Staff Members Present:** Chief Administrative Officer, Geoff Baker

**Visitors:** Nil

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**1. Call of Meeting to Order and Welcome**

- 1.1 Councillor Spencer called the meeting to order at 6:05 PM and welcomed committee members and staff.

**2. Declaration of Conflict of Interest**

- 2.1 No declarations of conflict of interest were made.

**3. Delegations/Presentations**

- 3.1 Nil

**4. Property Matters**

- 4.1 There were no building permit applications requiring Council's approval. It was noted that an accessory building was being constructed along School Street without a permit. Staff will look into the issue and ensure a building permit is secured for the project. A copy of the building permit summary report is being circulated with this report and will be motioned for approval.
- 4.2 There were no re-zoning applications this month.
- 4.3 At our March meeting it was decided that the first step in Civic addressing updating would be to create a policy to ensure safety and consistency. Discussions are ongoing with the Provincial Government on this.
- 4.4 Complaints were received on an unsightly property at 6 Russell Street. Staff are looking into the issue and will deal with it under the Unsightly Premises Bylaw.

**5. Public Works**

- 5.1 The Public Works department are in the process of getting around town with the street sweeper. The committee heard suggestion for an “Adopt a Fire Hydrant” program and will look into this before fall. Street line painting was discussed and it is hoped that this work can be completed in a timely manner. Staff have been in contact with a line painting contractor Paving and pothole repair is currently underway.
- 5.2 The Town Hall basement fan is currently being repaired and a new pool liner has been ordered.
- 5.3 The spring Town Clean-up is scheduled for May 30.

## **6. Infrastructure**

- 6.1 We have had another unauthorized discharge into our sewer system from the Technology Crops International Facility. The CAO and staff continue to deal with the discharge.
- 6.2 Staff are working with WSP Engineering to compile the required information to facilitate the completion of the Water and Sewer Rate Study.
- 6.3 The committee discussed the need for a policy to deal with vehicle damage from potholes. It was discussed that this has become an issue in some other municipalities.

## **7 The meeting was adjourned at 8:00 PM.**





## **Agenda**

**Community Services  
Regular Meeting – Wednesday May 20– 6:00 pm  
Council Chambers – Kensington Town Hall**

**Chair:** Councillor Jeff Spencer  
**Vice Chair:** Councillor Mack MacLean  
  
**Committee Members:** Councillor Marvin Mill  
Mayor Rowan Caseley  
  
**Staff Members:** CAO, Geoff Baker

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*Please ensure all cell phones and other electronic devices are turned off or placed on non-audible mode during the meeting.*

**ITEM 1: CALL OF MEETING TO ORDER AND WELCOME**

Presiding: Councillor Jeff Spencer

**ITEM 2: DECLARATION OF CONFLICT OF INTEREST**

Action: Members of the Committee 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.

**ITEM 3: DELEGATIONS/PRESENTATIONS**

**ITEM 4: PROPERTY MATTERS**

- 4.1 Building Permit Summary
- 4.2 Building Permits Requiring Approval
- 4.3 Civic Numbering
- 4.4 Unsightly Property
- 4.5 Other Matters

**Agenda**  
**Town of Kensington – Community Services Committee**

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**ITEM 5: PUBLIC WORKS**

- 5.1 Monthly Report
- 5.2 Building Maintenance
- 5.3 Town Clean-up
- 5.4 Other Matters

**ITEM 6: INFRASTRUCTURE**

- 6.1 Water and Sewer
- 6.2 Water and Sewer rate study
- 6.3 Other Matters

**ITEM 7: OTHER MATTERS**

**ITEM 8: ADJOURNMENT**

BUILDING PERMITS SUMMARY  
June 2015

PERMIT NUMBER	DATE PERMIT ISSUED	PROPERTY NUMBER	APPLICANT’S NAME AND ADDRESS	TELEPHONE NUMBER	PERMIT STATUS	N E W	R E N	O T H	TYPE	ESTIMATED COST	ESTIMATED START AND COMPLETION DATE
06-15	May 27, 2015	1023076	Wade & Krista Silliker 6A Barrett Street, Kensington	902-303-3924	Approved		X		D	\$1,500	Start: May 2015 Finish: June 2015
						10x14 Baby Barn					
07-15	May 28, 2015	79798	Trevor Beairsto 29 School Street, Kensington	902-836-4345	Approved		X		R	\$7,000	Start: May 2015 Finish: July 2015
					DESCRIPTION:	16x20 Shed					
	N/A	78907	Roberts Holdings Inc (Tim Hortons/Club) 73 Victoria Street	902-439-6480	Pending Approval			X	I-C	\$50,000	Start: June 2015 Finish: June 2015
					DESCRIPTION:	Re-route drive-thru from Tim Hortons from Woodleigh Drive					
										\$	Start: Finish :
					DESCRIPTION:						
										\$	Start: Finish :
					DESCRIPTION:						

TYPE OF CONSTRUCTION

- R

Residential Single
- D

Residential Duplex
- M

Residential Multi-Family
- A

Agricultural
- I-C

Industrial (commercial)
- INST

Institutional
- ED

Educational
- O

Other

**TOWN OF KENSINGTON  
APPLICATION FOR BUILDING PERMIT**

1. Name and Address of Applicant Wade + Krista Silliker  
6A Barrett Street Telephone (902) 303-3924

2. Property Address 6A Barrett St Property Number \_\_\_\_\_

3. Property Status:  
Land purchased from Julie MacCaul Year Purchased 2014  
If lot is located in an approved sub-division, please give  
Name of Sub-Division: \_\_\_\_\_ Lot No. \_\_\_\_\_

4. Proposed Use:  
Building or addition to be used for: Single Family Dwelling \_\_\_\_\_ Duplex \_\_\_\_\_ Store \_\_\_\_\_  
Private Garage \_\_\_\_\_ Commercial Garage \_\_\_\_\_ Private Storage Building ☒ \_\_\_\_\_  
Other (describe) \_\_\_\_\_

5. Location of property to be developed:  
Located on North \_\_\_\_\_ South ☒ East \_\_\_\_\_ West \_\_\_\_\_ side of Barrett Street  
Between the property of Dave Mallett and the property of Paul, Glen + Sharon Letman

6. Size of Property:  
Road frontage 47.5' Property depth 166' Area \_\_\_\_\_ sq. ft. (1/2 duplex)

7. Description of project and details of structure:  
Works proposed consists of: New Construction ☒ Addition to existing \_\_\_\_\_  
Repairing \_\_\_\_\_ Remodelling \_\_\_\_\_

Describe Project: 10 x 14 Baby Barn

Ground floor: Length 10 Feet. Width 14 Feet.

Number of Stories 1 Number of Bedrooms 0

Type of Foundation	External Wall Finish	Roof Material	Chimney
Poured Concrete _____	Siding <u>Vinyl</u>	Asphalt <input checked="" type="checkbox"/>	Brick _____
Concrete block _____	Wood shingles _____	Steel _____	Prefab _____
Pier _____	Steel _____	Other _____	Other <u>NO</u>
Other <u>None</u>	Other _____		

8. Water Supply: N/A Private \_\_\_\_\_ Municipal \_\_\_\_\_

9. Sewerage System: N/A Private \_\_\_\_\_ Municipal \_\_\_\_\_

10. Estimated cost of Project: \$1,500.00

11. Name and Address of Contractor or Chief Contractor Spring Valley Building Supplies

12. Dates of expected start and finish of project: May 30 - June 6, 2015

13. Moving a building (Describe) NO

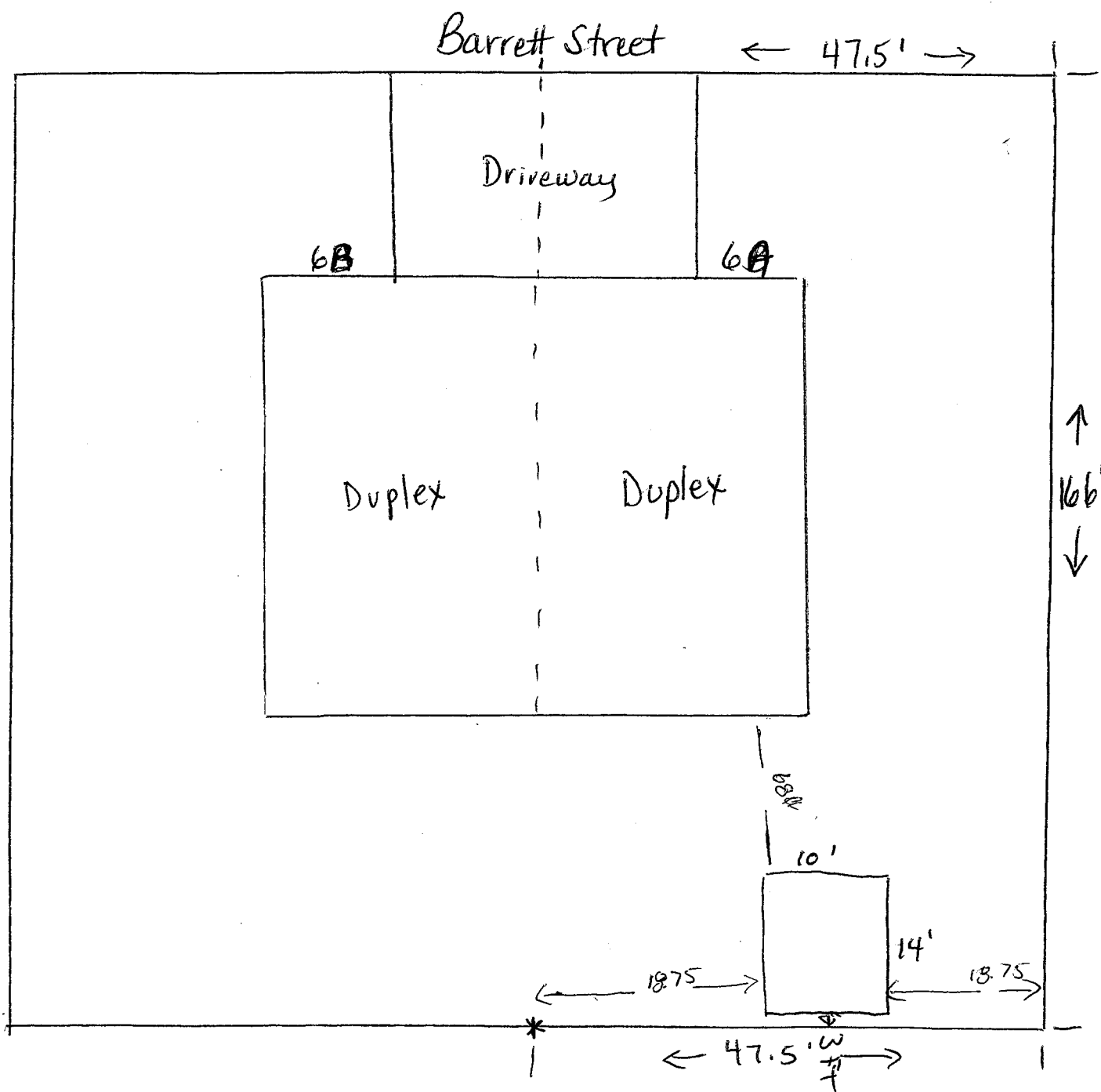
14. Demolishing a building (Describe) NO

15. Please provide a diagram of proposed construction

**06-15**

RECEIVED KL  
MAY 27 2015

- ✓a) Draw boundaries of your lot.
- b) Show existing and proposed buildings.
- c) Indicate the distance between buildings.
- ✓d) Show location of driveway.
- e) Indicate distance to property lines and center of road.



