



***Tentative Agenda for Regular
Meeting of Town Council***

Monday, February 13, 2023 @ 7:00 PM

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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
Monday, February 13, 2023 – 7:00 PM**

- 1. Call to Order/Land Acknowledgement**
- 2. Adoption of Agenda (Additions/Deletions)**
- 3. Declaration of Conflict of Interest**
- 4. Delegations, Special Speakers, and Public Input**
 - 4.1 Mayor Caseley will make presentations to Police Chief Lewie Sutherland and former Deputy Mayor Coreen Pickering.
- 5. Adoption of Previous Meeting Minutes**
 - 5.1 January 9, 2023 Regular Meeting
- 6. Business Arising from Minutes**
 - 6.1 January 9, 2023 Regular Meeting
- 7. Reports**
 - 7.1 Chief Administrative Officer Report
 - 7.2 Fire Department Report
 - 7.3 Police Department Report
 - 7.4 Development Permit Summary Report
 - 7.5 Bills List – Town
 - 7.6 Bills List - Water and Sewer Utility
 - 7.7 Consolidated Summary Income Statement
 - 7.8 Credit Union Centre Report
 - 7.9 Mayor’s Report
 - 7.10 Federation of Prince Edward Island Municipalities Report – Councillor Mann

- 7.11 Kensington and Area Chamber of Commerce Report – Councillor MacRae
- 7.12 2023 – 55 Plus Games Report – Update

- 7.13 Heart of PEI Committee – Mayor Caseley

8. New Business

8.1 **Request for Decisions**

8.1.1 RFD2023-02 - 2023 Exempt Staff Wage Increase

8.1.2 RFD2023-03 - Street Lighting Upgrades

8.1.3 RFD2023-04 - Kensington & Area Chamber of Commerce (KACC) Sponsorship Opportunity

8.2 **Other Matters**

9. Correspondence

10. Committee of the Whole (In-Camera)

10.1 *Two items, the nature of which are regulated under Section 119(d) and (e) of the Province of Prince Edward Island Municipal Government Act.*

11. Adjournment

Town of Kensington
Minutes of Regular Council Meeting
Monday, January 9, 2023
7:00 PM

Council Members Present: Mayor Rowan Caseley; Deputy Mayor Jeff Spencer
Councillors: Toombs, Gallant, Doucette, MacRae, and Mann

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

Visitors: Retired, City of Summerside Police Chief - Dave Poirier

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 to the January meeting of Kensington Town Council. Mayor Caseley acknowledged that the land on which we gather is the traditional and unceded territory of the Mi'kmaq First Nation.

2. Approval of Tentative Agenda

2.1 *Moved by Councillor Gallant, seconded by Deputy Mayor Spencer to approve the tentative agenda for the January 2023 regular meeting of Town Council with the addition of a presentation under item #4 and the addition of two in-camera items under section 119 – 1b of the Municipal Government Act. Unanimously carried.*

3. Declaration of Conflict of Interest

3.1 *Nil.*

4. Delegations / Presentations

4.1 *Chief Sutherland presented former Summerside Police Chief, Dave Poirier with a plaque of appreciation on behalf of the Kensington Police Service and a memento from the Prince Edward Island Chief's association to congratulate him on his retirement.*

5. Approval of Minutes of Previous Meeting

5.1 *Moved by Councillor Toombs, seconded by Deputy Mayor Specncer to approve the minutes from December 12, 2022, regular meeting of Town Council. Unanimously carried.*

6. Business Arising from Minutes

6.1 **December 12, 2022 Regular Meeting**

6.1.1 Councillor Gallant discussed item 8.2 regarding additional street lights throughout the Town and noted two additional areas to be added to the list.

- I. Saunders Lane & Victoria St. E.
- II. Sunset Drive between Sunset Cres. & MacLean Ave.

7. Reports

7.1 Chief Administrative Officer Report

7.1.1 *Moved by Councillor Toombs, seconded by Deputy Mayor Spencer to adopt the December 2022 CAO Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.1.2 Councillor Mann inquired about item #22 – Hurricane Fiona and if the Town would consider including the batting cages for repair following Fiona. Mr. Baker confirmed that Minor Ball was to contact the Town to add them to the Towns asset schedule but noted it has not been done at this time. Mr. Baker will continue to work with insurance to determine what can be done.

7.1.3 Councillor Gallant noted that residents appreciated the Fiona debris drop-off location and requested that the site be re-opened in the spring for further clean-up. Mayor Caseley noted that residents can contact the Town hall to schedule a drop-off as required.

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Doucette, seconded by Deputy Mayor Spencer to approve the November 2022 Fire Statistical report as prepared by Fire Chief, Rodney Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

7.3.1 *Moved by Councillor MacRae, seconded by Councillor Toombs to approve the November 2022 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

Chief Sutherland excused himself from the Council Chamber at 7:23 pm.

7.4 Development Permit Summary Report

7.4.1 *Moved by Councillor MacRae, seconded by Deputy Mayor Spencer to approve the December 2022 Development Permit Summary Report as prepared by Municipal Clerk, Kim Caseley. Unanimously carried.*

7.5 Bills List

7.5.1 *Moved by Councillor Mann, seconded by Councillor Doucette to approve the November 2022 Bills in the amount of \$296,071.73. Unanimously carried.*

7.5.2 *Moved by Councillor Toombs, seconded by Deputy Mayor Spencer to approve the November 2022 Capital Expenditures in the amount of \$1,236,328.91. Unanimously carried.*

7.5.3 *Moved by Councillor Mann, seconded by Deputy Mayor Spencer to approve the November 2022 Water & Sewer Utility Bills in the amount of \$36,409.71. Unanimously carried.*

7.6 Summary Income Statement

7.6.1 *Moved by Councillor Mann, seconded by Councillor Doucette to approve the Summary Income Statement for the month of November 2022. Unanimously carried.*

7.7 Credit Union Centre Report

7.7.1 *Moved by Councillor MacRae, seconded by Deputy Mayor Spencer to approve the Credit Union Centre report for the month of November 2022. Unanimously carried.*

7.7.2 Councillor Gallant requested that the ballfield netting and damaged dug-out be removed before the winter months. It was noted that a ladder is located behind the arena building and suggested it be taken inside.

7.7.3 Councillor Doucette inquired about the availability of a motorized option to install and remove the ballfield netting. Mayor Caseley noted that Mr. Wood has been investigating available options.

7.8 Mayor's Report

7.8.1 *Moved by Deputy Mayor Spencer, seconded by Councillor Doucette to approve the Mayor's report for the month of December 2022 as presented by Mayor Caseley. Unanimously carried.*

7.8.2 Councillor MacRae expressed her appreciation of the Holiday Dinner hosted by the Moase Family. It was a great success and well-received by the community.

7.9 Federation of PEI Municipalities (FPEIM) Report

7.9.1 Semi-Annual Meeting will be held on Saturday, January 14th.

7.10 Heart of PEI Initiative Report

7.10.1 Mayor Caseley called for a volunteer from members of Council interested in sitting on the Heart of PEI Initiative board.

7.11 Kensington Area Chamber of Commerce (KACC) Report

7.11.1 *Nil.*

7.12 2023 – 55 Plus Games

7.12.1 Councillor Gallant provided an updated financial statement for the 2022 55+ Summer Games.

7.12.2 Councillor Gallant reported that Cindy Doucette and himself would not be returning as co-chairs for the 2023 55+ Summer Games and inquired if another member of Town Council would take over as chair. Councillor Gallant also suggested that the Credit Union Centre staff could take over the games and run them with volunteers.

8. New Business

8.1 Request for Decisions

8.1.1 Share the Road Pilot Project Request

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

BE IT RESOLVED THAT Kensington Town Council authorize the CAO to develop a public consultation session to solicit feedback from interested residents/business owners to aid in Town Council's consideration of an ATV 'Share the Road' pilot project, as requested by the PEI ATV Federation.

Unanimously carried

8.2 Other Matters

8.2.1 Mayor Caseley confirmed that the 4 dual EV Charging stations are expected to be commissioned shortly.

8.2.2 Mayor Caseley noted the 2023 Canada Winter Games Flag will be flown in Town during the games.

8.2.3 The Annual Kensington-Bedford U13 Hockey Exchange will take place on January 26-30th.

8.2.4 Mayor Caseley presented a request from the 2023 Canada Winter Games committee to make a donation of two Volunteer Gifts. – *Consensus given*

8.2.5 Councillor Gallant noted large holes in the Credit Union Centre parking lot that require repair.

8.2.6 Councillor Gallant inquired about the Credit Union Centre's plan to fill ice rentals during the two weeks of 2023 Canada Winter Games / PEI March Break. Mr. Baker will confirm with Mr. Wood to evaluate what is required.

9. Correspondence

- 9.1** A letter with information on World Religion Day 2023. – *Received*
- 9.2** A letter from Chris Beauvals; Manager, Sponsorship & Revenue Generation for the 2023 Canada Winter Games requesting the Town of Kensington to reconsider their financial contributions to a higher amount.

Moved by Councillor Doucette seconded by Councillor MacRae to approve an additional \$15,000 donation to the 2023 Canada Winter Games hosted by the Province of Prince Edward Island from February 18 – March 5, 2023.

Motion carried. 5 for – 1 opposed (Toombs)

10. In-Camera (Closed session)

10.1 *Two Items under Section 119-1(b) of the Municipal Government Act.*

10.1.1 *Moved by Deputy Mayor Spencer, seconded by Councillor Gallant to enter into an In-Camera session at 8:10 pm.*

Unanimously carried.

10.1.2 *Moved by Councillor Toombs, seconded by Councillor Doucette to come out of an In-Camera session at 8:47 pm.*

Unanimously carried.

11. Adjournment

Moved by Councillor Toombs, seconded by Councillor MacRae to adjourn the meeting at 8:48 PM. Unanimously carried.