Signature of Applicant

Date:

Signature of Applicant Krista L. Lilliker  
Date: May 25, 2015

Please note this Permit is for twelve-months only. If work is not started by that time please reapply.

25-50

**TOWN OF KENSINGTON  
APPLICATION FOR BUILDING PERMIT**

1. Name and Address of Applicant Trevor Beards  
29 School St Kensington Telephone 902-836-4345

2. Property Address 29 School St Property Number 79798

3. Property Status:  
Land purchased from \_\_\_\_\_ Year Purchased \_\_\_\_\_  
If lot is located in an approved sub-division, please give  
Name of Sub-Division: \_\_\_\_\_ Lot No. \_\_\_\_\_

4. Proposed Use:  
Building or addition to be used for: Single Family Dwelling \_\_\_\_\_ Duplex \_\_\_\_\_ Store \_\_\_\_\_  
Private Garage \_\_\_\_\_ Commercial Garage \_\_\_\_\_ Private Storage Building ☒  
Other (describe) \_\_\_\_\_

5. Location of property to be developed:  
Located on North ☒ South \_\_\_\_\_ East \_\_\_\_\_ West \_\_\_\_\_ side of \_\_\_\_\_ Street  
Between the property of \_\_\_\_\_ and the property of Kensington

6. Size of Property:  
Road frontage \_\_\_\_\_ Property depth \_\_\_\_\_ Area \_\_\_\_\_ sq. ft.

7. Description of project and details of structure:  
Works proposed consists of: New Construction ☒ Addition to existing \_\_\_\_\_  
Repairing \_\_\_\_\_ Remodelling \_\_\_\_\_

Describe Project: shed - 16x20

Remove old shed

Ground floor: Length 20 Feet. Width 16 Feet.

Number of Stories 1 Number of Bedrooms 2

Type of Foundation	External Wall Finish	Roof Material	Chimney
Poured Concrete _____	Siding _____	Asphalt _____	Brick _____
Concrete block _____	Wood shingles _____	Steel <input checked="" type="checkbox"/> _____	Prefab _____
Pier _____	Steel _____	Other _____	Other _____
Other _____	Other <u>Pine</u> _____		

8. Water Supply: Private \_\_\_\_\_ Municipal \_\_\_\_\_

9. Sewerage System: Private \_\_\_\_\_ Municipal \_\_\_\_\_

10. Estimated cost of Project: \$7000.00

11. Name and Address of Contractor or Chief Contractor  
SELF

12. Dates of expected start and finish of project: May 16 1995  
end of June

13. Moving a building (Describe) \_\_\_\_\_

14. Demolishing a building (Describe) \_\_\_\_\_

15. Please provide a diagram of proposed construction

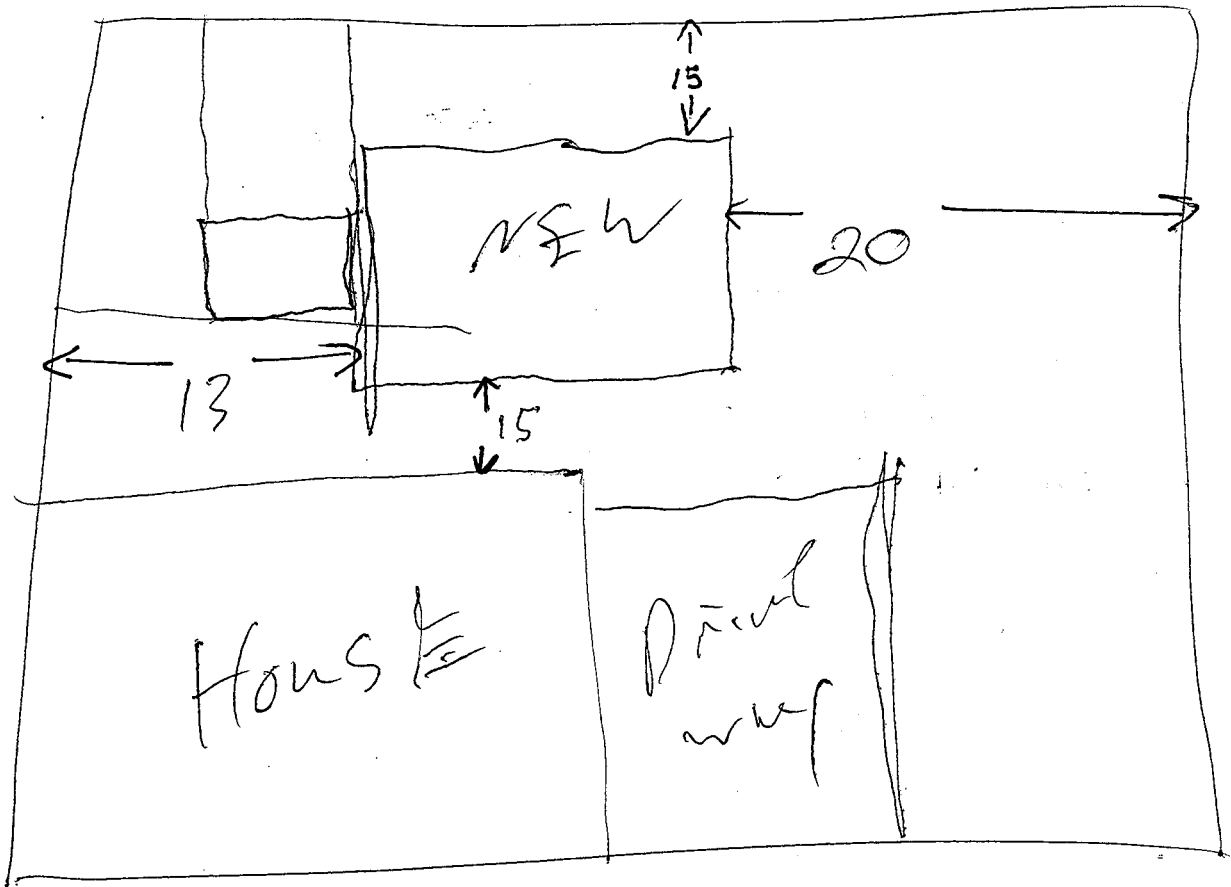
**07-15**

RECEIVED

MAY 28 2015

RL

- a) Draw boundaries of your lot.
- b) Show existing and proposed buildings.
- c) Indicate the distance between buildings.
- d) Show location of driveway.
- e) Indicate distance to property lines and center of road.



Signature of Applicant

*[Handwritten Signature]*

Date: 28/05/15

Please note this Permit is for twelve-months only. If work is not started by that time please reapply.

21-50

**TOWN OF KENSINGTON  
APPLICATION FOR BUILDING PERMIT**

1. Name and Address of Applicant Roberts Holdings Inc.  
Telephone 902 439-6480
2. Property Address 73 Victoria St Property Number 78907 Kensington Club
3. Property Status:  
Land purchased from Melpeque Bay Credit Union Year Purchased 2014  
If lot is located in an approved sub-division, please give  
Name of Sub-Division: \_\_\_\_\_ Lot No. \_\_\_\_\_
4. Proposed Use:  
Building or addition to be used for: Single Family Dwelling \_\_\_\_\_ Duplex \_\_\_\_\_ Store \_\_\_\_\_  
Private Garage \_\_\_\_\_ Commercial Garage \_\_\_\_\_ Private Storage Building \_\_\_\_\_  
Other (describe) drive through for Tim Hortons
5. Location of property to be developed: Corner of Victoria + Woodleigh, close to Kensington Club building.  
Located on North \_\_\_\_\_ South \_\_\_\_\_ East \_\_\_\_\_ West \_\_\_\_\_ side of \_\_\_\_\_ Street  
Between the property of Kensington Club and the property of PetroCanada Station
6. Size of Property: Proposed Drive thru area is  
Road frontage \_\_\_\_\_ Property depth \_\_\_\_\_ Area 2648 sq. ft.
7. Description of project and details of structure:  
Works proposed consists of: New Construction \_\_\_\_\_ Addition to existing \_\_\_\_\_  
Repairing \_\_\_\_\_ Remodelling ☒  
Describe Project: We propose to redirect the Tim Hortons Drive Through so the entrance is on Woodleigh drive instead of Victoria Street. See KC-3 in attached sketch.
- Ground floor: Length N/A Feet. Width \_\_\_\_\_ Feet.  
Number of Stories \_\_\_\_\_ Number of Bedrooms \_\_\_\_\_
- |                       |                      |               |              |
|-----------------------|----------------------|---------------|--------------|
| Type of Foundation    | External Wall Finish | Roof Material | Chimney      |
| Poured Concrete _____ | Siding _____         | Asphalt _____ | Brick _____  |
| Concrete block _____  | Wood shingles _____  | Steel _____   | Prefab _____ |
| Pier _____            | Steel _____          | Other _____   | Other _____  |
| Other _____           | Other _____          |               |              |
8. Water Supply: Private N/A Municipal \_\_\_\_\_
9. Sewerage System: Private N/A Municipal \_\_\_\_\_
- (10) Estimated cost of Project: \$40,000.00 - \$50,000.00
- (11) Name and Address of Contractor or Chief Contractor Seymour Des Roches Construction, Kinkora.
12. Dates of expected start and finish of project: June 22, 2015 - June 29, 2015
13. Moving a building (Describe) N/A
14. Demolishing a building (Describe) N/A
15. Please provide a diagram of proposed construction