Geoff Baker,
CAO

Rowan Caseley,
Mayor

Town of Kensington

CAO's Report for Committee of Council - January 2023

Item #	Project/Task	Status
1	Official Plan and Zoning Bylaw - 5 Year Review	The draft Official Plan and Bylaw have been received. The Mayor, Municipal Clerk and CAO are currently reviewing the drafts and will provide comments back to the consultant. A meeting with Town Council will be scheduled following this review to present the documents. Councillors will have an opportunity to provide input into the updated documents at that time, which will be incorporated prior to final drafts being completed. Once the final drafts are completed, a legislatively required meeting will be scheduled to present the updated documents to the public. The current proposed schedule would see the public meeting being held in the month of March.
2	Business Park	We continue to work with prospective purchasers and providing information as required.
3	Wastewater Treatment Plant Mechanical Upgrades	The project is substantially complete. The DO lagoon sensor has been relocated and appears to be working correctly. The two junction boxes required for the extended cabling that was required to relocate the sensor was received and installed. An issue was identified with one of the air lines leaking between the blowers and the aerated lagoon. A contractor was hired to complete a repair on the line which was completed On January 18, 2021.
4	Credit Union Centre Upgrades	A meeting was held on December 13, 2022 with WSP to review the project and the public tendering requirements. Each unique project component will require separate tendering processes. We anticipate the ice plant tender to be advertised by Tuesday, January 24th and the rest being advertised shortly thereafter.
5	Street Light Review	A memo has been circulated with the tentative agenda package recommending additional street lighting for the town.
6	Woodleigh Drive Sidewalk	The Province has been informed of Town Council's desire to keep this sidewalk in its current location. Staff will evaluate the area and bring options and a recommendation to Town Council with regard to potential improvements to pedestrian and vehicle circulation in the area.
7	Outdoor Ice Hockey Rink/ Dog Park Lights	Direction has been given to proceed with the installation of additional lights at the out door ice rink and a light at the Kensington Country Store Dog Park.
8	Commercial Street/Broadway Street Intersection	Mayor Caseley and I met with the Minister of Transportation on September 22, 2022 to discuss several transportation issues throughout the town. In discussions with Provincial Department of Transportation Staff, I am informed that any work that may be completed in the vicinity of the intersection will be delayed to the 2023 construction season. It is evident that parking spaces may have to be removed to complete any required upgrades.
9	Confederation Trail Road Crossings	A lighted beacon sign has been installed at the Victoria Street East school road crossing. In a discussion with Provincial Department of Transportation staff, I am informed that they planned on installing the Victoria Street East crosswalk (near the town hall) to facilitate a confederation trail road crossing in November of this year but could not find a contractor to complete the work. I have been given a commitment that the crosswalk will be installed in the Spring of 2023. I am further informed that the Confederation Trail crossing across Broadway Street North will be installed in 2023 as well.
10	Broadway Street South Water and Sewer Main Extension Project and sidewalk installation (Broadway Street South Infrastructure Upgrades)	(I don't anticipate any further updates on this project until construction recommences in the Spring of 2023) Work on this project has ceased until the Spring of 2023. There were delays in the project associated with material sourcing/procurement and hurricane Fiona. The sidewalk portion of the project will be completed in the Spring of 2023.
11	Ford Taurus Police Interceptor	We have advertised the salvageable parts for sale and will dispose of as purchase offers are made.
12	Relocation of Town of Kensington Signs	All signs have been relocated and repaired except for the Barrett Street Sign. We have are working with a property owner further south on the Kelvin Grove road to relocate the sign to their property. The sign will be relocated as soon as possible in the Spring of 2023.
13	Electric Vehicle (EV) Chargers	All of the EV Chargers have been installed and commissioned. We are currently in the process of setting up the appropriate accounts and administration system. Staff will install signs as directed by Town Council while we wait for the proper markings to be placed on the asphalt parking stalls. Currently, the chargers can be used to charge EV's.
14	PEI ATV Federation 'Share the Road' Pilot Project Request	A public consultation session has been scheduled for March 8, 2023 at 7:00 PM at the Murray Christian Centre. The ATV Federation has agreed to provide a presentation during the session. Following the session, I will draft a complete report and recommendation to Town Council in regards to the proposed pilot project.
15	Website	A draft site plan was received before the holidays, it has been reviewed and sent back to the developer with some modifications. Staff and the developer continue to work on content for the site. We are anticipating that the website will be ready to launch early in the second quarter of 2023.
16	Dog Bylaw	Work on this was ceased in 2022 in favour of working on other projects and initiatives. The Province of PEI is in the process of updating their Dog Act (which was drafted in the 1970's) which may impact how the town proceeds with the Bylaw. Work will continue on the Bylaw as information on the updated Act is available.
17	Flag Repair and Replacement	All repair/replacement work of flagpoles has been completed. In discussions with Credit Union staff and the Mayor, it is being considered that the current flag compliment (three) at the Credit Union Centre be removed and replaced with a singular Canadian Flag. The flags at the CUC are telescopic and cannot be masted properly when required.
18	Broadway Street South Sidewalk Replacement	The tender for this project has been awarded to Curran and Briggs and will be completed in the Spring of 2023.
19	ACOA Rediscover Main Street Project	The Mainstreet project is near substantial completion. The boardwalk extension and shade pergola portion of the project has been completed. The contractor is continuing to work on the two vendor stands. Work on the town hall cenotaph was completed in early November. The summer music series improvements and programming was successfully completed in the summer of 2022. Some funds remain in the project and we are seeking ways to utilize remaining funding to help offset the cost of website content development, being primarily related to video and photographs.
20	Brookins Drive Multi-Unit Residential Development	A development permit application has been received for the development of 18 additional residential units at the end of Brookins Drive (North of the existing multi unit residential development). The application was reviewed by the Town's planning consultant and we are working with the developer to address issues related to parking, traffic circulation, waste bin location, etc.

Item #	Project/Task	Status
21	Sewer/Septic Issue - 130 Broadway Street North	A cost estimate to complete a sewer connection to this property was received in the amount of just over \$85,000. It included approximately 32 metres of sewer main extension, installation of 2 manholes, approximately 12 metres of service line and associated civil works (asphalt reinstatement, etc.). I have discussed the quote with the property owner and it was determined that any work will be delayed to 2023 to allow the Town to consider a larger water and sewer extension project into this area. Staff are reviewing this now and researching funding options for a potential 2023 project. I have had a discussion with the property owners plumber and it was determined that the current on-site septic system located on the property should be sufficiently operational for the winter months. I have committed that should there be any maintenance issues with the current septic system, that the Town would cover any associated costs.
22	Hurricane Fiona	There was considerable damage around town resulting from Hurricane Fiona. A significant number of trees around town were fallen or damaged as a result of the storm. All of the downed trees have now been cleaned up and removed and several others impacting infrastructure have been removed. In total 18 trees around the community were removed. Some of the town's buildings saw roof damage including the gazebo, freight shed, pool building, and water controls building. The town's pool had to be drained and cleaned which has been completed. There was some other damage at the CUC property including the loss of a dugout and the safety netting around the ballfield. We have maintained constant contact with our insurance company on the damages and will avail of disaster financial assistance through the province of PEI to assist in clean up activities. Public Works picked up branches and other debris that was placed curbside by residents. The public works yard was open to town residents up until October 31, 2022 to dump storm debris (leaves, branches, trees, etc.). Staff have tracked all costs associated with the hurricane and will claim to the disaster financial assistance and through insurance.
23	35 Garden Drive Sewer Issue	We have encountered several sewer back ups on this property over the past couple of months. The line was videoed on January 4, 2023 and it's apparent that the service lateral intrusion into the main line protrudes too far into the main (at least 6 inches) and is causing an interruption in the main line flow which is backing up into the home. Work to repair the intrusion will be completed in the Spring of 2023. The line will be videoed again in a month or so to ensure flow is being maintained adequately.
24	Establishment of a Part Time Fire Chief Position	I am in the process of reviewing and completing a report/recommendation to Town Council for the formal establishment of a senior level part time Fire Chief position for the Kensington Fire Department. I anticipate the report to be completed in the first quarter of 2023 to allow a new position to coincide with the beginning of the 2023/24 fiscal year. The Fire Chief is supportive of the position being created and has provided me with a detailed list of duties that can be completed through the part time position.
25	Black History Month - Flag Raising	The Black Cultural Society of Prince Edward Island has issued a request, through the Federation of Prince Edward Island Municipalities, for Municipalities to consider raising a Pan-African flag to recognize Black History Month in 2023. I have discussed this with Mayor Caseley and have been in communication with the Black Cultural Society and have confirmed that the Town would be pleased to participate. A flag raising ceremony will be scheduled between February 1st and 3rd. More information will be provided to Town Council as plans are confirmed.
26	Meeting with Kensington North Watershed Association (KNWSA)	A meeting was held on January 3, 2023 with the KNWSA in regards to tree planting on the eco-gifted property along Woodleigh Drive (vicinity of wellfield). A funding application is being developed by the KNWSA to fund the tree planting project, and if possible, a clean-up and formalization of the walking trails in the existing wooded area. Staff have contacted Environment Canada in regards to the use of the eco-gifted property to ensure that the planned work can proceed.
27	Civic Re-Numbering	We have been working with the Provincial 911 office in regards to civic numbering issues within the Town. There are a number of areas that require re-numbering under the Town's Bylaw and Provincial regulation. While, at this point in time we have no current timeline for the completion of the re-numbering, staff will continue to work with the Province and will update Town Council as information becomes available.

Kensington Fire Department
Occurrence Report 2022

Description	January	February	March	April	May	June	July	August	September	October	November	December	YTD total	% Total
Medical First Responder	3	2	5	0	2	2	3	4	5	3	2	2	33	22.15%
Motor Vehicle Accident	7	1	5	1	1	4	5	3	1	8	3		39	26.17%
Emergency Response - Fuel Spill, etc	1	0	0	0				1	2	3			7	4.70%
Fire Related														
Smoke Investigation	2	0	1	0	0	0	0	0	0	0	1	2	6	4%
Outside Fire - Brush, Grass, Utility Pole, etc.		1	0	0	1	0	1	1	2	1	0	1	8	5%
Structure Fire - House, Building, Vehicle, etc.	1	0	3	1	4	1	4	4	8	2	1	2	31	21%
Alarms	1	3	2	0	1	2	3	4	3	2	2	0	23	15%
Total Fire Related	4	4	6	1	6	3	8	9	13	5	4	5	68	
Total Incidents	15	7	16	2	9	9	16	17	21	19	9	7	147	
Mutual Aid Call Out							1			1			2	1%
Total Incidents (Including Mutual Aid Provided by KFD)	15	7	16	2	9	9	17	17	21	20	9	7	149	100%
Mutual Aid Call in														
Firefighter Attendance	13	11	13	17	13	14	15	15	13	11	13	16	14	13.67
Regular Monthly Training - No. of Firefighters		19	18	19	21	14	20		24	18	23	20	20	20
Training School/Association Meeting/Department Meeting		21	19	21	24	22	23	23	26	21	25	24	23	23
Call Area														
Kensington	3	2	5	0	2	2	5	3	5	4	5	2	38	25.50%
Malpeque CIC	4	1	1	0	4	1	7	7	4	5	2	3	39	26.17%
Zone's 1 to 5	8	4	10	2	3	6	4	7	12	10	2	2	70	46.98%
Other							1			1			2	1.34%

December 2022

The Kensington Fire Department responded to **7** calls in December and the average attendance for the fire calls was **16**. Following is the breakdown of calls:

Date	Call Details	Location	# Firefighters	# Trucks
Dec. 5 17:53 pm	Trees on fire	Darnley	14	2
Dec. 6 10:07 am	Flue fire	Hamilton	16	2
Dec. 9 11:05 am	Sight of smoke	Kensington	18	2
Dec. 16 09:30 am	Commercial accident - trapped victim	Traveller's Rest	18	3
Dec. 16 18:55 pm	Sight of smoke	Spring Valley	16	4
Dec. 20 16:28 pm	MFR	Kensington	9	1 stand down enroute
Dec. 23 06:30 am	Vehicle fire	Indian River	21	2

Dec. 2 - One fire truck participated in the Summerside Christmas parade.

Dec. 4 - Fire trucks helped with traffic control and participated in the Kensington Christmas parade.

Dec. 6 - Association meeting with 24 present.

Dec. 19 - Two trucks assisted with the Canada Winter Games torch relay.

Dec. 20 - Training was held with 20 present.