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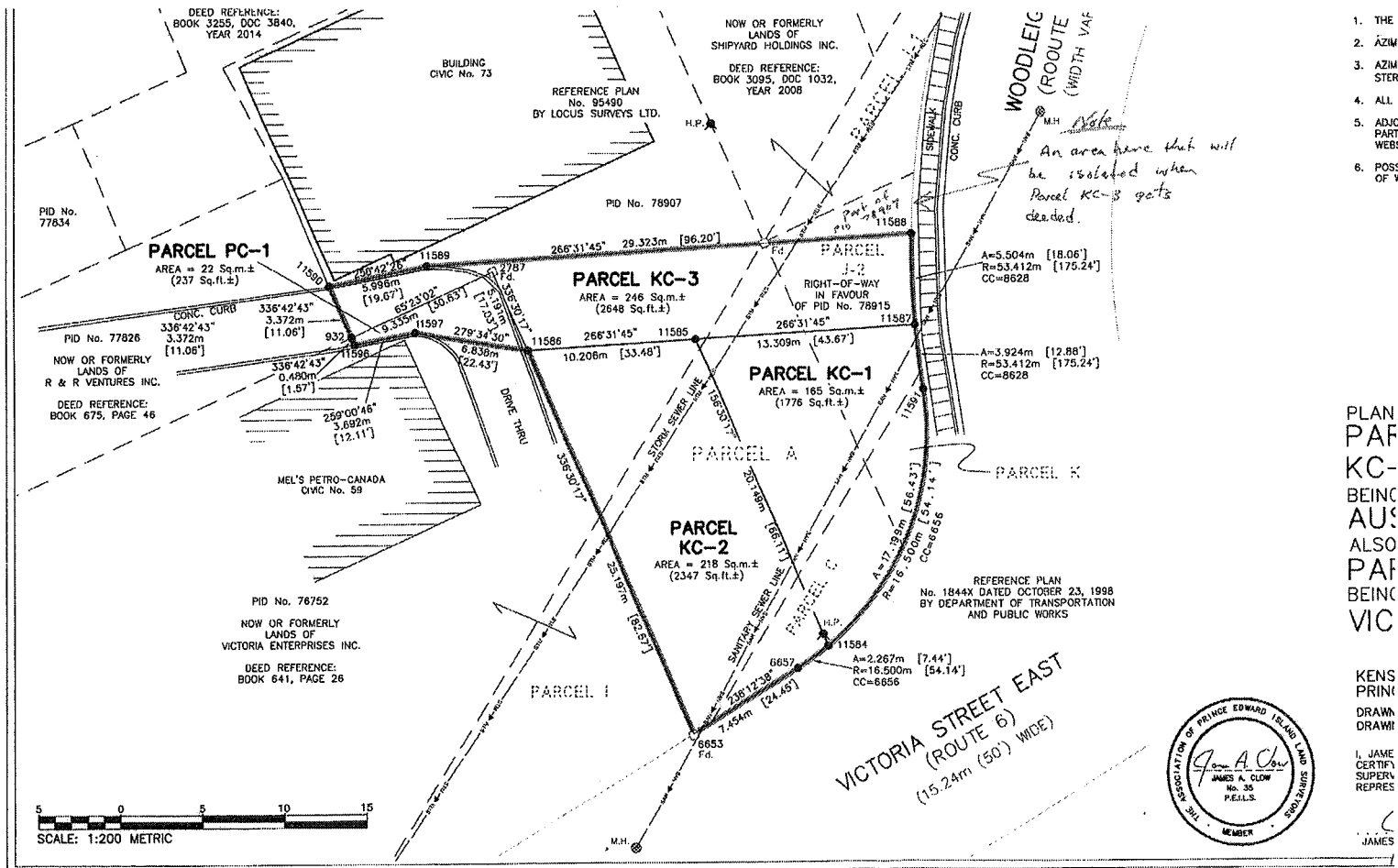


- a) Draw boundaries of your lot.
- b) Show existing and proposed buildings.
- c) Indicate the distance between buildings.
- d) Show location of driveway.
- e) Indicate distance to property lines and center of road.

Signature of Applicant Samana Roberts

Date: June 01, 2015

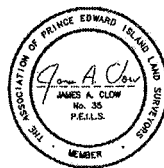
Please note this Permit is for twelve-months only. If work is not started by that time please reapply.



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**TOWN OF KENSINGTON**  
**Wellness and Culture Committee**  
**May 25<sup>th</sup>, 2015 6:30 PM**

**Council Members Present: Chair, Councillor Coreen Pickering, Councillor Marvin Mill,  
Councillor David Doucette, Mayor Rowan Caseley**

**Staff Members Present: Chief Administrative Officer, Geoff Baker, Community Gardens  
Complex Manager, Robert Wood**

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**1. Call of Meeting to Order and Welcome**

1.1 Councillor Pickering called the meeting to order at 6:30 PM and welcomed committee members and staff.

**2. Declaration of Conflict of Interest**

2.1 No declarations of conflict of interest were made.

**3. Delegations/Presentations**

3.1 No Delegations or Presentations

**4. Community Gardens Complex**

4.1 Status of Kool Kash 50/50 – Mr. Wood announced that they have resigned from taking part with the Kool Kash group and have decided to go solo with Kensington Kash. Since making this change the response has been positive.

4.2 Status of Long Term Sponsorship Agreement – ongoing. The CAO has had an initial discussion with the successful proponent and the agreement will progress as schedules permit. It is anticipated that a subsequent meeting will be scheduled over the next month.

4.3 Other Matters – Nil

## **5. EVK Swimming Pool**

- 5.1 Other – The new pool liner has been ordered and should arrive within the next two to three weeks. Installation time is 1 to 2 days.

## **6. Parks**

- 6.1 Other – Public Works staff are busy trying to repair and maintain park furnishings, garbage containers, park benches, picnic tables, etc. It is anticipated that all equipment will be placed over the next couple of weeks.

## **7. Events/Celebrations**

- 7.1 Update Kensington Harvest Festival – planning is going well, music is booked and all agenda items are being looked after. The theme for the 2015 Festival is “Fun in the Sun”.
- 7.2 Update Beach Volleyball – planning is in the works. A public meeting to amend the Development Control Bylaw to allow the construction of the courts is scheduled for June 1<sup>st</sup>.
- 7.3 Update Dream Team Cancer Society – During the Harvest Festival celebration a mock jail will be set up with all proceeds going to the Cancer Society.
- 7.4 Update for Canada Day – A completed agenda will be provided shortly.
- 7.5 Other – NIL

## **8. Other Matters – Nil**

## **9. Adjournment – The meeting was adjourned at 715 PM.**

**TOWN OF KENSINGTON**  
**Finance and Administration Committee Report**  
**Wednesday, June 03, 2015**  
**6:00 PM**

**Committee Members Present:** Chair, Deputy Mayor Rodney Mann, Councillor Mack MacLean, Mayor Rowan Caseley

**Staff Members Present:** Chief Administrative Officer, Geoff Baker, Deputy Administrator Wendy MacKinnon

**Regrets:** Councillor Jeff Spencer

**Visitors:** Nil

**1. Call of Meeting to Order and Welcome**

- 1.1 Deputy Mayor Mann called the meeting to order at 6:00 PM and welcomed committee members and staff.

**2. Declaration of Conflict of Interest**

- 2.1 No declarations of conflict of interest were made.

**3. Delegations/Presentations**

- 3.1 Nil

**4. Financial Statement Review**

- 4.1 Income Statement - The summary of our financial position is below and reflects our financial position for the month and year to date as shown in the summarized financial statements to be received following the acceptance of this report.

Category	Month		YTD	
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)
<b>Town</b>	40,000.22	1,528.67	7,502.37	-64,009.65
<b>CGC</b>	3,231.85	4,110.25	-20,019.01	-14,964.75
<b>Fire</b>	5,577.10	1,1138	7,106.97	7,432.00
<b>Consolidated</b>	48,809.17	6,776.92	-5,409.67	-71,542.40

The statements were reviewed by Finance and Administration Committee and staff. Detailed discussion took place on the current financial position and specific department expenditures. Our Town statements are showing a surplus based on budget due to the miscellaneous invoice for the billing for the sewer issues. There are also no property taxes for this quarter due to the provincial grant. Department expenses as a whole were down in May and/or were on par which is great to see.

Community Gardens Complex is showing a small surplus in April due to timing differences on our monthly budget which will reflect in the YTD

The fire department revenue is showing a small surplus year to date. There were no issues noted.

4.2 The balance sheet was reviewed with no issues noted.

4.3 Bills Lists (Town and Water and Pollution Control Corporation) – Bills for the Town and the Water and Pollution Control Corporation were reviewed by the Committee and staff. A detailed list of the bills for the Town for the month of May in the amount of \$126,997.84 will be presented for payment following acceptance of this report. A detailed list of the bills for the Water and Pollution Control Corporation for the month of May in the amount of \$30,480.37 will be presented for payment during the Water and Pollution Control Corporation meeting.

4.4 Water and Pollution Control Corporation Income Statement –

Category	Month		YTD	
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)
<b>Water and Pollution Control Corp.</b>	-20,168.06	-1000.00	-4,782.11	2,200.00

The committee reviewed the income statement of the Water and Pollution Control Corporation and did not note any issues. The large loss is due to the extra expenses related to a sewer issue which has been invoiced under the general government. Once everything has been tallied, the revenue will be allocated to the appropriate departments.