Rodney Hickey
Chief

Police Department Occurrence Report Summary 2022														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
911 Act	3	1	1		1	4			1	3	4	2	20	2.30%
Abandon Vehicle			1					1					2	0.23%
Abduction													0	0.00%
Alarms		3	6	2	2		3	2	7		1	2	28	3.22%
Animal Calls	1	1	1		1	2	3	1		3	1		14	1.61%
Arson													0	0.00%
Assault PO													0	0.00%
Assault with Weapon			1										1	0.11%
Assaults (Level 1)	1					2		1		2	1	2	9	1.03%
Assistance Calls	7	2	3	1		3	6		8	1	4	2	37	4.25%
Bank Runs	2	2	3	3	4	3	4	3	3	1	2	1	31	3.56%
Breach of Peace		1	1		1		2			1			6	0.69%
Breach of Recognizance													0	0.00%
Break and Enter (business)						1		1					2	0.23%
Break and Enter (other)							1						1	0.11%
Break and Enter (residence)					1		1		1		1		4	0.46%
Carry concealed weapon													0	0.00%
Child Pornography					1							2	3	0.34%
Child Welfare		1	1	1			1	3	1	1			9	1.03%
Coroner's Act					1				1	1	1	1	5	0.57%
Crime Prevention													0	0.00%
Criminal Harassment	1				1	2							4	0.46%
Dangerous Driving	4						1		2	3	1	1	12	1.38%
Disturbing the Peace				1			1						2	0.23%
Dog Act				1				1					2	0.23%
Driving while disqualified	1	1					2	1					5	0.57%
Drug Charges						2			1	1			4	0.46%
Excise Act													0	0.00%
Fail to Comply Probation				1	1			1					3	0.34%
Fail to comply undertaking				3						1			4	0.46%
Fail to remain at scene of accident					1		1	1	1			1	5	0.57%
Family Relations Act	1		5	3	3	2	3	1	1			3	22	2.53%
Fingerprints taken													0	0.00%

Police Department Occurrence Report Summary 2022														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Fire Prevention Act			1						1	1			3	0.34%
Firearm Act			1		1								2	0.23%
Forcible confinement												1	1	0.11%
Fraud	2	6	2	2	3		3		1		1		20	2.30%
Funeral Escorts	2	1		2	3	2	2	4	2		4	1	23	2.64%
Harrassing Communication			1	4	1	2	1						9	1.03%
Impaired Driver	1	2	1	3	3	3	2	2		2	1		20	2.30%
Information Files			4	4	3		1		2	2	2		18	2.07%
Injury Accidents													0	0.00%
Liquor Offences		1	1		1	1		1					5	0.57%
Litter Act			1										1	0.11%
Lost and Found	3	1	1	1	2	3	4	5	1		1	3	25	2.87%
Luring Minors													0	0.00%
Mental Health Act	6	1		2		1	1	3	2	4			20	2.30%
Mischief	1	1	1	3	3	2	3	4	1	2		2	23	2.64%
Motor Vehicle Accidents	4	2	2	3	1	2	4	4	2	1	2	2	29	3.33%
Motor Vehicle Act	7	6	6	8	8	4	10	6	7	4	5	2	73	8.39%
Municipal Bylaws					2	3			1	2	3	1	12	1.38%
Off Road Vehicle Act		2	1			4							7	0.80%
Other Criminal Code											1		1	0.11%
Person Reported Missing				1				1	1				3	0.34%
Possession of restricted weapon			1										1	0.11%
Property Check			1	2	1				1		1	2	8	0.92%
Resist Arrest													0	0.00%
Roadside Suspensions	1						1						2	0.23%
Robbery													0	0.00%
Sexual Assaults / Interference									1				1	0.11%
STEP (Integrated Traffic Enforcement)					1			1		1			3	0.34%
Sudden Death													0	0.00%
Suspicious Persons / Vehicle				2	4	2	4	2	2	2	1	4	23	2.64%
Theft Of Motor Vehicle							1						1	0.11%
Theft Over \$5000						1							1	0.11%
Theft Under \$5000		1	3	1		1	5	4	4	2		1	22	2.53%

Police Report December 2022

There were 2 alarm calls to report for this month.

Dec 1 @ 0747hrs – Vet Clinic, member did not attend.

Dec 14 @ 1005hrs – Maritime harness, member did not attend.

Assistance files for the month consisted of:

KPS had to serve documents for an NS police agency.

KPS had to assist with placing an ankle monitoring system.

KPS assist RCMP

Dec 10 Assist with an assault

Dec 11 Assist with a break and enter



Mailing Address:
55 Victoria Street E
PO Box 418
Kensington, PE
C0B 1M0
Tel: 902-836-3781
Fax: 902-836-3741
Email: CAO@kensington.ca
Website: www.kensington.ca

For Office Use Only	
Permit #:	02-23
Date Received:	Feb 1/23
Date Approved:	FEB 10/23
PEI Planning:	
Permit Fee: \$	100.00 <input type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 10 Imperial St Property Tax Number (PID): 79848-000
 Lot No.: _____ Subdivision Name _____ Current Zoning: Residential
 Are there any existing structures on the property?: No Yes, please describe:

Land Purchased from Grant Mann Year Purchased 2020

Location of Development		Property Size	
<input type="checkbox"/> North	<input type="checkbox"/> East	Road Frontage _____	Acreage <u>.100</u>
<input type="checkbox"/> South	<input type="checkbox"/> West	Property Depth _____	Area sq. ft. _____

2. Contact Information

Name: Cathrina Mugford Address: _____
 APPLICANT Phone: _____ Cell: _____ Kensington
 Email: _____ Postal Code: C0B 1M0

Same as Above:
 Name: _____ Address: _____
 OWNER Phone: _____ Cell: _____
 Email: _____ Postal Code: _____

Name: John McLellan Address: _____
 CONTRACTOR, ARCHITECT OR ENGINEER Phone: _____ Cell: _____ Summerside
 Email: _____ Postal Code: C1N 3A4

3. Infrastructure Components

Water Supply Municipal Private Sewage System Municipal Private

Entrance Way Permit (Department of Transportation and Infrastructure Renewal) Attached

4. Development Description

New Building Renovate Existing Addition Demolition Other _____

<input checked="" type="checkbox"/> Single Family (R1)	<input type="checkbox"/> Commercial (C1)	<input type="checkbox"/> Public Serv./Institution (PSI)	<input type="checkbox"/> Other
<input type="checkbox"/> Semi-Detached (R2)	<input type="checkbox"/> Industrial (M1)	<input type="checkbox"/> Accessory Building	
<input type="checkbox"/> Multi-Unit Res. (R3)	<input type="checkbox"/> Mini Home (RM1)	<input checked="" type="checkbox"/> Decks/Fence/Pools	

Type of Foundation	External Wall Finish	Roof Material	Chimney
<input checked="" type="checkbox"/> Poured Concrete	<input checked="" type="checkbox"/> Vinyl Siding	<input checked="" type="checkbox"/> Asphalt	<input checked="" type="checkbox"/> Brick
<input type="checkbox"/> Slab	<input type="checkbox"/> Wood Shingles	<input type="checkbox"/> Steel	<input type="checkbox"/> Prefab
<input type="checkbox"/> Pier	<input type="checkbox"/> Steel	<input type="checkbox"/> Other	<input type="checkbox"/> Other
<input type="checkbox"/> Other	<input type="checkbox"/> Other		

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
1	5	2	Width _____ Length _____

Detailed Project Description: Restoration of the property after a fire.

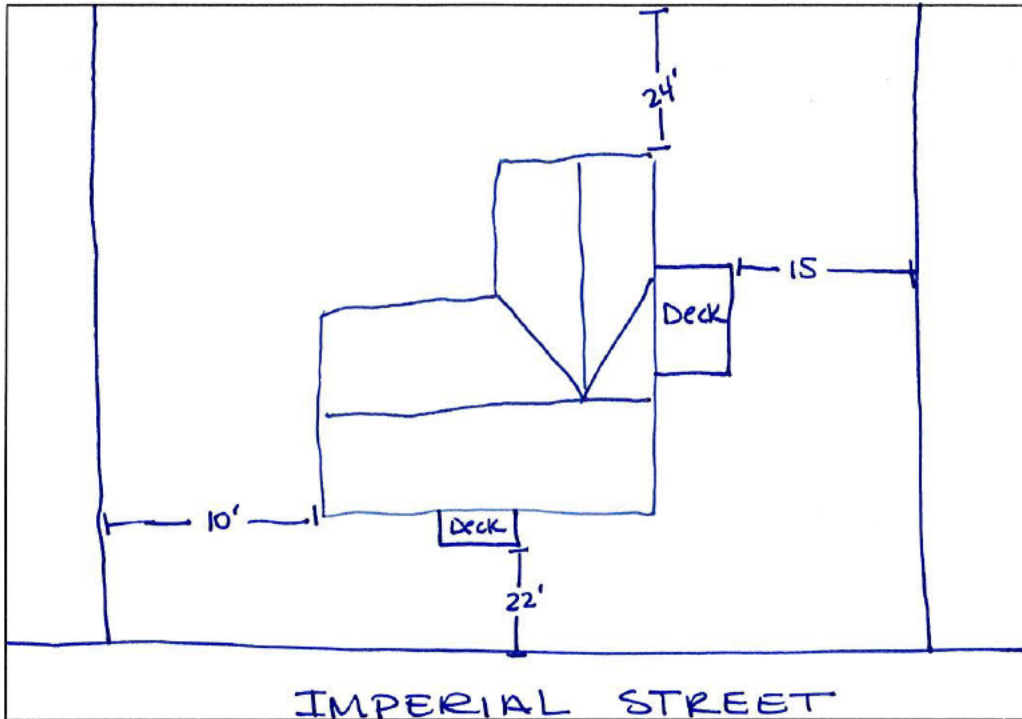
Restoring the house to existing structure. ; repairing existing deck structures.

Estimated Value of Construction (not including land cost): \$300,000

Projected Start Date: Dec 01, 2022 Projected Date of Completion: May 31, 2023

Please provide a diagram of proposed construction:

- 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.



I DO SOLEMNLY DECLARE & CERTIFY:

1. That I am the Authorized Agent of the Owner/the Owner named in the Application for a permit hereto attached.
2. That the information contained herein, the attached plans, and other included documents are true and complete and the development will be constructed or carried out in accordance with the plans and specifications as submitted.
3. Providing that the Town of Kensington and/or its agents or employees are acting in good faith in the administration of the Town Bylaws, I waive all rights of actions against Town of Kensington and/or its agents or employees in respect of any damages which may be caused through the operation of any provision(s) of its Bylaw or the revoking of a permit for any cause or irregularity or nonconformity with the Bylaw or regulations adopted by the Town of Kensington.
4. I assume responsibility for damage to any Town property including: sidewalks, curbs, streets or other infrastructure and I irrevocably agree to bear the cost of remediation repair or replacement of any Town damaged by myself or by any contractors, agents or employees working on the property which is the subject of this application to the complete satisfaction of the Town of Kensington.
5. Where services are available, properties must be serviced by municipal water and sewer in accordance with the Town of Kensington Water and Pollution Control Corporations minimum standards. I am responsible for costs associated with the connection as outlined in the IRAC (Island Regulatory and Appeals Commission) Regulations. Any connection to water or sewer must be inspected by the Town of Kensington Public Works Department and 24 hrs notice must be given and inspections must be made between the hours of 8 am and 5 pm, Monday to Friday.
6. That I know of no reason why the permit should not be granted in pursuance of the Application, and I make this declaration conscientiously believing it to be true.
7. I agree to comply with all laws of Canada, Province of Prince Edward Island, and Bylaws of the Town of Kensington pertaining to the construction/and use of the development applied for herein.
8. I understand that all Development Permits are valid for 12 months and subject to a 21-day appeal period following approval as stated under the PEI Planning Act.

Further, I realize that the payment of monies for this application does not constitute approval of a permit nor approval to commence construction. I understand and accept the conditions of the permit applied for.

Signature of Applicant

Date: Feb. 1, 2023



Mailing Address:
55 Victoria Street E
PO Box 418
Kensington, PE
C0B 1M0
Tel: 902-836-3781
Fax: 902-836-3741
Email: CAO@kensington.ca
Website: www.kensington.ca

For Office Use Only	
Permit #:	
Date Received:	
Date Approved:	
PEI Planning:	
Permit Fee: \$	<input type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 22 School Street Property Tax Number (PID): 79830-000
 Lot No.: _____ Subdivision Name _____ Current Zoning: Residential
 Are there any existing structures on the property?: No Yes, please describe:
House & Shed

Land Purchased from Naomi McInnis Year Purchased 2022

Location of Development	Property Size	
<input type="checkbox"/> North <input type="checkbox"/> East	Road Frontage _____	Acreage <u>.284</u>
<input type="checkbox"/> South <input type="checkbox"/> West	Property Depth _____	Area sq. ft. _____

see sketch provided

2. Contact Information

Name: McInnis Group (1993) Ltd Address: _____
 APPLICANT Phone: _____ Cell: _____ Summerside, PEI
 Email: _____ Postal Code: C1N 5C6

Same as Above:
 Name: _____ Address: _____
 OWNER Phone: _____ Cell: _____
 Email: _____ Postal Code: _____

Name: McInnis Group (1993) Ltd Address: _____
 CONTRACTOR, ARCHITECT OR ENGINEER Phone: _____ Cell: _____
 Email: _____ Postal Code: _____

3. Infrastructure Components

Water Supply Municipal Private Sewage System Municipal Private

Entrance Way Permit (Department of Transportation and Infrastructure Renewal) Attached

4. Development Description

New Building Renovate Existing Addition Demolition Other _____

<input checked="" type="checkbox"/> Single Family (R1)	<input type="checkbox"/> Commercial (C1)	<input type="checkbox"/> Public Serv./Institution (PSI)	<input type="checkbox"/> Other
<input type="checkbox"/> Semi-Detached (R2)	<input type="checkbox"/> Industrial (M1)	<input type="checkbox"/> Accessory Building	
<input type="checkbox"/> Multi-Unit Res. (R3)	<input type="checkbox"/> Mini Home (RM1)	<input type="checkbox"/> Decks/Fence/Pools	

Type of Foundation	External Wall Finish	Roof Material	Chimney
<input checked="" type="checkbox"/> Poured Concrete	<input checked="" type="checkbox"/> Vinyl Siding	<input checked="" type="checkbox"/> Asphalt	<input type="checkbox"/> Brick
<input type="checkbox"/> Slab	<input type="checkbox"/> Wood Shingles	<input type="checkbox"/> Steel	<input type="checkbox"/> Prefab
<input type="checkbox"/> Pier	<input type="checkbox"/> Steel	<input type="checkbox"/> Other	<input checked="" type="checkbox"/> Other <i>BRICK STOVE</i>
<input type="checkbox"/> Other	<input type="checkbox"/> Other		

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
<u>2</u>	<u>3</u>	<u>2 1/2</u>	Width _____ Length _____

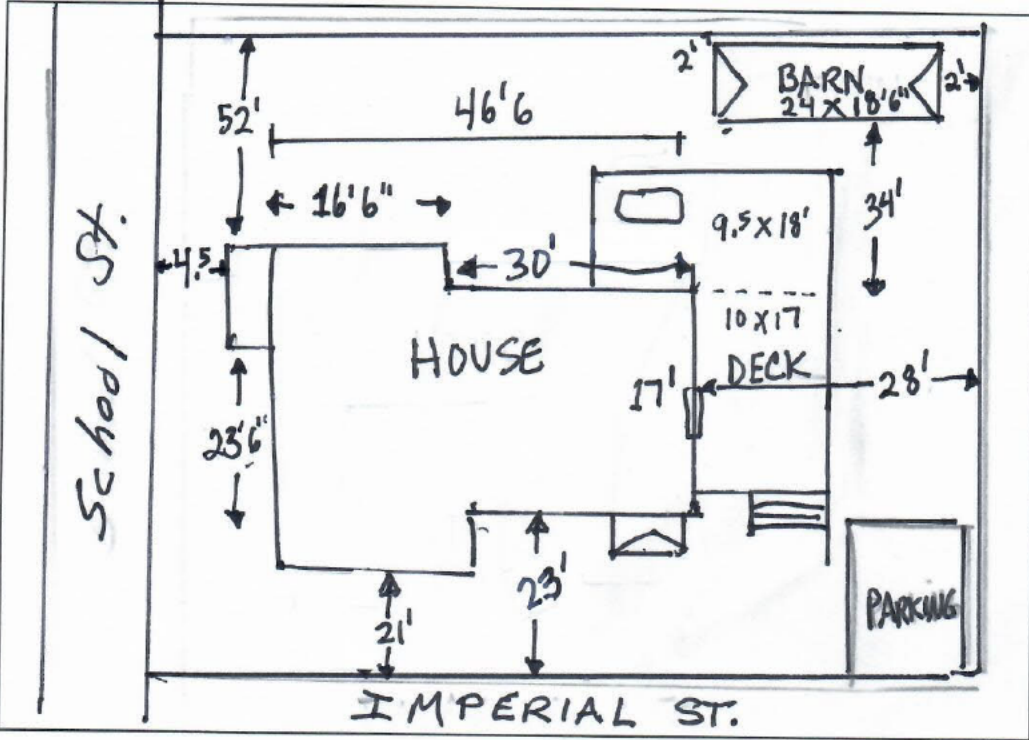
Detailed Project Description: Replaced existing windows, expanded existing deck, installed a hot tub, new electrical wiring, insulation gyprock, SAND floors, paint

Estimated Value of Construction (not including land cost): 78,000.00

Projected Start Date: _____ Projected Date of Completion: _____

Please provide a diagram of proposed construction:

- 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.



I DO SOLEMNLY DECLARE & CERTIFY:

1. That I am the Authorized Agent of the Owner/the Owner named in the Application for a permit hereto attached.
2. That the information contained herein, the attached plans, and other included documents are true and complete and the development will be constructed or carried out in accordance with the plans and specifications as submitted.
3. Providing that the Town of Kensington and/or its agents or employees are acting in good faith in the administration of the Town Bylaws, I waive all rights of actions against Town of Kensington and/or its agents or employees in respect of any damages which may be caused through the operation of any provision(s) of its Bylaw or the revoking of a permit for any cause or irregularity or nonconformity with the Bylaw or regulations adopted by the Town of Kensington.
4. I assume responsibility for damage to any Town property including: sidewalks, curbs, streets or other infrastructure and I irrevocably agree to bear the cost of remediation repair or replacement of any Town damaged by myself or by any contractors, agents or employees working on the property which is the subject of this application to the complete satisfaction of the Town of Kensington.
5. Where services are available, properties must be serviced by municipal water and sewer in accordance with the Town of Kensington Water and Pollution Control Corporations minimum standards. I am responsible for costs associated with the connection as outlined in the IRAC (Island Regulatory and Appeals Commission) Regulations. Any connection to water or sewer must be inspected by the Town of Kensington Public Works Department and 24 hrs notice must be given and inspections must be made between the hours of 8 am and 5 pm, Monday to Friday.
6. That I know of no reason why the permit should not be granted in pursuance of the Application, and I make this declaration conscientiously believing it to be true.
7. I agree to comply with all laws of Canada, Province of Prince Edward Island, and Bylaws of the Town of Kensington pertaining to the construction/and use of the development applied for herein.
8. I understand that all Development Permits are valid for 12 months and subject to a 21-day appeal period following approval as stated under the PEI Planning Act.

Further, I realize that the payment of monies for this application does not constitute approval of a permit nor approval to commence any part of the work related to this application.

Signature of Applicant: _____ Date: Feb 2/23

DEVELOPMENT PERMITS REPORT

For the period January 09, 2023 to February 10, 2023

Permit Number	Date Permit Issued	PID	Applicant's Name & Address	Telephone Number	Permit Status	Work Type	Type of Construction	Value	Estimated Start	Estimated Finish
			Property Address							
Single Family Dwelling										
02-23	02/10/2023	79848	Cathrina Mugford - [REDACTED]	[REDACTED]	Approved	Renovation	Single Family Dwelling	\$300,000.00	01/11/2023	05/31/2023
			10 Imperial Street, Kensington				Description: Restoration of existing house and deck structures following fire.			
01-23	02/06/2023	79830	McInnis Group - [REDACTED]	[REDACTED]	Approved	Renovation	Single Family Dwelling	\$78,000.00	01/02/2023	04/26/2023
			22 School Street, Kensington				Description: Renovate existing property. Windows, electrical, insulation, replacement and extension of decks.			

Sub Total: \$378,000.00

Total: \$378,000.00

Year To Date Approved Development Permits Summary Report 2023

Development Permit Category	January	February	March	April	May	June	July	August	September	October	November	December	Total
Renovation Single Family Dwelling		2											2
Total:		2											2

Total Estimated Construction Value
\$378,000.00
\$378,000.00

Town of Kensington Bills List December 2022

2023 Canada Games Host Society Inc	INV280	\$5,000.00
Happy Hookin Towing and Recovery	TRACKLESS TOW	\$172.50
Amalgamated Dairies Limited	CUC CANTEEN	\$1,071.98
Amalgamated Dairies Limited	CUC CANTEEN MILK	\$43.13
Amalgamated Dairies Limited	CUC CANTEEN MILK	\$43.13
Amalgamated Dairies Limited	CUC CANTEEN MILK	\$82.33
Amalgamated Dairies Limited	CUC CANTEEN MILK	\$37.38
ADL Foods	CUC CANTEEN FOOD	\$1,129.49
ADL Foods	CUC CANTEEN FOOD	\$678.55
ADL Foods	CUC CANTEEN FOOD	\$64.52
ADL Foods	CUC CANTEEN FOOD	\$64.52
ADL Foods	CUC CANTEEN FOOD	\$882.79
ADL Foods	CUC CANTEEN FOOD	\$680.26
Aliant	CUC RINK DECEMBER 22	\$362.73
Aliant	POLICE DECEMBER 22	\$30.48
Barry Campbell	2ND PLACE CLASSIC	\$30.00
Kensington Bedford Hockey Exchange	DEC 2022 DONATION	\$1,500.00
Betty Millar	2ND PLACE TEAMWORK	\$30.00
Bev Semple	2022 CROSSWALK	\$60.00
Bev Semple	DEC 2022 CROSSWALK	\$60.00
Bill Bryanton	406413 ROSS'S PLACE	\$512.03
Black & McDonald Limited	CUC ICE PLANT REPAIR	\$782.00
The Branch Manager	FIONA DAMAGE CLEANUP	\$6,555.00
The Branch Manager	BALLFIELD NET REMOVAL	\$270.25
Brenda Maclsaac	DEC 2022 RRSP	\$468.12
Building Blocs Home Improvements	MAJOR CRIME FILE	\$1,462.95
Building Blocs Home Improvements	TRAIN STATION DOOR REP	\$224.09
Building Blocs Home Improvements	BOARDWALK EXTENSION	\$14,546.59
C&B Corner Cafe	TORCH RELAY SOUP	\$287.50
CFCY 95.1	773-21250	\$322.00
Charlene & Ron Gill	1ST PLACE CLASSIC	\$50.00
CHLQ Charlottetown	772-9241	\$161.00

CIBC Securities Inc	DEC 2022 RRSP	\$632.64
CJRW Summerside	774-9244	\$128.80
Combat Computer Inc	COUNCIL COMPUTER	\$48.88
Combat Computer Inc	MS OFFICE RENEWAL	\$220.80
Combat Computer Inc	FITPLEX KEY FOB	\$575.00
Combat Computer Inc	COPIES	\$120.51
Copper Shore Electric	CHRISTMAS LIGHTS	\$625.22
Credit Union Financial Management	DEC 2022 RRSP	\$1,287.64
Canadian Union of Public Employees	DEC 2022 RRSP	\$841.15
Curran & Briggs Ltd	00050615 ROSS'S PLACE	\$468.92
D Alex MacDonald	POLICE SUV MAINTENANCE	\$173.51
D.W Mechanical	PW HYDRAULIC ORING	\$138.00
David Woodside	TORCH RELAY ENTERTAINMENT	\$250.00
Driveline Truck & Trailer Inc	FIRE TRUCK CORE SHIPPING	\$287.50
Eastlink	LIBRARY DECEMBER 22	\$120.69
Eastlink	CUC DECEMBER 22	\$23.00
Eastlink	CELL DECEMBER 2022	\$894.53
Eastlink	TOWH HALL DECEMBER 22	\$174.00
Eastlink	FIRE HALL DEC 22	\$118.38
Elizabeth Hubley	DEC 22 LIBRARY RENT	\$805.00
Enman's Audio Video	AUDIO SYSTEM CANADA GAMES	\$2,127.50
Family & Friends	CHRISTMAS PARTY LUNCH	\$184.82
Family & Friends	2ND PLACE WINNER	\$30.00
Frito Lay Canada	CUC CANTEEN CHIPS	\$193.68
Frito Lay Canada	CUC CANTEEN CHIPS	\$326.36
G. LeBlanc Fire Truck Repair Ltd	FIRE TRUCK REPAIR	\$591.66
G. LeBlanc Fire Truck Repair Ltd	FIRE TRUCK REPAIR	\$1,078.62
Garth Harris	1ST PLACE TEAMWORK	\$50.00
Geoff Baker	DEC 2022 MILEAGE	\$351.00
Green Diamond	97 TRACKLESS OIL	\$296.47
HMS Office Supplies Ltd	TORCH RELAY PROMOTIONAL ITEMS	\$160.54
Ideal Auto Parts Ltd	PUBLIC WORKS SHOP SUPPLIES	\$33.34
Irving Oil	319315	\$254.69
Irving Oil	939338	\$155.01