## 5. Other Business

5.1 Business/Vendor License – No update.

5.2 Capital Investment Plan – Staff have identified four projects to be considered for the use of our allocation of the Gas Tax Fund for the next five years (See attached spreadsheet). Once approved staff will develop specific project applications for each project. To facilitate the submittal of the Plan Councillors are requested to consider and adopt the following resolution:

***THAT Town Council adopt a Capital Investment Plan for their 2014 to 2019 Direct Allocation under the Gas Tax Program to include the Pleasant Street Lift Station Project, the School Street Resurfacing Project, the Pleasant Street Resurfacing Project and the Woodleigh Drive Sidewalk Replacement Project. Town Council understands that they are responsible for all future operations and maintenance associated with the projects.***

- 5.3 School Requests – The Town is in receipt of requests for year-end prizes for each school and safe grad. This year the schools are operating individually. The committee is recommending the Town donate the following: \$150.00 to KISH for year-end prizes, \$150.00 to QEES for year-end prizes and \$300.00 to the KISH safe grad program.

## **6. Adjournment**

- 6.1 The meeting was adjourned at 7:15 pm.



## **Agenda**

**Finance and Administration  
Regular Meeting – Wednesday before Regular Council Meeting – 6:00 pm  
Council Chambers – Kensington Town Hall**

**Chair:** Deputy Mayor Rodney Mann  
**Vice Chair:** Councillor Jeff Spencer

**Committee Members:** Councillor Mack Maclean  
Mayor Rowan Caseley

**Staff Members:** CAO, Geoff Baker  
Deputy Administrator, Wendy MacKinnon

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*Please ensure all cell phones and other electronic devices are turned off or placed on non-audible mode during the meeting.*

**ITEM 1: CALL OF MEETING TO ORDER AND WELCOME**

Presiding: Deputy Mayor Rodney Mann

**ITEM 2: DECLARATION OF CONFLICT OF INTEREST**

Action: Members of the Committee 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.

**ITEM 3: DELEGATIONS/PRESENTATIONS**

**ITEM 4: FINANCIAL STATEMENT REVIEW**

- 4.1 Income Statement
- 4.2 Balance Sheet
- 4.3 Bills Lists (Town and Water and Pollution Control Corporation)
- 4.4 Water and Pollution Control Corporation Income Statement

**ITEM 5: OTHER BUSINESS**

- 5.1 Update on Business/Vendor Licensing Bylaw



## **Agenda**

### **Town of Kensington – Finance and Administration Committee**

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5.2 Capital Investment Plan

5.3 Provincial Infrastructure Fund – Woodleigh Drive/Commercial Street  
Funding Approval

**ITEM 6: ADJOURNMENT**

# TOWN OF KENSINGTON

## Year End Income Statement Comparison of Actual to Budget for May 2015

GENERAL REVENUE	Current Month			Year to Date			Annual Budget	% Full Year
	Actual	Budget	Variance	Actual	YTD Budget	Variance		
General Revenues	\$101,394.61	\$77,203.00	\$24,191.61	\$451,697.79	\$379,815.00	\$71,882.79	\$923,662.00	49%
Police Service	\$1,184.75	\$2,500.00	-\$1,315.25	\$6,168.90	\$12,500.00	-\$6,331.10	\$30,000.00	21%
Town Hall Rent	\$7,928.20	\$12,034.00	-\$4,105.80	\$59,538.62	\$64,468.00	-\$4,929.38	\$148,706.00	40%
Recreation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,200.00	0%
Sales of Service	\$31,172.70	\$31,000.00	\$172.70	\$148,064.90	\$154,200.00	-\$6,135.10	\$371,200.00	40%
Subtotal Revenue	\$141,680.26	\$122,737.00	\$18,943.26	\$665,470.21	\$610,983.00	\$54,487.21	\$1,478,768.00	45%
GENERAL EXPENSES								
Town Hall	\$10,924.06	\$16,395.00	\$5,470.94	\$58,895.75	\$69,725.00	\$10,829.25	\$161,490.00	36%
General Town	\$23,235.25	\$25,926.33	\$2,691.08	\$217,482.77	\$198,249.65	-\$19,233.12	\$398,435.00	55%
Police Department	\$29,563.62	\$30,816.00	\$1,252.38	\$150,394.00	\$171,545.00	\$21,151.00	\$403,522.00	37%
Public Works	\$9,785.40	\$11,412.00	\$1,626.60	\$132,223.81	\$118,169.00	-\$14,054.81	\$240,595.00	55%
Train Station	\$1,557.16	\$2,192.00	\$634.84	\$8,957.84	\$12,410.00	\$3,452.16	\$28,004.00	32%
Recreation & Park	\$11,725.79	\$17,500.00	\$5,774.21	\$18,861.33	\$25,610.00	\$6,748.67	\$62,710.00	30%
Sales of Service	\$14,888.76	\$16,967.00	\$2,078.24	\$71,152.34	\$79,284.00	\$8,131.66	\$184,012.00	39%
Subtotal Expenses	\$101,680.04	\$121,208.33	\$19,528.29	\$657,967.84	\$674,992.65	\$17,024.81	\$1,478,768.00	41%
Net Income (Deficit)	\$40,000.22	\$1,528.67	-\$38,471.55	\$7,502.37	-\$64,009.65	-\$71,512.02		
Community Gardens Complex								
Community Gardens Revenue	\$27,512.63	\$28,400.00	-\$887.37	\$168,533.74	\$166,800.00	\$1,733.74	\$421,100.00	40%
Community Gardens Expenses	\$24,280.78	\$24,289.75	\$8.97	\$188,552.75	\$181,764.75	-\$6,788.00	\$421,100.00	45%
Net Income (Deficit)	\$3,231.85	\$4,110.25	\$878.40	-\$20,019.01	-\$14,964.75	\$5,054.26		
Fire Department								
Fire Revenues	\$16,698.00	\$16,628.00	\$70.00	\$85,585.00	\$85,640.00	-\$55.00	\$202,036.00	42%
Fire Department Expenses	\$11,120.90	\$15,490.00	\$4,369.10	\$78,478.03	\$78,208.00	-\$270.03	\$202,036.00	39%
Net Income (Deficit)	\$5,577.10	\$1,138.00	-\$4,439.10	\$7,106.97	\$7,432.00	\$325.03		
Consolidated Net Income (Deficit)	\$48,809.17	\$6,776.92	-\$42,032.25	-\$5,409.67	-\$71,542.40	-\$66,132.73		
Water and Pollution Control Corporation								
Water & Sewer Revenue	\$44,424.18	\$44,635.00	\$210.82	\$223,728.68	\$223,175.00	-\$553.68	\$535,620.00	42%
Water & Sewer Expenses	\$64,592.24	\$45,635.00	-\$18,957.24	\$228,510.79	\$220,975.00	-\$7,535.79	\$535,620.00	43%
Water & Sewer Net Income (Deficit)	-\$20,168.06	-\$1,000.00	\$19,168.06	-\$4,782.11	\$2,200.00	\$6,982.11		

## Town of Kensington Bills List May 2015

ADL Foods	21800009	\$262.23
Aliant	POL 3354666	\$30.21
Aliant	CGC 3350515	\$297.72
Andrew Griffin	MAY 2015 RRSP	\$497.36
Andrew Griffin	MAY 15 MILEAGE	\$59.85
Bell Mobility	969692	\$142.50
Bell Mobility	358975	\$199.50
Brenda MacIsaac	MAY 2015 RRSP	\$266.92
Building Blocks Home Improvements	1838552	\$176.73
City of Summerside	1158701-TCH	\$1,368.00
CJL Aquaculture	027749	\$1,239.00
Colours Signs & Printing	1510462	\$283.84
Combat Computer Inc	STATE300415	\$1,255.39
Canadian Union of Public Employees	MAY 2015 DUES	\$465.74
Curran & Briggs Ltd	35858	\$1,371.07
D Alex MacDonald	87011	\$4,471.07
Desjardins Card Services FCDQ	5494891926	\$210.15
Desjardins Card Services FCDQ	5494891927	\$119.77
Eastlink	FIRE DEPT MAY 2015	\$48.42
Eastlink	MAY 31, 2015	\$105.91
Eastlink	MAY 25, 2015 LIBRARY	\$52.38
Eastlink	TOWN HALL MAY 25, 15	\$645.09
Eastlink	FIRE HALL MAY 2015	\$52.38
Elizabeth Hubley	MAY 2015 RENT	\$798.00
First Reponse Training	FRT22815	\$250.00
Federation of PEI Municipalities	2649	\$3,044.21
Federation of PEI Municipalities	ANNUAL MEETING 2015	\$240.00
Frontline Outfitters	20702	\$764.73
Geoff Baker	MAY 2015 MILEAGE	\$313.00
Irving Oil	137691	\$717.28
Irving Oil	226487	\$196.88
Irving Oil	224859	\$247.81
Irving Oil	APRIL INTEREST	\$116.47
Irving Oil	30846237	\$255.73
Irving Oil	30857460	\$547.77
Irving Oil	30851973	\$168.22
Irving Oil	821145	\$162.84
Irving Oil	819955	\$196.36
Irving Oil	724149	\$303.46
Irving Oil	723125	\$123.98
Irving Oil	921506	\$221.35
Irving Oil	128853	\$442.77
Irving Oil	440673	\$291.98
Irving Oil	30832298	\$271.79