Irving Oil	340235	\$568.86
Irving Oil	745508	\$358.33
Irving Oil	652303	\$514.10
Irving Oil	646235	\$862.09
Irving Oil	847929	\$346.28
Irving Oil	46437	\$594.88
Irving Oil	45403	\$299.54
Irving Oil	43715	\$846.72
Irving Oil	337255	\$404.52
Irving Oil	636168	\$177.48
Irving Oil	626404	\$147.55
Irving Oil	440763	\$159.76
Irving Oil	928713	\$408.12
Irving Oil	25913	\$1,067.99
Irving Oil	424974	\$368.74
Irving Oil	744256	\$227.85
Irving Oil	637315	\$235.85
Irving Oil	636467	\$75.47
Irving Oil	636904	\$99.00
Irving Oil	318942	\$451.62
Irving Oil	425549	\$692.73
Irving Oil	129718	\$311.98
Irving Oil	620376	\$526.61
Irving Oil	34773947	\$536.07
Irving Oil	34794857	\$476.88
Irving Oil	34802996	\$481.57
Irving Oil	34810388	\$240.23
Irving Oil	34817313	\$323.68
Island First Aid Service	DEFIBRILLATOR PADS	\$98.84
Island First Aid Service	AED SENIOR CENTER DONATION	\$2,581.35
Island First Aid Service	KIT EXCHANGES	\$335.89
Island Petroleum	CUC FURNACE OIL	\$1,132.31
Island Petroleum	CUC FURNACE OIL	\$851.26
Island Petroleum	CUC FURNACE OIL	\$307.63

Island Petroleum	CUC FURNACE OIL	\$678.70
Island Petroleum	CUC FURNACE OIL	\$496.60
Island Petroleum	CUC FURNACE OIL	\$821.92
Island Petroleum	SENIOR CENTER FURANCE OIL	\$796.33
Island Petroleum	CUC FURNACE OIL	\$321.68
Island Petroleum	CUC FURNACE OIL	\$944.78
Island Petroleum	CUC FURNACE OIL	\$181.87
Ivan Gallant	DECEMBER 22 MILEAGE	\$58.50
Jack Spencer	NOV 2022 CROSSWALK	\$90.00
Jack Spencer	DEC 2022 CROSSWALK	\$50.00
James Gotell	FIRST AID COURSE 22	\$42.61
Jamie Perry	NOV 2022 CROSSWALK	\$220.00
Jamie Perry	DEC 2022 CROSSWALK	\$160.00
Joni Arsenault Photography	TORCH RELAY	\$600.00
Karen's Barber Shop	1ST PLACE LIGHTS	\$50.00
Kays Wholesale	CUC CANTEEN CHOCOLATE	\$911.46
Ken Fornetran	15 TORCH RELAY SOUND	\$250.00
Kensington Agricultural Services	KUBOTA WIRING REPAIR	\$80.41
Kensington Agricultural Services	CUC LAWN MOWER BALL JOINT	\$86.23
Kensington Metal Products Inc.	BOBCAT BUCKET REPAIR	\$237.12
Kensington Metal Products Inc.	INDUSTRIAL PARK SIGN REPAIR(FIONA)	\$854.21
Kent Building Supplies	OUTDOOR LIGHT TIMER	\$45.53
Kent Building Supplies	PUB DOOR PARTS	\$69.09
Kent Building Supplies	FIRE HALL WREATH	\$27.90
Ketchum Manufacturing Inc	DOG TAGS 2023	\$186.69
K'Town Auto Parts	POLICE 12V JUMP STARTER	\$304.12
K'Town Auto Parts	TRACKLESS LAMP	\$15.08
K'Town Auto Parts	KUBOTA FRONT TIRE	\$32.59
K'Town Auto Parts	TRACKLESS SCREW	\$3.15
K'Town Auto Parts	KUBOTA COTTER PIN	\$1.27
Kensington & Area Chamber of Commerce	COFFEE/FOOD DONATION	\$100.00
Lewis Sutherland	DEC 2022 RRSP	\$1,070.10
Lotus Garden Restaurant	CHRISTMAS PARTY LUNCH	\$215.57
MacAusland's Excavation Services	INV0125 SIDEWALK REPAIR	\$13,052.50

Maritime Electric	EVK POOL DEC 22	\$176.22
Maritime Electric	014034 EV CHARGERS	\$86.34
Maritime Electric	LIBRARY DECEMBER 22	\$249.87
Maritime Electric	TOWN HALL DEC 22	\$1,621.80
Maritime Electric	CUC RINK DECEMBER 22	\$10,468.31
Maritime Electric	POLICE CAMERA DEC 22	\$13.42
Maritime Electric	SPEED RADAR DEC 22	\$110.70
Maritime Electric	CAR CHARGER DEC 22	\$98.83
Maritime Electric	STREET LIGHTS DEC 22	\$2,850.49
Maritime Electric	FIRE HALL DEC 22	\$468.49
Maritime Electric	FREIGHT SHED DEC 22	\$332.28
Maritime Electric	TRAIN STATION DEC 22	\$1,119.07
Maritime Electric	SENIOR CENTER DEC 22	\$254.18
Maritime Electric	CUC SIGN DECEMBER 22	\$30.41
Maritime Electric	BALL CANTEEN DEC 22	\$28.68
Maritime Electric	PW SHOP DECEMBER 22	\$330.77
Mary's Bake Shoppe	JORDAN BDAY PIE	\$28.00
Mary's Bake Shoppe	MARY'S BAKE SHOP	\$168.75
Mary's Bake Shoppe	PARADE COOKIES	\$168.75
Mary's Bake Shoppe	SWEARING IN FOOD	\$131.10
Mary's Bake Shoppe	TORCH RELAY SWEETS	\$65.95
Malpeque Bay Credit Union	DEC 2022 RRSP	\$2,976.62
Malpeque Bay Credit Union	KIM M SEPT 2022 RRSP	\$447.20
Medacom Atlantic Inc	INV014079	\$261.63
Megan Smith	TORCH RELAY MC	\$50.00
Minister of Finance	2023 ROYAL GAZETTE	\$86.25
Minister of Finance	BULK SALT	\$1,392.56
MJS Marketing & Promotions	CHRISTMAS DECORATING CONTEST AD	\$373.75
MJS Marketing & Promotions	ELIYAHU CENTER CONGRATULATIONS	\$402.50
MJS Marketing & Promotions	MAYORS LEVEE 2022	\$799.25
Mont-Carmel Church Cemetery Fund	MEMORIAL DONATION	\$50.00
Nicholson Group Inc	00002063 FIRE LIABILITY INSURANCE	\$1,626.00
Orkin Canada	PUBLIC WORKS SHOP	\$105.46
Orkin Canada	FIRE HALL	\$31.05

Orkin Canada	TOWN HALL	\$53.02
Pepsico	20668910	\$1,257.15
Petty Cash	DEC 2022	\$635.76
Princess Auto	PUBLIC WORKS SHOP SUPPLIES	\$141.41
Princess Auto	PUBLIC WORKS SHOP SUPPLIES	\$42.51
Purolator Courier Ltd	POLICE ALCO SHIPPING	\$75.17
Richard Pellissier-Lush	TORCH RELAY HONORARIUM	\$120.00
Robert Wood	DECEMBER MILEAGE 22	\$163.80
Ronald Gallant	1ST PLACE WINNER	\$50.00
Rowan Caseley	DECEMBER MILEAGE 22	\$122.85
Saltwire Network	CHRISTMAS DECORATING CONTEST AD	\$373.75
Saltwire Network	CHRISTMAS DECORATING CONTEST AD	\$247.25
Mikes Independent	CHRISTMAS PARTY GIFT CARDS	\$100.00
Mikes Independent	PUBLIC WORKS SHOP WATER	\$11.80
Mikes Independent	STAFF PARTY PRIZES	\$180.05
Mikes Independent	TORCH RELAY	\$35.40
Mikes Independent	CEREMONY WATER	\$22.14
Mikes Independent	CUC JANITORIAL	\$36.82
Scotia Securities	DEC 2022 RRSP	\$2,066.24
Scotiabank Visa	KIDS HELP PHONE DE22	\$50.00
Scotiabank Visa	CONFEDATION BRIDGE	\$50.25
Scotiabank Visa	LOTUS GARDEN	\$215.57
Scotiabank Visa	ISLAND STONE PUB 22	\$210.86
Scotiabank Visa	JANEWAY CHILDRENS	\$50.00
Scotiabank Visa	CANADA GAMES PROMOTIONAL	\$160.54
Scotiabank Visa	TORCH RELAY GIFT CARDS	\$225.00
Scotiabank Visa	MAYOR ANNUAL FEE 22	\$75.00
Scotiabank Visa	405489 FAM & FRIENDS	\$2,369.13
Scotiabank Visa	CANADA GAME COOKIES	\$180.00
Scotiabank Visa	BLOOM HOUSE 2022	\$273.70
Scotiabank Visa	TIM HORTONS DEC 7 22	\$67.24
Scotiabank Visa	CUC HOCKEY NET PEGS	\$378.51
Scotiabank Visa	ZOOM DEC 2022	\$23.00
Sean Maclsaac	1ST PLACE TEAMWORK	\$50.00

Shelley Moase	CHRISTMAS DINNER	\$100.00
Sisters Cleaning	TOWN HALL CLEANING	\$539.70
Sisters Cleaning	TOWN HALL CLEANING	\$872.91
Sisters Cleaning	TOWN HALL CLEANING	\$809.55
Sommers Generator System	MC GENERATOR	\$1,643.93
Sommers Generator System	TOWN HALL GENERATOR	\$1,643.93
Spring Valley Building Centre Ltd	ZAMBONI PROPANE	\$91.84
Spring Valley Building Centre Ltd	ZAMBONI PROPANE	\$91.84
Spring Valley Building Centre Ltd	ZAMBONI PROPANE	\$240.22
Spring Valley Building Centre Ltd	ZAMBONI PROPANE	\$91.84
Stephen Harding	2ND PLACE WINNER	\$30.00
Stuart Brookins	2ND PLACE TEAMWORK	\$30.00
Summerside Chrysler Dodge (1984) Ltd	POL SUV TIRES	\$1,431.75
Suncor Energy Products Partnership	POLICE GAS NOV 22	\$1,059.46
GFL Environmental Services Inc	TOWN HALL GARBAGE DEC 22	\$251.85
GFL Environmental Services Inc	CUC RINK GARBAGE DEC 22	\$280.60
GFL Environmental Services Inc	PW SHOP GARBAGE DEC 22	\$224.25
GFL Environmental Services Inc	EVK POOL GARBAGE DEC 22	\$38.56
GFL Environmental Services Inc	FIRE HALL GARBAGE DEC 22	\$98.90
T & K Fire Safety Equipment Ltd	FIRE HOSE / GLOVES/ LITHIUM	\$1,980.30
Telus	DECEMBER 2022	\$1,671.42
Town of Kensington	TRAIN STATION DEC 22	\$62.68
Town of Kensington	SENIOR CENTER DEC 22	\$116.17
Town of Kensington	CUC RINK DEC 22	\$701.63
Town of Kensington	FIRE HALL DEC 22	\$156.19
Vail's Fabric Services Ltd	FLOOR MATTS DECEMBER 22	\$215.46
Wet n' Wild Car Wash	POLICE CAR WASH	\$110.00
Subtotal		<u>\$143,704.55</u>
Payroll		\$196,486.01
Subtotal Bills and Payroll		<u>\$340,190.56</u>

Capital

Combat Computer Inc	NEW COUNCIL COMPUTERS	\$6,973.07
Combat Computer Inc	NEW COUNCIL COMPUTERS	\$2,062.78
Copper Shore Electric	EV CHARGERS	\$39,100.00
Minister of Finance	340455 BARRETT ST SIDEWALK	\$107,000.85
WSP Canada Inc	1164559 VICTORIA ST SIDEWALK	\$51.75
WSP Canada Inc	1165180 BROADWAY ST W&S	\$16,551.64
WSP Canada Inc	1165168 BROADWAY ST SIDEWALK	\$414.00
WSP Canada Inc	1165172 BROADWAY ST SIDEWALK	\$319.13
WSP Canada Inc	1172892 BUSINESS PARK	\$103.50
WSP Canada Inc	1172893 SEW LAGOON	\$425.50
WSP Canada Inc	1172967 BROADWAY ST W&S	\$7,992.50
WSP Canada Inc	1163610 SEW LAGOON	\$612.38
Subtotal Capital		<u>\$181,607.10</u>
Total Bills		<u><u>\$521,797.66</u></u>

Water and Sewer Utility Bills List December 2022

Aliant	INV9388840	\$156.83
Aliant	INV9416840	\$201.67
Curran & Briggs Ltd	WATER SERVICE REPAIR	\$1,825.14
David Gallant	SEWER REFUND	\$614.19
Hansen Electric	WIND RECTIFIER	\$299.00
Hansen Electric	TURBINE CIRCUIT BOARD	\$373.75
Hansen Electric	LAGOON OXYGEN SENSOR	\$373.75
Kensington Country Store	CHLORINE	\$454.99
Maritime Electric	SEWER TREATMENT DEC 2022	\$241.38
Maritime Electric	WELL 3 DEC 22	\$656.32
Maritime Electric	SEWER LIFT DEC 22	\$137.77
Maritime Electric	PUMP 2 DEC 22	\$231.81
Maritime Electric	PUMP CONTROL DEC 22	\$302.81
Maritime Electric	PUMP 1 DEC 22	\$589.64
Maritime Electric	WATER TOWER DEC 22	\$148.96
Maritime Electric	SEWAGE PUMP DEC 22	\$89.37
Maritime Electric	LIFT STATION DEC 22	\$326.47
Minister of Finance	WATER ANALYSIS	\$276.00
Moase Plumbing & Heating	SEWER LINE REPAIR	\$138.00
Moase Plumbing & Heating	WATER SHUT OFF REPAIR	\$512.14
Scotia Tech Fluid Service	WATER METERS	\$1,244.67
Sommers Generator System	LAGOON GENERATOR	\$1,643.93
Sommers Generator System	LIFT STATION GENERATOR	\$1,644.21
Total W&S Bills		\$12,482.80

TOWN OF KENSINGTON
Income Statement Comparison of Actual to Budget for December 2022

GENERAL REVENUE	Current Month			Year to Date			Annual Budget	% Full Year
	Actual	Budget	Variance	Actual	YTD Budget	Variance		
General Revenues	\$107,414.43	\$111,803.00	-\$4,388.57	\$1,283,266.69	\$1,139,627.00	\$143,639.69	\$1,420,136.00	90%
Police Service	\$25,482.03	\$31,345.00	-\$5,862.97	\$258,262.00	\$257,228.00	\$1,034.00	\$339,618.00	76%
Town Hall Rent	\$8,495.83	\$8,500.00	-\$4.17	\$81,905.20	\$80,300.00	\$1,605.20	\$105,800.00	77%
Recreation	\$0.00	\$0.00	\$0.00	\$2,210.00	\$4,500.00	-\$2,290.00	\$4,500.00	49%
Sales of Service	\$21,510.41	\$31,125.00	-\$9,614.59	\$264,009.41	\$313,325.00	-\$49,315.59	\$412,700.00	64%
Subtotal Revenue	\$162,902.70	\$182,773.00	-\$19,870.30	\$1,889,653.30	\$1,794,980.00	\$94,673.30	\$2,282,754.00	83%
GENERAL EXPENSES								
Town Hall	\$15,939.93	\$14,601.00	\$1,338.93	\$142,622.68	\$117,948.00	\$24,674.68	\$155,930.00	91%
General Town	\$59,545.50	\$46,133.00	\$13,412.50	\$471,751.56	\$484,251.00	-\$12,499.44	\$601,802.00	78%
Police Department	\$71,050.96	\$72,422.00	-\$1,371.04	\$489,545.60	\$471,599.00	\$17,946.60	\$612,005.00	80%
Public Works	\$66,134.77	\$45,135.00	\$20,999.77	\$316,330.92	\$338,329.00	-\$21,998.08	\$439,805.00	72%
Train Station	\$4,278.60	\$5,060.00	-\$781.40	\$44,512.09	\$44,175.00	\$337.09	\$60,290.00	74%
Recreation & Park	\$10,052.82	\$3,645.00	\$6,407.82	\$109,193.37	\$97,470.00	\$11,723.37	\$106,905.00	102%
Sales of Service	\$18,725.50	\$24,264.00	-\$5,538.50	\$122,502.98	\$159,062.00	-\$36,559.02	\$207,619.00	59%
Subtotal Expenses	\$245,728.08	\$211,260.00	\$34,468.08	\$1,696,459.20	\$1,712,834.00	-\$16,374.80	\$2,184,356.00	80%
Net Income (Deficit)	-\$82,825.38	-\$28,487.00	-\$54,338.38	\$193,194.10	\$82,146.00	\$111,048.10		
Credit Union Centre								
Credit Union Centre Revenue	\$52,073.17	\$37,250.00	\$14,823.17	\$297,963.67	\$277,250.00	\$20,713.67	\$395,000.00	75%
Credit Union Centre Expenses	\$67,496.00	\$44,144.00	\$23,352.00	\$363,387.74	\$272,130.00	\$91,257.74	\$386,958.00	94%
Net Income (Deficit)	-\$15,422.83	-\$6,894.00	-\$8,528.83	-\$65,424.07	\$5,120.00	-\$70,544.07		
Fire Department								
Fire Revenues	\$23,557.00	\$23,557.00	\$0.00	\$222,013.00	\$212,013.00	\$10,000.00	\$282,684.00	79%
Fire Department Expenses	\$29,911.74	\$23,856.00	\$6,055.74	\$262,806.74	\$238,104.00	\$24,702.74	\$313,322.00	84%
Net Income (Deficit)	-\$6,354.74	-\$299.00	-\$6,055.74	-\$40,793.74	-\$26,091.00	-\$14,702.74		
Consolidated Net Income (Deficit)	-\$104,602.95	-\$35,680.00	-\$68,922.95	\$86,976.29	\$61,175.00	\$25,801.29		
							\$75,802.00	
Water and Sewer Utility								
Water & Sewer Revenue	\$56,018.56	\$56,665.00	-\$646.44	\$511,280.52	\$509,985.00	\$1,295.52	\$687,180.00	74%
Water & Sewer Expenses	\$71,417.08	\$60,134.00	\$11,283.08	\$641,357.00	\$562,906.00	\$78,451.00	\$743,308.00	86%
Water & Sewer Net Income (Deficit)	-\$15,398.52	-\$3,469.00	-\$11,929.52	-\$130,076.48	-\$52,921.00	-\$77,155.48		

TOWN OF KENSINGTON – MEMORANDUM

TO: MAYOR AND TOWN COUNCIL, CAO

FROM: ROBERT WOOD, CUC MANAGER

DATE: DECEMBER 2022

SUBJECT: DECEMBER 2022 - CREDIT UNION CENTRE REPORT

ATTACHMENT: STATISTICAL REPORT

December 2022

Fitplex

- Hours of operation are 5:00 am – 10:00 pm daily.
- Staffed Hours are Monday to Friday 4:00 pm - 8:00 pm
- Equipment was serviced and inspected.

Arena

- A number of user groups used the arena in December including 10 Kensington Minor Hockey teams, 4 Gulf Storm Hockey teams, 2 Mid Isle Matrix teams, 2 Mid Isle Wildcats female teams, 1 Western Wind U13 AAA female team, Jr. B Vipers and Major U18 Wild hockey teams. Figure Skating includes the Can-Skate program, Adult Skating Program, and 2 power skating programs in addition to their Figure skating programs. PEI Figure Skating Sectionals rented the facility and two Pickup \recreational\old-timers groups twice a week.
- In December CUC Offered Pre-school skating, adult skating, Board Hockey for Oldtimers, and family skates.
- Moose Plumbing and Heating will be sponsoring all family skates in January 2023.

- Outdoor activities include a ball hockey area and the addition of the outdoor ice surface (weather dependent). Maritime Electric has been contacted to place two additional lights on the existing poles to further light up the outdoor ice surface.
- Wild hosted 6 games in December and the Vipers hosted 1 game in December.
- Kensington-Bedford planning committee is planning on hosting Bedford the last weekend of Jan 28-29, 2023.
- In December the arena hosted U7 Jamboree, Coseley’s Classic Rec Hockey tournament, Santa Skate Sponsored by MLA Matthew MacKay, Boxing Day game with the Wild, and a goalie clinic.
- The arena’s sound system needed a new amplifier which was ordered through Enmans Audio who originally updated the system 8 years ago.
- The Christmas Parade returned to the regular route with a reception and entertainment at the Murray Christian Centre after the parade from 5:30 – 7:00 pm. The parade had 38 entries and a large crowd attended the entertainment afterward.

Kensington Cash Draw

• Dec 1	184.00
• Dec 8	182.00
• Dec 15	190.00
• Dec 22	186.00
• Dec 29	184.00
• Total	926.00

Ball Fields

- Ballfield netting was removed by Branch Manager.

Senior Center

- T&K Fire and Safety installed fire extinguishers and carbon monoxide smoke detectors for both levels.

Tennis \ Pickleball Courts KISH

- Nothing to report

Upcoming Events

- Kensington-Bedford Hockey Exchange January 27-29, 2023
- ADL Figure Skating Competition February 11, 2023
- KAFSC Ice Show March 24, 2023
- U9 Hockey Jamboree March 3, 2023
- Aaron Doyle Mardi's Gras Tournament March 31 – April 2, 2023
- Shane Cormier Memorial April 7-9, 2023



Mayor's Report to Town Council

February 13, 2023

The Mayor's Report to Town Council is an opportunity for the Mayor to provide feedback to Council, Staff, Residents, and other interested Stakeholders about activities of the Mayor on their behalf since the last Council meeting. It will include, as much as possible, a summary of information from meetings and discussions on behalf of the Town of Kensington. Any decisions to be made on behalf of the Town will be brought forward to Council for decisions.

The Mayor is the designated spokesperson for the town and communicates decisions made by Town Council. The Mayor chairs the monthly Town Council Meetings and the monthly Committee of Council meetings. All efforts are made to keep discussions and decisions transparent as we represent the town on behalf of the residents. Agenda's (along with supporting information) for Committee of Council meetings and Town Council meetings are posted on the town website on the Friday afternoon prior to the meeting. (www.kensington.ca)

Committee of Council meetings are held on the 4th Monday of each month (except July and August and December) at 6:30 pm and Town Council meetings are held on the 2nd Monday of each month at 7:00 pm. The agenda's (along with supporting information) are emailed to the County Line Courier, Journal Pioneer, CTV, and CBC on the Friday afternoon prior to the meetings.

55+ Games in 2023 – I am pleased to report that I have appointed Deputy Mayor Jeff Spencer as the Council liaison for the 55+ Games in 2023. Co-chairs for the games will be Coreen Pickering and Craig Savill. Coreen and Craig will carry out the planning in consultation with Deputy Mayor Spencer. Deputy Mayor Spencer will keep Council informed of activities and bring forward any request that require Council approval. We look forward to the 55+ games being as successful in 2023 as they were in 2022. Thank you to all three on the committee for stepping into this important community role.