Island Technology Professionals	391	\$190.00
Island Technology Professionals	186	\$140.00
Jamie Caseley	46	\$250.00
Jennifer Davison	MAY 4, 2015	\$150.00
Johnstons Towing & Wrecker Service	15132	\$285.00
Kensington Agricultural Services	52266	\$172.55
Kensington Ball Field Committee	210515	\$100.00
Kensington Country Store	538503	\$15.37
Kensington Country Store	539241	\$168.77
Kent Building Supplies	752403	\$28.12
Kent Building Supplies	751490	\$62.78
Kent Building Supplies	754590	\$52.43
Kent Building Supplies	754591	\$27.06
Kent Building Supplies	750966	\$91.59
Kent Building Supplies	755176	\$12.46
Kent Building Supplies	756928	\$14.07
Kent Building Supplies	757013	\$77.95
Kent Building Supplies	750028	\$21.10
Kim Caseley	MAY 2015 CELL PHONE	\$30.00
Kim Mullett	MAY 10, 2015 MILEAGE	\$12.22
K'Town Auto Parts	20S149400	\$14.43
Kensington & Area Tourist Assn	2966	\$45.60
Kubota Canada Ltd	MAY 2015	\$262.21
Lee Pidgeon Electrical Ltd	3700	\$57.00
Lewis Sutherland	APRIL MILEAGE	\$115.62
Lewis Sutherland	MAY 2015 RRSP	\$604.40
LJB Duty Apparel	859	\$105.07
Maritime Electric	CGC RINK MAY 2015	\$6,690.99
Maritime Electric	CGC SIGN MAY 2015	\$58.77
Maritime Electric	CGC SENIOR CNT MAY15	\$78.40
Maritime Electric	LIBRARY MAY 2015	\$422.04
Maritime Electric	FIRE HALL MAY 2015	\$419.63
Maritime Electric	FUN TIMES MAY 2015	\$584.68
Maritime Electric	CAR CHARGER MAY 15	\$28.57
Maritime Electric	TOWN HALL MAY 2015	\$1,207.78
Maritime Electric	CGC BALLFIELD MAY 15	\$28.01
Maritime Electric	PW SHOP MAY 2015	\$133.05
Maritime Electric	20 STEWART MAY 15	\$56.34
Maritime Electric	EVK POOL MAY 2015	\$62.65
Maritime Electric	ART CO-OP MAY 2015	\$207.89
Maritime Electric	TRAIN STN MAY 2015	\$485.21
Maritime Electric	PW STREET MAY 2015	\$3,155.00
Mary's Bake Shoppe	38	\$10.90
Mary's Bake Shoppe	40	\$58.80
Malpeque Bay Credit Union	MAY 2015 RRSP	\$1,978.72
Medacom Atlantic Inc	6581	\$248.98
Mid Isle Electric	4339	\$319.42

Mid Isle Electric	4338	\$53.58
Mid Isle Electric	4352	\$60.07
Mid Isle Electric	4333	\$130.42
Moase Plumbing & Heating	23329	\$1,254.00
Murphy's Kensington	579604	\$3.98
Murphy's Kensington	51549	\$22.75
Orkin Canada	7665979	\$62.70
Orkin Canada	6143159	\$28.50
Pitney Bowes	MAY 2015	\$1,000.00
Minister of Finance and Municipal Affairs	277248	\$222.30
Recreation PEI Inc	1111	\$100.00
Revolution Media	729	\$182.40
Right on Board Locksmith	4228	\$57.00
Robert Wood	APRIL 2015 MILEAGE	\$136.30
Rocky Arsenault	RA210515	\$456.00
Rolly's Wholesale	1824913	\$351.03
Rowan Caseley	APRIL EXP 2015	\$318.55
Mikes Independent	IND20150504	\$12.58
Scotia Securities	MAY 2015 RRSP DOUG K	\$318.36
Scotiabank Visa	MAY 6, 2015	\$1,380.31
Suncor Energy Products Partnership	MAY 20, 2015	\$653.75
Swyrich Corporation	18959	\$1,448.81
T & K Fire Safety Equipment Ltd	212281	\$397.86
T & K Fire Safety Equipment Ltd	212139	\$233.67
Telus	MAY 2015	\$635.44
Toshiba Finance	14735851	\$530.76
Transcontinental	158628	\$292.25
Transcontinental	159317	\$220.59
Vail's Fabric Services Ltd.	233453	\$103.51
Visual Printing	4420	\$221.39
Water & Pollution Control Corporation	MAY 2015 W&S	\$277.27
Workers Compensation Board of PEI	APRIL 30, 2015	\$935.55
Wendy MacKinnon	MAY 8, 2015 MILEAGE	\$54.60
Subtotal		<hr/> \$54,793.77
May Payroll		\$72,204.07
<b>Total May Bills</b>		<hr/> <b>\$126,997.84</b> <hr/>

Town of Kensington  
Proposed Capital Investment Plan  
2014-2019 Gas Tax Program

		Total	Municipal Strategic Component	Direct Allocation - Gas Tax	Municipal Funding	Provincial Infrastrucure Fund
	Project Title					
1	Pleasant Street Lift Station	\$ 633,000.00	\$ 316,781.25	\$ 253,425.00	\$ 63,356.25	
2	Woodleigh Drive Sidewalk Replacement	\$ 56,000.00		\$ 21,000.00		\$ 35,000.00
3	School Street Resurfacing (Walker Dr to North St.)	\$ 250,000.00		\$ 250,000.00		
4	Pleasant Street Resurfacing (Linwood Dr to Woodleigh Dr)	\$ 287,000.00		\$ 179,315.00	\$ 107,685.00	
	Total	\$ 1,226,000.00	\$ 316,781.25	\$ 703,740.00	\$ 171,041.25	\$ 35,000.00



## **Mayors Report to Town Council**

June 8, 2015

### **Councillors, Staff and Residents**

I am pleased to provide this report of the activities and discussions where I have represented the Town of Kensington since the last Council Meeting.

**Functions attended** - I have had the pleasure to attend the following as Mayor: Prince County Hospital Foundation Annual General Meeting, Kensington Relay for Life, Federation of PEI Municipalities, Happy Group Seniors Closing Banquet, New Horizons Funding Announcement and Grand Opening of Kensington Petro Canada. A special thank you to Councillor Jeff Spencer who stepped in at the last minute to fill in for me at the graduation ceremony of the Air Cadets in Summerside when I was unable to attend and Deputy Mann was also busy.

**Strategic Tourism Expansion Program (STEP)** – Since our last meeting when I reported on discussions with ACOA on the step program, I can report that Mr. Baker and I met with Kent MacDonald and Marilyn Murphy from ACOA. From this meeting we have initiated a process whereby I called a meeting of selected Tourism and business operators to determine if there was any interest in advancing this process. It is typically initiated by a municipality but to be successful it requires a champion from industry. The first step was to meet with area stakeholders, identify if there was a willingness to move to the next step and if so apply for funding from ACOA. The initial step is fully funded by ACOA (\$5,000) and results in a survey of our strengths and opportunities in this area and then analyze and strategize whether to proceed to the next step. The invited group unanimously agreed to make application to ACOA. Should the process continue to the final step, it would cost approximately \$50,000 of which ACOA would fund 90%. I did offer, subject to Town Council approval the Town of Kensington would commit to funding the \$5,000 expense over what ACOA would cover. More information would be provided before we had to make that decision. This STEP program is being used currently in Tignish and Georgetown and is seen to be positive by the communities. In the end it would be anticipated we would have a strategic plan to have the communities around Kensington working together to maximize the tourism sector. This can be a great benefit to Kensington if we can get more people dropping in and visiting Kensington. If Council is not willing to invest this small amount I trust Council will make it known now before we get too far into the program.

**Gift from Beth Paynter** – During our 2014 centennial celebration, Beth Paynter made a quilt to recognize the event. She graciously donated it to the Town of Kensington. I thanked her on behalf of Town Council for the gift.

**Fishing Derby** – Thanks to Police Chief Sutherland and the Kensington Police Department for another successful fishing derby. I was pleased to be asked to draw the winning tickets for the tent and BBQ. Chief Sutherland and his officers and staff made the event a wonderful experience for the youth as well as adults.

**Town Clean Up** – On May 30 Councillor Jeff Spencer organized a town clean up. We had many residents and youth show up for the cleanup. The residents of the town had already done a great job prior to this date and this meant less work for us. Many thanks to Councillor Spencer and all who turned up to assist this worthy cause. Pizza and prizes were provided following the cleanup.



**Happy Group Seniors Closing Ceremony** – I was invited to attend the closing event for the local Happy Group Seniors. This group meets at the Seniors Coop at the top of School Street. At this event I had the privilege of presenting an 85<sup>th</sup> Birthday Certificate to Grace Jay on behalf of Town Council.

**Tourism PEI Orientation** – Peggy Miles of Central Coastal Tourism Partnership asked me to make a presentation to approximately 30 Visitor Information Center staff who were touring the Island to become more knowledgeable. I gave them a brief rundown of what is offered in the Town of Kensington and then we all walked from the Train Station to the Frosty Treat where they all had a treat. I overheard many of them comment about how much is offered in the Town and how beneficial it was to stop in Kensington.

**New Horizons Announcement** – Minister Gail Shea was in town to make an official announcement of funding the New Horizons Funding Program is providing. The Senior Surfers were hosting the event. Representatives were present from each of the recipients – Happy Group Seniors and Senior Surfers Group, both of Kensington, Community of Hunter River Group, Community of Miltonvale Park, and Argyle Shore Women's Institute. I had the opportunity to address the gathering on behalf of the Town of Kensington.

**Grand Opening Kensington Petro Canada** – At the time of writing this report I am asked to assist in the grand opening ceremonies of the Petro Canada. Thanks to all Councilors who have committed to assist with the BBQ, which is to be staffed by Mayor and Council. All profits from the day are to be donated to Camp Triumph.

Rowan Caseley  
Mayor – Town of Kensington



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**TOWN OF KENSINGTON - MEMORANDUM**

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**TO:** MAYOR AND TOWN COUNCILLORS  
**FROM:** GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER  
**SUBJECT:** ZONING BYLAW AMENDMENT – SECTION 4.31  
**DATE:** 05/06/2015  
**ATTACHMENT:** NONE

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**Summary**

The Town of Kensington has been presented with a proposal from the Kensington Fire Association (KFA) expressing their desire to host the Annual Harvest Festival Beach Volleyball Tournament out of the Water Tower Property located along Gerald McCarville Drive in the Industrial Park. Further, the KFA are requesting Town Council's approval to construct three (3) permanent outdoor volleyball courts on the property.

The Water Tower property is currently zoned Industrial (M1), thus staff are recommending an amendment to the Development Control Bylaw to allow the construction of the courts within the zone, as Public Parks or Parkland is not currently a permitted use within the M1 Zone.

At a regular meeting of Town Council held on May 11, 2015 Town Council unanimously agreed to award the annual volleyball tournament to the KFA subject to an amendment being made to the Development Control Bylaw ("the Bylaw") to allow public and private parks and other recreational uses in all zones.