2023 Canada Winter Games – Deputy Mayor Spencer, Councillor MacRae and I attended the unveiling of the gold, silver and bronze medals for the 2023 Canada Winter Games. They were designed with the Mi'kmaq Star to symbolize the unity of the indigenous people, a lighthouse to represent the 61 lighthouses across Prince Edward Island, the 2023 Games Logo as well as the Confederation Bridge to symbolize our connection to Canada. Take a close look at them if you ever get a chance to see them up close.

Deputy Mayor Spencer and I were invited to attend a 2023 Canada Winter Games sponsorship event where all sponsors were thanked and the committee identified other major sponsors who had stepped in to assist the 2023 Canada Winter Games Finance Committee come closer to meeting their financial budget for the games.

Meet the Artists – On Sunday January 20 the local artists who work and sell product out of the freight shed location at the Kensington railyards during the summer months held a "Meet the Artists" event at the Eptek Arts and Culture Centre in Summerside. It was great to be able to drop in, meet the artists and view their artistic talents.

Kensington / Bedford Friendship Hockey Weekend – Congratulations to the organizers, players, parents, billets, coaches, volunteers and sponsors for a very successful and well attended friendship hockey exchange.



This being the 55th years since the first exchange, both communities can be proud of achieving this milestone.

Black History Month – As Premier King said “February is Black History Month. It is an opportunity to learn about, celebrate and honour the achievements and contributions of Black people throughout our shared history, both in PEI and worldwide. It’s also an important reminder for us all to reflect on past events and to take stock of where systemic racism continues to exist in our communities so that we can work together to create positive change.” We were pleased to recognize Black History month this year by joining with representatives of the Black Cultural Society of Prince Edward Island and raising the Pan-African flag to be flown as we acknowledge our shared history. We had a great turnout for this event and the flag will fly until February 18 before it is replaced with the 2023 Canada Winter Games flag. Next year we would plan to fly the flag for the whole month of February.

Federation of Prince Edward Island Municipalities (FPEIM) – Thank you to Deputy Mayor Spencer and Councillors Mann and MacRae who are scheduled to join me to attend the Semi-Annual meeting of the FPEIM on Saturday Feb 11, 2023 and receive the reports and presentations. I am looking forward to the tour of the Canadian Centre for Climate Change and adaptation in St. Peter’s Bay as part of the Semi Annual Meeting.

ADL Star 1-3 Championships – Thank you to Councillor Ivan Gallant who stepped in to bring greeting to the participants and their families at the Annual ADL Star 1-3 Championship on Saturday February 11, 2023 on behalf of myself and the Town of Kensington. This event has been taking place for 39 years and we are pleased to be the host community.

Rowan Caseley, Mayor

Town of Kensington

Town of Kensington - Request for Decision

Date: February 9, 2023	Request for Decision No: 2023-02 (Office Use Only)
Topic: Exempt Staff Wage Increase - 2023	
Proposal Summary/Background: Typically, Town Council approves an annual wage increase for exempt staff (except the CAO) according to the consumer price index for PEI. As indicated by Statistics Canada, the 2022 CPI increase (December 2021 to December 2022) is 7.7%.	
Benefits: <ul style="list-style-type: none">• None Noted	
Disadvantages: <ul style="list-style-type: none">• None noted.	
Discussion/Comments: The Town's Non-Union Employee Handbook states: <ul style="list-style-type: none">• All non-union employees shall be considered for cost of living increases effective January 1st of each year according to the previous year's (December 1 of previous year to December 1 of current year) all-in consumer price index change for Prince Edward Island from the previous calendar year. Such cost-of-living increases shall be approved by Town Council and subject to budget availability.• All non-union employees will be considered for merit increases, by the CAO, effective April 1st of each year beginning one year after they commence employment in order to allow the employee to advance within their pay scale. Merit increases will only be provided where the employee has obtained a satisfactory performance appraisal form the previous fiscal year. It is recommended by the CAO and Committee of Council that Town Council approve a wage increase to exempt staff; being the Deputy Administrator, Municipal Clerk, Administrative Assistant,	

Police Chief, Deputy Police Chief, Public Works Supervisor, Credit Union Centre Manager, and Credit Union Centre Assistant Manager. The estimated cost of the proposed 7.7% increase is \$36,418.82.

Options:

1. Approve the 2023 exempt staff wage increase, as recommended.
2. Not approve the wage increase and approve an alternate amount.
3. Refer the matter back to staff.

Costs/Required Resources:

\$36,418.82

Source of Funding:

Departmental Operational Budgets

Recommendation:

It is recommended that Town Council consider and adopt the following resolution:

BE IT RESOLVED THAT Town Council authorize the Chief Administrative Officer to provide a wage increase, effective January 1, 2023, to exempt staff including the Deputy Administrator, Municipal Clerk, Administrative Assistant, Police Chief, Deputy Police Chief, Public Works Supervisor, Credit Union Centre Manager, and Credit Union Centre Assistant Manager in an amount up to 7.7%, according to the Non-Union Employee Handbook.

Town of Kensington - Request for Decision

Date: February 9, 2023	Request for Decision No: 2023-03 (Office Use Only)
Topic: Street Lighting Upgrades	
Proposal Summary/Background: <p>The placement of streetlights generally provides for and ensures a certain level of safety and security for vehicular and pedestrian traffic.</p> <p>At the December 2022 meeting of Town Council, Councillors requested that staff complete a street light review for the town. More specifically, staff were requested to review areas that were annexed inside the town during the 2021 boundary restructuring, and several other “dark” areas in the community.</p> <p>Staff surveyed the Town on the evening of Monday, January 16th. Generally the town was found to be effectively lit however some areas have been noted for improvement. A list of recommended improvements and streetlighting for newly annexed areas is being circulated with this RFD (see below). In all areas noted, 50-watt LED lighting is recommended.</p> <p>Further to the recommended lighting improvements, six streetlights were reported to Maritime Electric for repair.</p> <p>In addition to the recommended streetlighting improvements, it is recommended that Town Council consider a Street Lighting Policy to govern future lighting placement, including new development and infill areas. With Council’s direction, staff will begin to draft a Street Lighting Policy for consideration.</p>	
Benefits: <ul style="list-style-type: none">• Will provide adequate street lighting to areas annexed inside the Town in 2021.• Will provide additional lighting in areas throughout the Town which are currently underlit.• Will provide a level of additional safety and security for vehicular and pedestrian traffic.	

Disadvantages:

- None noted.

Discussion/Comments:

The current monthly cost for a single 50-watt LED streetlight is \$12.93. The Town currently has 131 - 50-watt LED streetlights installed throughout the Town at a cost of \$1,693.83 per month, plus HST. Based on the recommended additional lighting of 25 - 50-watt LED streetlights the anticipated cost increase is \$323.25 per month or \$3,879.00 annually, plus HST.

Item	Pole Number	Civic Address - Location Description	Watts	Type
1	28583	Well 3 - Wellfield	50	LED
2	28533	143 Irishtown Road	50	LED
3	28565	31 Garden Drive	50	LED
4	29435	161 Kelvin Road	50	LED
5	29470	Across road from 190 Kelvin Road	50	LED
6	29406	215 Kelvin Road	50	LED
7	178473	22 Park Road - Northwest corner of property	50	LED
8	28272	15 Andrews Drive	50	LED
9	28280	31 Andrews Drive	50	LED
10	28176	53 Andrews Drive	50	LED
11	28230	72 Andrews Drive	50	LED
12	12398	45 Pleasant Street	50	LED
13	28220	311 Old Summerside Road	50	LED
14	29520	233 Old Summerside Road	50	LED
15	29557	277 Old Summerside Road	50	LED
16	29555	265 Old Summerside Road	50	LED
17	28508	138 Route 20	50	LED
18	30300	154 Route 20	50	LED
19	28498	186 Route 20	50	LED
20	28496	208 Route 20	50	LED
21	199132	4B Maple Lane	50	LED
22	20049	12 Imperial Street	50	LED
23	30298	Wastewater Treatment Access Road	50	LED
24	30190	Wastewater Treatment Access Road	50	LED
25	30262	Wastewater Treatment Access Road	50	LED

** Bolded and italicized rows indicate newly annexed areas where streetlights do not currently exist.

Options:

1. Authorize the CAO to proceed with the streetlighting upgrades, as recommended.

2. Not authorize the CAO to proceed.
3. Refer the matter back to staff.

Costs/Required Resources:

\$3,879.00 plus HST, Annually

Source of Funding:

Public Works Operational Budget

Recommendation:

It is recommended that Town Council consider and adopt the following resolution:

BE IT RESOLVED THAT Town Council authorize the CAO to proceed with the placement of 25 additional streetlights throughout the town and in newly annexed areas, as recommended by staff.

BE IT FURTHER RESOLVED THAT the CAO be directed to draft a Street Lighting Policy for Town Council's consideration.

Town of Kensington - Request for Decision

Date: February 10, 2023	Request for Decision No: 2023-04 (Office Use Only)
Topic: Kensington & Area Chamber of Commerce (KACC) Sponsorship Opportunity	
<p>Proposal Summary/Background:</p> <p>The Kensington and Area Chamber of Commerce’s (KACC) mission is to promote and improve trade and commerce and the economic, civil, and social welfare of Kensington and surrounding areas.</p> <p>KACC has been an effective partner to the Town over the years, including the recent Heart of PEI Committee initiatives which has seen several tourism and economic development related projects completed in the Town over the past several years; murals, interpretive panels, railyards improvements, etc. The Town and KACC enjoy a mutually beneficial relationship and it is of tremendous importance that this partnership continue, with the Town advancing on new commercial and industrial growth in the new business park. It is also important that the Town provide leadership support to KACC and our local business community,</p> <p>KACC has developed a new annual corporate sponsorship program for 2023 to provide them a predictable level of funding to allow them to continue to operate effectively. They are proposing a one-time sponsorship (annually) at varying levels to their membership. A copy of their sponsorship packages and associated benefits is attached and circulated with this memo. The sponsorship levels are indicated as Bronze (\$1,000 annually), Silver (\$2,000 annually), Gold (\$3,500 annually), Platinum (\$4,000 annually), and Executive (1 available, \$5,000 annually). Each sponsorship level includes a commensurate annual benefit package.</p> <p>The Town’s current (typical) annual sponsorships with KACC includes the following:</p> <ul style="list-style-type: none">• In-Kind (rental rate subsidy, administrative support, etc.) - \$1500.00• Golf tournament - \$500.00• Golf Tournament Hole Sponsor - \$100.00• Various Event Sponsorships - \$300.00• Business Award - \$1000.00 • <u>Total Typical Sponsorship – Approximately \$3,400.00</u>	

While the level of sponsorship varies from year to year, the preceding amount is what has typically been approved by Town Council and the CAO.

Benefits:

- Will provide budget predictability for the Town and the KACC
- Will further develop the mutually beneficial relationship between the Town and KACC.
- Will provide budget stability to KACC.
- Will help ensure the sustainability of KACC.
- Will exemplify the Town's role as a leader in the local business community.
- Will show support to the local business community.

Disadvantages:

- None noted.

Discussion/Comments:

It is recommended that Town Council consider the singularly available Executive Level Sponsorship (\$5,000 annually – net increase of \$1,600), and that an agreement be considered to provide the sponsorship level for a multi-year period, similar to the sponsorship agreements currently in place with the Prince County Hospital (\$5,000 annually), IWK Hospital (\$1,000 annually), and Kids Help Phone (\$600.00 annually). This will provide budget predictability to the Town for the next 10 years, in that the sponsorship amount will be fixed for a specified period of time. Providing the Executive Level Sponsorship exemplifies the Town's role as a leader in the local and area business community and shows support to our small business community.