Town Councillors passed the following motion unanimously:

***THAT Town Council permit the Kensington Fire Association to construct three (3) outdoor volleyball courts on the Water Tower Property located in the Kensington Industrial Park subject to an amendment being made to the Kensington Development Control bylaw to allow Public and Private Parks and other Recreational Uses as a permitted use in all zones. Town Council understands that they will be responsible for all future maintenance associated with the volleyball courts.***

**Background**

Section 2.65 of the Bylaw defines "Public Park or Parkland" as land owned by the Town or some other level of government used or intended for use by members of the public.

As indicated earlier, the current zone of the property in question is M1. A Public Park or Parkland is not a permitted land use in this zone. Incidentally, the current land use (water tower) is also not identified as a permitted use for the M1 zone; rather Section 4.31 of the Bylaw applies, where public and private utility buildings and structures are permitted in all zones. Section 4.31 of the Bylaw states:

***4.31. Permitted Uses In All Zones***

*The following uses are permitted in all zones:*

- a) Temporary construction facilities such as sheds, scaffolds and equipment incidental to building on the premises for so long as work is in progress or for a maximum period of six (6) months, whichever is the shorter period.*
- b) Public and private utility buildings and structures which are considered by Council to be necessary and appropriate to the municipality.*

A review of four other municipal Bylaws was undertaken and only one was found to be as restrictive as the Town's where public open space and recreational facilities are permitted in only certain zones. The three other Bylaws reviewed include similar sections (Uses Permitted in All Zones), however the permitted regulations are extended to include Parks and Open Space as a land use permitted in all zones. One Bylaw went as far as to allow the municipality to develop parks and open space on any parcel, regardless of the lot area and lot frontage requirements, without a permit. This is especially valuable for making best use of 'odd' or irregular shaped parcels; where land may otherwise go under-developed. (It is noted that the Kensington's Development Control Bylaw does not require a minimum lot size for Parks within the Recreation and Open Space Zone).

The primary challenge with having a zone specifically for public open space and recreation activity, rather than permitting the uses in all zones, is that the Town has now limited their opportunity to gain additional public open space in the future. Unless a property is zoned appropriately in advance, it cannot be used as such. The re-zoning process also limits the use of the land temporarily as open space; where property owners (including the Town) are unlikely to rezone property to 'Recreation and Open Space' if it will negatively impact the development opportunities of the parcel in the future.

Some of the benefits of amending the Bylaw as proposed are:

- Allows for flexibility in the future for development of the property within the industrial park, if at some point a more appropriate site is found for the volley ball facilities; or, if the facilities are found to be under used for the cost to maintain.

- Allows for future opportunities for the Town to expand public open space and recreational activities in other areas of the Town.
- Does not require an amendment to the Official Plan Future Land Use Map, which would otherwise be required if the property were to be rezoned.

The recommendation for the Bylaw amendment is supported by a number of the Objectives of the Kensington Official Plan:

*Section 5.8:*

- 2. To continue to offer a variety of facilities and programs to foster healthy lifestyles.*
- 3. To encourage the direct participation of recreation users from outside the municipality in recreational program planning and operations.*
- 4. To foster co-ordination and promotion of recreational programs and special events.*

With the application at hand (outdoor volleyball courts), the development is supported by the Action Plans as stated in Section 5.8 in the Official Plan.

*Council shall continue to work in conjunction with other partners in pursuing recreation programs for the Town.*

## **Public Consultation**

A public meeting was held by Town Council on June 1, 2015 to provide residents and any other interested persons an opportunity to make representation on the proposed Bylaw amendment. The meeting was advertised according to the requirements of the Planning Act of PEI. No members of the public were in attendance at the meeting. The meeting was called to order by Mayor Caseley at approximately 6:00 pm and was adjourned at 6:10 pm.

Councillors then convened a Special Meeting of Town Council where the following resolutions to give first reading to the Bylaw amendment were passed unanimously:

### **Resolution 1**

***WHEREAS the Kensington Town Council is desirous of amending Section 4.31 of the Town of Kensington Zoning and Subdivision Control (Development) Bylaw by adding subsection 4.31 (c) permitting public and private parks, linear parks and other recreational uses, including recreation administrative offices, accessory buildings and/or parking lots necessary for such uses as permitted uses in all zones.***

***BE IT RESOLVED THAT Development Control Bylaw Amendment # 15-01, a bylaw to amend the Town of Kensington Zoning and Subdivision Control***

*(Development) Bylaw be hereby read a first time.*

## **Resolution 2**

*WHEREAS the Kensington Town Council is desirous of amending Section 4.31 of the Town of Kensington Zoning and Subdivision Control (Development) Bylaw by adding subsection 4.31 (c) permitting public and private parks, linear parks and other recreational uses, including recreation administrative offices, accessory buildings and/or parking lots necessary for such uses as permitted uses in all zones.*

*AND WHEREAS Development Control Bylaw Amendment #15-01, a bylaw to amend the Town of Kensington Zoning and Subdivision Control (Development) Bylaw was read a first time at this meeting;*

*BE IT RESOLVED THAT Development Control Bylaw Amendment # 15-01, be hereby approved.*

## **Recommendation**

It is recommended by the CAO that Town Council move forward with finalizing the amending Bylaw (attached as Schedule A to this memo) to give second reading and formal adoption to amend the Development Control Bylaw to amend Section 4.31 of the Bylaw as follows:

*To add Subsection 4.31 (c) – Public and private parks, linear parks and other recreational uses, including recreation administrative offices, accessory buildings and/or parking lots necessary for such uses.*

Required Resolutions:

## **Resolution 3:**

*WHEREAS the Kensington Town Council is desirous of amending Section 4.31 of the Town of Kensington Zoning and Subdivision Control (Development) Bylaw by adding subsection 4.31 (c) permitting public and private parks, linear parks and other recreational uses, including recreation administrative offices, accessory buildings and/or parking lots necessary for such uses as permitted uses in all zones.*

*AND WHEREAS Development Control Bylaw Amendment #15-01, a bylaw to amend the Town of Kensington Zoning and Subdivision Control (Development) Bylaw was read and formally approved a first time at a special Council meeting held on June 1, 2015;*

***BE IT RESOLVED THAT Development Control Bylaw Amendment # 15-01, a bylaw to amend the Town of Kensington Zoning and Subdivision Control (Development) Bylaw be hereby read a second time.***

**Resolution 4:**

***WHEREAS the Kensington Town Council is desirous of amending Section 4.31 of the Town of Kensington Zoning and Subdivision Control (Development) Bylaw by adding subsection 4.31 (c) permitting public and private parks, linear parks and other recreational uses, including recreation administrative offices, accessory buildings and/or parking lots necessary for such uses as permitted uses in all zones.***

***AND WHEREAS Development Control Bylaw Amendment #15-01, a bylaw to amend the Town of Kensington Zoning and Subdivision Control (Development) Bylaw was read and formally approved a first time at a special Council meeting held on June 1, 2015;***

***AND WHEREAS Development Control Bylaw Amendment #15-01, a bylaw to amend the Town of Kensington Zoning and Subdivision Control (Development) Bylaw was read a second time at this meeting;***

***BE IT RESOLVED THAT Development Control Bylaw Amendment # 15-01, a bylaw to amend the Town of Kensington Zoning and Subdivision Control (Development) Bylaw be hereby approved.***

**Resolution 5:**

***WHEREAS the Kensington Town Council is desirous of amending Section 4.31 of the Town of Kensington Zoning and Subdivision Control (Development) Bylaw by adding subsection 4.31 (c) permitting public and private parks, linear parks and other recreational uses, including recreation administrative offices, accessory buildings and/or parking lots necessary for such uses as permitted uses in all zones.***

***AND WHEREAS Development Control Bylaw Amendment #15-01, a bylaw to amend the Town of Kensington Zoning and Subdivision Control (Development) Bylaw was read and formally approved at two separate meetings of Town Council on different days;***

***BE IT RESOLVED THAT Development Control Bylaw Amendment # 15-01, a bylaw to amend the Town of Kensington Zoning and Subdivision Control (Development) Bylaw be hereby formally approved and adopted.***

## **SCHEDULE A**

### **BYLAW # 15-01**

#### **Amendment to Section 4.31 of the Development Control Bylaw, A Bylaw to Amend the Town of Kensington's Development Control Bylaw**

##### **Authority**

The Council of the Town of Kensington under authority vested in it by Section 18 and Section 19 of the Planning Act R.S.P.E.I 1988 Cap. P-8 hereby enacts as follows:

Section 4.31 - Permitted Uses In All Zones shall be amended by the addition of Subsection 4.31 (c) as follows:

##### **4.31. Permitted Uses In All Zones**

The following uses are permitted in all zones:

a) Temporary construction facilities such sheds, scaffolds and equipment incidental to building on the premises for so long as work is in progress or for a maximum period of six (6) months, whichever is the shorter period.

b) Public and private utility buildings and structures which are considered by Council to be necessary and appropriate to the municipality.

***ADD "c) Public and private parks, linear parks and other recreational uses, including recreation administrative offices, accessory buildings and/or parking lots necessary for such uses."***

##### **Effective Date**

The effective date of this Bylaw is the date as signed by the Minister of Communities, Land and Environment.

## Town of Kensington - Request for Decision

Item 10

<b>Topic:</b> Municipal Buildings Roof Replacement	<b>Date:</b> June 4, 2015
<p><b>Proposal Summary:</b></p> <p>Town staff issued a Request for Quotations (RFQ) on April 27, 2015 inviting contractors to submit quotations to complete roof replacements on three municipal buildings; the Freight Shed, Blacksmith Shop and Swimming Pool Building. The RFQ included a steel roofing option to be priced for the Freight Shed and Swimming Pool Building. The steel roofing option wasn't considered on the Blacksmith Shop due to its historical significance and the fact that the building contains a cedar shingle roof.</p> <p>The Scope of Work required to complete the project is as follows:</p> <p>The Contractor shall supply for the <b>Kensington Freight Shed</b> and <b>E.V.K. Swimming Pool Building:</b> Twenty-five year warranty roof shingles with 3 – 1 Black shingles, surface with mineral granules conforming to CSA A-123.1 Standards.</p> <p>The Contractor shall supply for the <b>James Mullally Blacksmith Shop:</b> Cedar shingles and cedar breather (Replacement of existing cedar shingles with same size and material).</p> <p>The Contractor shall supply and install materials which shall include, but not necessarily be limited to:</p> <ul style="list-style-type: none"><li>• Apply ice and water protector to eaves and rakes;</li><li>• Apply permanent roof underlay (i.e. Nova Seal or equivalent) on all areas including covering ice shield;</li><li>• Install all materials as per manufacturers specifications;</li><li>• Ensure starter strip is mineral surface with matching roof shingles;</li><li>• Install rolled ridge vent for entire building;</li><li>• Install new white drip edge.</li><li>• Install Moss Boss or equivalent at ridge cap.</li></ul> <p>The Contractor shall</p> <ul style="list-style-type: none"><li>• Remove existing roofing materials, i.e. asphalt and cedar shingles, felt paper, roofing nails, staples, etc.;</li><li>• Report to the Town of Kensington any roof trusses, sheathing or attached framing and board lumber which require repair/replacement;</li><li>• Ensure ice and water protector is installed to cover from the eave to at least 24" beyond the inside wall line, or at least 36" from the eave, whichever is greater and also 36" on</li></ul>	

rakes;

- Ensure each shingle tab is cemented down with asphalt cement;
- Clean out eaves trough of all dirt.

The Contractor shall:

- Erect temporary barricades, fencing or warning signals around the worksite for the safe passage of persons to and from the buildings;
- Remove rubbish and debris from the site on a daily basis;
- Be responsible for the repair of any damage to the buildings, property or grounds resulting from the work of this contract;
- Ensure when job is completed, that a thorough site cleaning is completed.

The RFQ closed on May 22, 2015 with two quotes being received from Gallants Home Renovations and Building Blocs Home Improvements. Building Blocs provided pricing on the steel option which is contained in the brackets below. Building Blocs have proposed to subcontract all work to “Signature Install – 2013” for the cedar and shingle roof replacements and to “MacPhee’s Metal Roofing” for the steel roofing option.

	Gallants	Building Blocs
Freight Shed	\$7,657.84	\$11,964.87 (\$15,390.00)
Swimming Pool Building	\$2,822.26	\$ 4,277.74 ( \$6,566.40)
Blacksmith Shop	\$2,528.55	\$ 8,354.38
<b>Total (Including HST)</b>	<b>\$13,008.65</b>	<b>\$ 24,596.99 (\$30,310.78)</b>

Since the RFQ was issued it was identified that the roof at the Well Field Control Building required replacement as well. A price was requested from Gallant’s (low bidder) to complete this required work. The price provided came in at \$570.00 including HST bringing Gallant’s total to \$13,578.65 including HST.

**Benefits:**

- Will provide new roofing for 4 municipally owned buildings.

**Disadvantages:**

None noted.

**Policy Implications**

None noted.



**Options:**

1. Award the contract to Gallants Home Renovations.
2. Award the contract to Building Blocs Home Improvements.
3. Not award the contract to either of the proponents.

**Bids Received:**

Gallants Home Renovations - \$13,578.65 Including HST (Includes Well Building)  
Building Blocs Home Improvements - \$24,596.99 Including HST (Does not include Well Building)

**Steel Roofing Option**

Building Blocs Home Improvements - \$21,956.64 Including HST (Includes Freight Shed and Swimming Pool Building)

**Costs:**

\$13,578.65 including HST

**Source of Funding:**

2015 Capital Budget

**Recommendation/Comments:**

That Town Council adopt the following resolution to award the contract for the 2015 Municipal Buildings Roof Replacement project to Gallants Home Renovations:

***THAT the contract for the 2015 Municipal Buildings Roof Replacement project be awarded to Gallants Home Improvements as per their quote dated May 12, 2015 in the amount of \$13,578.65 including HST.***



Trans Canada Trail  
Sentier Transcanadien

Item 11

*Correspondence*

May 25, 2015

His Worship Rowan Caseley  
Mayor of Kensington  
PO Box 418  
Kensington, Prince Edward Island C0B 1M0

**Honorary Patrons**

*Their Excellencies the Right Honourable*  
David Johnston  
C.C., C.M.M., C.O.M., C.D.  
Governor General of Canada  
and  
Mrs. Sharon Johnston, C.C.

**Présidents d'honneur**

*Leurs Excellences le très honorable*  
David Johnston  
C.C., C.M.M., C.O.M., C.D.  
Gouverneur général du Canada  
et  
Mme Sharon Johnston, C.C.

**Board of Directors  
Conseil d'administration**

**Trans Canada Trail  
Sentier Transcanadien**

Paul C. LaBarge, JD, LL.M. (Chair/Président)  
Jim Bishop  
Cameron Clark  
Mylène Forget (Secretary/Secrétaire)  
Eric Gionet  
Betty Anne Graves  
Graham Green  
Ron Hicks  
Ken Killin  
Patricia Leeson  
Alan MacDonald  
Carolyn MacKay  
Ruth Marr  
Valerie Pringle  
Neil Yeates

Andrew Parsons (Treasurer/Trésorier)

**Trans Canada Trail Foundation  
Fondation du sentier Transcanadien**

Valerie Pringle, C.M., LL.D.  
(Co-Chair/Coprésidente)  
Hartley Richardson, O.C., O.M., LL.D.  
(Co-Chair/Coprésident)  
David Alsenstat  
David Cottingham  
Anthony Graham, LL.D.  
David Hoffman  
Paul C. LaBarge  
Pierre Lassonde, C.M., O.Q.  
Bruce Simpson  
Wendy Southall  
Ken Killin (Treasurer/Trésorier)

**President and CEO  
Présidente et chef de la direction**

Deborah Apps

Dear Mayor Caseley,

Thank you once again for showing your support for the Trans Canada Trail by being a TCT *Municipal Champion*.

As you know, the Trans Canada Trail was launched in 1992 as a legacy project of Canada's 125th anniversary; today, the TCT is a network of 493 local, recreational trails, stretching just over 17,000 kilometres from coast to coast to coast. We are proud that the Trail already runs through every major city in Canada, including yours—providing the residents of Town of Kensington with opportunities to enjoy the outdoors, engage in healthy activities and promote the conservation of green spaces.

Today, the TCT is 75 percent connected, with almost 5,800 kilometres still to be built in order to reach its coast-to-coast-to-coast connection goal by 2017, Canada's 150th anniversary.

With an eye towards the full connection of the Trans Canada Trail in Canada's sesquicentennial year, we have begun planning for our National Grand Celebration. Between September 2011 and April 2012, the House of Commons Standing Committee on Canadian Heritage held meetings to discuss the forthcoming celebrations for Canada's 150th anniversary in 2017. The Committee highlighted "that the Government of Canada or any agency authorized to undertake the organization of Canada's 150th anniversary celebrations consider ways to encourage communities and donors to assist with the completion of the Trans Canada Trail."

We believe that the Trail should be *the* stage for some of the local celebrations of Canada's 150th, a fitting tribute to the full connection of the TCT, 25 years after its launch in Canada's 125th anniversary year. And, thanks to the Government of Canada's endorsement of the value of the Trans Canada Trail for all Canadians and its vital place in the 150th anniversary celebrations, we have been contacted by a number of organizations that are developing plans for 2017. As one of our *Champions*, we are pleased to be able to share these ideas with you—they may be of interest as your community begins its own planning for 2017 celebrations.

We would like to encourage your community to consider using the TCT as part of your own local celebration events. We look forward to providing you with more information in the coming months on how we might work together.

To that end, we would like to make an introduction to Partners In Art. This dynamic organization will be working with national art colleges and universities across the country in organizing artistic celebrations on the Trans Canada Trail, which we think is very exciting, and has great possibilities. They will be in contact with you shortly to discuss their ideas, and how your community can participate. To find out more about Partners In Art, please visit: [www.partnersinart.ca](http://www.partnersinart.ca)

Regards,

*Deborah Apps*

Deborah Apps  
President & CEO

c.c. PIA

Trans Canada Trail /  
Sentier Transcanadien:  
321, rue de la Commune Ouest  
Suite 300  
Montréal, QC H2Y 2E1

tel/tél 514.485.3959  
800 465.3636  
fax/télé 514.485.4541  
www.transcanadail.ca



Dear Prospective Advertiser,

On behalf of the Board of Directors, Members and Volunteers of MADD Canada, I would like to thank you for your interest in The MADD Message Yearbook.

The generosity of community-minded people like you makes it possible for MADD Canada to pursue its much-needed programs including victim support services, educational programs, youth programs and public awareness programs.

By placing an advertisement, you will be helping us in our mission *to stop impaired driving and to support victims of this violent crime*. The magazine will enable us to spread our life-saving messages even further and bring in additional revenues for our programs.

Every day in Canada, on average 4 people are killed and another 175 people are injured as a result of alcohol and drug-related crashes. You can help make all the difference in our efforts to save lives.

Thank you once again for your interest and support.

Sincerely,

Dawn Regan  
Chief Operating Officer  
MADD Canada



# 12 Powerful Reasons to Support MADD Canada

***Because:***

1. Your help is needed to put an end to impaired driving, the number one criminal cause of death in Canada.
2. Every day, on average, 4 Canadians are killed and 200 Canadians are injured as a result of alcohol and drug-related vehicle crashes for an average total of 1,475 deaths and 73,000 injuries each year.
3. 20,000 Canadians turn to us each year for emotional, physical and legal support they need.
4. 1,000,000 high-school kids will get the opportunity to see our *School Multi-Media Assembly Program* detailing the dangers and consequences of impaired driving.
5. Through our vast network of 7,500 dedicated volunteers, we are able to continue our mission within communities all across Canada.
6. You can be 100% confident that your donation is being used responsibly.
7. We annually submit the appropriate forms to the Canada Revenue Agency – please visit [www.cra-arc.gc.ca/charities](http://www.cra-arc.gc.ca/charities).
8. We inform our donors of how their donations are used and our financial statements and/or Annual Reports are available for viewing on our web site at [www.madd.ca](http://www.madd.ca).
9. Our administrative and fundraising costs are reviewed annually by our National Board of Directors and external auditors.
10. As members of the Association of Fundraising Professionals, we abide by their Code of Ethics and Standards of Professional Practices. Also, as members of Imagine Canada, we adhere to their Ethical Fundraising and Accountability Code.
11. MADD Canada is a charity consisting of over 100 Chapters that are monitored and guided by a volunteer National Board of Directors who are accountable for organizational practices and procedures.
12. Since 1982, with the help of our supporters, MADD Canada has been instrumental in saving more than 30,000 lives.

***The mission of MADD Canada is to stop impaired driving  
and to support victims of this violent crime.***



## Geoff Baker

---

**From:** Rowan Caseley <mayor@townofkensington.com>  
**Sent:** Monday, June 01, 2015 4:55 PM  
**To:** Geoff Baker  
**Subject:** FW: Awards to recognize local environmental heroes!

Can you put this in the correspondence package for Council.

Thanks

Rowan Caseley  
Mayor – Town of Kensington  
P O Box 418  
55 Victoria Street East  
Kensington, PE COB 1M0

Office 902-836-3781  
Home 902-836-5445  
Cell 902-432-4492  
Web [www.kensington.ca](http://www.kensington.ca)  
Email [mayor@townofkensington.com](mailto:mayor@townofkensington.com)  
Connect with us on: [Facebook](#) and [Twitter](#)

**From:** Dorit Greenspan [<mailto:dorit@earthday.ca>]  
**Sent:** May 29, 2015 4:40 PM  
**To:** [mayor@townofkensington.com](mailto:mayor@townofkensington.com)  
**Subject:** Awards to recognize local environmental heroes!

Hello Mr. Coffin,

I am writing as a follow-up to the e-mail we sent you regarding the 2015 Hometown Heroes Award Program.

If you know a youth, individual, group or small business in your community that is making a difference to improve the state of the environment at the local level, we encourage you to nominate them for an award at [earthday.ca/hometown](http://earthday.ca/hometown) and help Earth Day Canada (EDC) recognize and celebrate environmental achievement in Canada.

Heroic candidates can win one of the following:

- Youth Hometown Heroes Award—a \$5,000 cash-prize that can be donated to a local environmental group/cause of their choice or be put towards their post-secondary studies in the form of a scholarship
- Individual Hometown Heroes Award—a \$10,000 cash-prize to donate to a local environmental group/cause of their choice
- Group Hometown Heroes Award—a \$10,000 cash-prize to support their work
- Small Business Hometown Heroes Award—a \$5,000 cash-prize that must be used by the business to make an operational change that results in the business lessening their environmental impact, and permission from EDC to use the award and the EDC logo for one year to help market and promote the business and/or an approved product.

For more information or to submit a nomination, please visit [earthday.ca/hometown](http://earthday.ca/hometown).

**Nominations must be postmarked by June 30, 2015.**

If you have any questions about the program or would like our guidance completing the nomination package, please contact us at 416-599-1991 ext. 108 (1-888-283-2784 ext. 108) or at [heroes@earthday.ca](mailto:heroes@earthday.ca).

We're happy to answer any questions you may have, and guide you through the nomination process.

Yours Sincerely,

Dorit

Dorit Greenspan  
Earth Day Canada

503-111 Peter Street  
Toronto ON M5V 2H1  
T: 416.599.1991

1.888.283.2784 (toll-free)

F: 416.599.3100

[www.earthday.ca](http://www.earthday.ca)



Use our new Earth Day Every Day tool. Track your carbon impact daily.

## Geoff Baker

---

**From:** Rowan Caseley <mayor@townofkensington.com>  
**Sent:** Monday, June 01, 2015 5:07 PM  
**To:** Geoff Baker  
**Subject:** FW: Resolution in Support of Rural Post Offices

Another correspondence for Council.

Rowan

Rowan Caseley  
Mayor – Town of Kensington  
P O Box 418  
55 Victoria Street East  
Kensington, PE C0B 1M0

Office 902-836-3781  
Home 902-836-5445  
Cell 902-432-4492  
Web [www.kensington.ca](http://www.kensington.ca)  
Email [mayor@townofkensington.com](mailto:mayor@townofkensington.com)  
Connect with us on: [Facebook](#) and [Twitter](#)

**From:** Brenda McAuley, President CPAA-ACMPA [<mailto:matt@basedirectory.com>]  
**Sent:** May 28, 2015 6:14 PM  
**To:** [mayor@townofkensington.com](mailto:mayor@townofkensington.com)  
**Subject:** Resolution in Support of Rural Post Offices

May 28, 2015

Rowan Caseley

Mayor of Kensington  
PO Box 418  
Kensington, PE  
C0B 1M0

Dear Rowan,

The Canadian Postmasters and Assistants Association (CPAA) is the bargaining agent that represents over 5,600 permanent and 2,900 temporary employees of the Canada Post Corporation (CPC). These employees work in 3,290 rural public post offices in Canadian communities. At the upcoming Federation of Canadian Municipalities in Edmonton, CPAA is respectfully asking for your support to have the Marystown NL resolution debated on the convention floor.



Since 2006, Canada Post has closed 229 rural post offices and installed 73 new franchises. This speaks to one of the points in the Five-point Action Plan introduced in December 2013, which is to increase franchises.

Our public post offices have had their hours of service drastically reduced and citizens of rural Canada are concerned by the potential loss of their federally run public post office. Our study "Rural Post Offices and the communities that rely on them are being abandoned" which can be viewed [here](#), states that when a corporate post office is replaced with a franchise (privately owned), most often when this franchise closes, the community is left with no postal outlet what so ever.

In March 27, 2015, the Canada Post Corporation group of companies reported a massive profit from operations of \$299 million for 2014. The Canada Post segment reported profit from operations of \$204 million and a profit before tax of \$194 million. This profit is around \$555 million better than CPC's projected loss. And yet, Canada Post continues to close post offices, move forward with the elimination of door to door delivery, the reduction of positions and the abolition of decent paying jobs.

We ask that the Mayors support this resolution objecting to the Canada Post Corporation's continued attack on our public postal service and the elimination of good paying jobs in rural and urban Canada. We further ask that the Government order Canada Post to invest the massive profits reported in 2014, to improve postal service in rural communities. Canada Post is courting big retailers like Amazon and Walmart to get the online shopping business, yet they are destroying the very asset that gives them their competitive advantage, and that is the unparalleled distribution network of rural post offices in our country.

Thank you for your assistance,

Brenda McAuley  
National President, CPAA  
BM<sup>c</sup>/cl

[Unsubscribe](#)



*Correspondence*

May 28th, 2015

Mayor Rowan Caseley  
Town of Kensington  
P.O. Box 418  
Community Center  
Kensington, PE C0B 1M0

Dear Mayor Caseley:

Please accept our sincere thanks for your very generous gift to the Prince County Hospital Foundation. We understand that there are many worthy causes, and we are honoured that you chose to support your community in this way.

This year the greatest needs at the Prince County Hospital include a new CT Scan machine valued at \$1 million on its own. After over a decade of dedicated use (20 – 25 cases per day, not including emergency use), the machine is showing its age. Downtime is increasing, leading to longer wait times, and, as with many technologies, image quality standards have increased dramatically.

Though it is incredibly important and makes up nearly half of the overall \$2.27 million goal, CT Scan is not the only need at PCH this year. The greatest needs for PCH have been identified and include items such as a stress test machine (\$37,000) and a number of new scopes & towers (\$495,000). Though the items can range from very technical to basic needs like new stretchers, each piece on the greatest needs list is vital to patient care in its own way.

Your gift will make a real difference in the lives of patients and their families across Prince Edward Island, and for this we are very grateful.

Yours truly,

Heather Matheson  
Managing Director

**THANK YOU FOR YOUR GIFT**

**This is NOT an official tax receipt.**

Date of gift: 4/28/2015

**Amount Received: \$\$\$3,000.00**

Designated to: *Annual Equipment Fund*

Received from:

**Town of Kensington  
P.O. Box 418  
Community Center  
Kensington, PE C0B 1M0**

**Geoff Baker**

---

**From:** Rowan Caseley <mayor@townofkensington.com>  
**Sent:** Wednesday, May 27, 2015 7:14 PM  
**To:** Geoff Baker  
**Subject:** FW: Verbal Abuse Prevention Canada-20 years in the making-A First For Canada

Correspondence for June council meeting ...,email below.

Rowan Caseley  
Mayor – Town of Kensington  
P O Box 418  
55 Victoria Street East  
Kensington, PE C0B 1M0

Office 902-836-3781  
Home 902-836-5445  
Cell 902-432-4492  
Web [www.kensington.ca](http://www.kensington.ca)  
Email [mayor@townofkensington.com](mailto:mayor@townofkensington.com)  
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**From:** Tami Martell [<mailto:martell@pei.aibn.com>]  
**Sent:** May 22, 2015 11:06 AM  
**To:** [mayor@townofkensington.com](mailto:mayor@townofkensington.com)  
**Subject:** Verbal Abuse Prevention Canada-20 years in the making-A First For Canada

Please share...

Dear Mayor;

It is official. I am thrilled to announce that Verbal Abuse Prevention Canada is now a registered incorporated body! And you can join this effort - no fees attached.

My name is Tami Martell and I am representing Verbal Abuse Prevention Canada, a not for profit organization which promotes prevention of verbal abuse in Prince Edward Island and now across Canada by raising awareness of verbal abuse effects, in the home, school, workplace and communities.

We are excited that we can now invite you, other organizations, other provinces, to join this endeavour. Prince Edward Island established a Verbal Abuse Prevention Week in 1999 which occurs the first full week of October. This special recognition week works to shine a light on the

many efforts that are happening in PEI to raise awareness, to educate and prevent verbal abuse. This year the week will be celebrated October 4 -11, 2015.

Present this letter to your members for their consideration of joining Verbal Abuse Prevention Canada. Membership is a supporting partnership only, non-monetary. Following their decision, please send it along with your logo to: [martell@pei.aibn.com](mailto:martell@pei.aibn.com). All supporting organization's titles and logos will be added to the "Verbal Abuse Prevention Canada" Facebook page.

<https://goo.gl/XaM6u8>

We encourage you to join PEI and establish a Verbal Abuse Prevention Week in your province. Let's go Canada!

We look forward to hearing from you so that we can work together to prevent verbal abuse!

Sincerely,

Tami Martell

Founder, President

Verbal Abuse Prevention Canada