Benefits included at the Executive Sponsorship Level include:

- Recognition in all printed and electronic communication for event sponsored.
- Company name and link on Chamber website.
- Complimentary promotion in e-newsletters.
- Title sponsor for one morning mixer/training session.
- Hole Sponsor for Annual Golf Tournament.
- No additional membership dues to be paid during the year.
- Includes one golf team of four annual Golf Tournament.
- Two tickets to Chamber Signature Events (Business Awards Gala and Presidents AGM)
- Complimentary Advertising on Signature Events (Business Awards Gala, Golf Tournament

and Presidents Dinner).

- Event Sponsorship for Presidents Dinner.
- Small Business Week Sponsorship
- Award Sponsorship for Business Awards Gala
- Opportunity to speak at an event.
- Title Sponsor for an after-hours business mixer.
- Title Sponsor for President’s Event.

As previously indicated, the Town’s current sponsorship level is in the vicinity of \$3,400 annually, spread throughout different events and activities. It is worth noting that the typical past sponsorship level provided above does not include any specific events that the Town would typically purchase tickets for, or project related activities, such as contributions made to specific Heart of PEI initiatives and are not included in the current multi-year sponsorship opportunity.

Based upon the recommended \$5,000 annual sponsorship, this will result in an increased sponsorship from the Town of approximately \$1,600 (\$5,000 - \$1,900 (events/awards) - \$1,500 (in-kind)) annually.

The proposed sponsorship was considered and approved by Committee of Council at their regular January meeting, subject to a five-year MOU being drafted (attached to this RFD) between the Town of Kensington and KACC containing an acceptable cancellation provision.

Options:

1. Authorize the CAO to proceed with the streetlighting upgrades, as recommended.
2. Not authorize the CAO to proceed.
3. Refer the matter back to staff.

Costs/Required Resources:

\$5,000 annually.
\$3,500 cash sponsorship
\$1,500 in-kind services

Source of Funding:

General Government – Donations and Grants

Recommendation:

It is recommended that Town Council consider and adopt the following resolution:

BE IT RESOLVED THAT Town Council authorize the CAO and Mayor to enter into a sponsorship

agreement (Memorandum of Understanding) with the Kensington & Area Chamber of Commerce to provide an Executive Level Sponsorship for a 5-year period beginning in 2023 and ending in 2027, at a cost of \$5,000 annually.

Memorandum of Understanding

Dated this ____ day of _____, 2023. (the “**Effective Date**”)

BETWEEN:

Kensington & Area Chamber of Commerce
55 Victoria Street East
Kensington, PE C0B 1M0

(hereinafter “**KACC**”)

AND:

Town of Kensington
55 Victoria Street East
Kensington, PE C0B 1M0

(hereinafter “**Town**”)

The covenants of this agreement are as follows:

The Sponsorship

- 1) Annual Contribution
 - Town of Kensington agrees to provide KACC with the sum of \$3,500 in cash and \$1,500 in-kind annually as **Executive Level Sponsor**, the highest category of sponsorship.
 - Terms of payment in each year are as follows:
 - \$3,500 on or before February 1st of each year; (taxes inclusive)
- 2) In-kind services
Providing a fifty percent discount on the rent for the office space at 55 Victoria Street (Suite 16). Complimentary use of the Town Hall Boardroom for meetings and training sessions when available and such other in-kind services as may be requested and approved from time to time.

Sponsor Rights and Benefits

In exchange for this sponsorship, KACC agrees to provide the Town of Kensington with the following rights and benefits:

Events:

- Title sponsorship for a session/event –training session or morning mixer
- Annual General Meeting - 4 free tickets
- Golf Tournament - one team of 4- and one-hole sponsorship
- President's Annual Event –Title Sponsor
- Business of Excellence Awards Gala – Award Sponsor & 2 tickets
- Title Sponsor for Business After Hours Business Mixer
- Includes KACC membership

Promotions:

- Recognition in all printed and electronic communication for events sponsored
- Company logo on KACC website
- Promotions/write up in e-newsletters monthly
- Opportunity to speak at events

Term

This agreement is for a term of five years beginning on the **Effective Date** and terminating on December 31, 2027.

Renewal

Notice to extend or renew this agreement will be provided 90 days prior to expiry in 2027 by the parties. At this time, the details can be renegotiated and the Town of Kensington will be given the first right of refusal for the Executive Level sponsorship.

Cancellation

Either party may cancel this agreement by providing a minimum of six months' notice to the other party, such notice to be given prior to July 1st of any year.

Notices

Notices will be provided in writing as per the following addresses:

To: Town of Kensington

Geoff Baker, CAO
PO Box 418, 55 Victoria Street East
Kensington, PE C0B 1M0
Phone: (902) 836-3781, Email: cao@kensington.ca

To: Kensington & Area Chamber of Commerce

Julie Corbett, Executive Director
Box 234, 55 Victoria Street East
Kensington, PEI C0B 1M0
Phone: (902) 836-3209, Email: kensingtonandareachamber@gmail.com

IN WITNESS WHEREOF, the parties hereto have executed this MOU by their proper or duly authorized representatives as of the Effective date hereof.

Geoff Baker, CAO
Town of Kensington

Julie Corbett, Executive Director
Kensington & Area Chamber of Commerce

Rowan Caseley, Mayor
Town of Kensington

Tessa Roberts, President
Kensington & Area Chamber of Commerce

Dear Mayor & Counsellors,

Thank you so very
much for your donation
to Kensington United Church,
made in memory of Peggy.

We are so grateful for
your kindness and
generosity.

During a time
like this
we realize how much
our friends and relatives
really mean
to us....

Your expression
of sympathy will always
be remembered

Sincerely,
The family of
Peggy Clark



This February your donation to Heart & Stroke will be MATCHED. Don't miss this opportunity to DOUBLE YOUR IMPACT!

Town Of Kensington
Po Box 418
Kensington, PE C0B 1M0

February 2023

Dear Friend,

Your generous support of vital research has touched families across Canada. You have helped save lives, improve quality of life, and ensure fewer people are affected by heart disease and stroke. Thank you!

Donors like you are at the core of every life-saving breakthrough made. But we still have work to do. Today, more than 3.5 million people across the country of all ages, ethnicities and genders are living with heart disease, stroke and vascular cognitive impairment.

Women make up just over half of Canada's population. But urgent gaps in research, diagnosis and care are putting women's hearts and brains at risk.

And the results are heartbreaking:

- More than half of women who experience a heart attack have their symptoms go unrecognized.
- They're less likely than men to receive the treatments and medications they need.
- And women who experience stroke, heart attack or heart failure are more likely to die as a result.

There has been progress in women's heart and brain health but much more needs to be done to ensure women dealing with heart disease and stroke get the care they need — care that is sex- and gender-appropriate, culturally sensitive and equitable.

That's why we're proud to partner with Canadian Pacific (CP). Together, we are committed to saving lives by advancing heart and brain health in Canada. During Heart Month in February, CP is striving to make DOUBLE the difference by generously matching all donations — up to \$250,000*!

(over, please)

* From February 1 to March 31, 2023 our generous partner CP will be matching donations until their gift of \$250,000 is reached.

Please return the **DOUBLE gift research voucher** along with your donation and the reply form below in the postage-paid envelope provided.

YES! I want to **DOUBLE** my impact and save lives! Enclosed is my gift of:

Your Gift Of:	Is Worth (when doubled):
<input type="checkbox"/> \$50	\$100
<input type="checkbox"/> \$75	\$150
<input type="checkbox"/> \$100	\$200
<input type="checkbox"/> Other \$	Doubles

*Please give by
March 31, 2023!*

Toll Free: 1-877-882-2582
Email: donorinfo@heartandstroke.ca



Charitable Registration Number
10684-6942 RR0001

Receipts will be sent via email.

EMAIL _____

- I have included Heart & Stroke in my Will.
- Please send me information about making a gift in my Will.
- Please do not share my name with other organizations.
- I would like a receipt for gifts under \$20. (Enter email above)

I have enclosed my cheque, payable to **Heart and Stroke Foundation**
 Please charge my gift to: Visa MasterCard AmEx

CARD #										EXPIRY	

SIGNATURE _____
www.heartandstroke.ca/donors
 Online ID number: 530 356 005 4805
 1-877-882-2582

Town Of Kensington
Po Box 418
Kensington PE C0B 1M0

8-13308999

530 356 005 4805 23-H4RZDMP-AGAAQ-V1





Kensington Skating Club

Town of Kensington
PO Box 494
KensingtonPEI
COB 1M0

Dear Rowan

A true Island tradition! Each year, skating clubs from across PEI hold an annual ice show allowing skaters young and old to demonstrate their accomplishments and skills attained throughout the season. For over half a century our club has taken great pride in creating and delivering a show that engages skaters, their families, friends and our community.

This year's edition of our ice show will take place at the Credit Union Centre in Kensington on March 24. Our committee is working hard to identify ways to make our show even more special than the year before. We do this by coming up with a creative set design, unique costumes, engaging music and like many years, we invite special guest skaters to perform.

To ensure that our 2023 ice show is as successful as possible, we must rely on donations from generous community supporters like you. Your support will provide our committee with the funds needed to acquire items such as props, music, lighting and costumes as well as pay for services such as printing tickets and programs.

On behalf of the Kensington Skating Club, I would like to invite you to support our event again by joining our team of sponsors. With your support, we will be able to ensure that the 55th edition of our ice show will be magical. Thank you again for your generous donation of \$500.00 last year.

Sponsor Type	Cost	Ice Show Program Advertisement
Skating Friend	Up to \$199	Business Card
Steel Blade	\$200 - \$499	¼ page
Silver Blade	\$500 - \$749	½ page
Gold Blade	\$750 & Above	Full page

On behalf of the over 100 skaters, coaches and volunteers who make up the Kensington Skating Club, thank-you for considering this opportunity to support our show. To confirm your level of support or for more information, please feel to contact me at (902) 439-8942 or kafsc@hotmail.com.

Sincerely,

Susan Murphy

Susan Murphy,
Kensington Skating Club

Feb 8th, 2023

Mayor Caseley and Council;

I wish to inform you that I was selected to take part and attend an exciting program with GMIST (Gros Mourné Institute for Sustainable Tourism). The program is called "ACTivate". The ACTivate (Activating Community Tourism) program is an exciting collaboration between GMIST and The Coady Institute at St. Francis Xavier University that will support community change leaders who wish to learn how to apply a citizen-led approach to community development.

This program starts this month and is a 5 month commitment with mostly online learning sessions and 1 week in Rocky Harbour, NL, with 35 like minded community leaders from around the maritimes. This program is aimed at proactive learners who wish to explore the strengths in their communities as opposed to focusing on the deficiencies. And, most importantly, the program will introduce ways to activate those strengths to create strong and resilient communities.

Working with their fellow change agents, participants in this program will begin to discover their core story and apply learned principles, practices and tools that support citizen led initiatives. We will challenge the "conventional approach" to community development. As a community change agent, you will rethink how you engage your fellow citizens in community-based initiatives.

The focus of my application is to explore the need for a "Youth Development Center" for our town and surrounding areas, that our youth can enjoy.

My reason for starting this venture was due to the ongoing concerns and remarks I received from residents, during my time as a Town Councilor. I want to assure you as well, that it is not my intention to create a "Drop In/Off" center. I foresee the center will be a supervised space, with an Executive Director, where they will create programming for youth of all school ages. Yes, I would like for youth to feel welcome to come and hang out even if they are not taking part in a programmed event, but they will be supervised.

This is essentially a citizen-led venture on my part, but I will over the next few months, meet with several demographics in our area, to help with my progress. I plan to meet with youth, church communities, school officials, Town of Kensington Councilors, and other leaders within our area to gain a sense of what we need within the center, for our youth.

I look forward to your engagement, and hope to chat with you all individually over the next few months. If you would like to reach out first to ask any questions, please do not hesitate in doing so.

Coreen Pickering,
Resident,
Town of Kensington

cao@kensington.ca

From: Don Reid <message@e2rm.com>
Sent: Thursday, February 9, 2023 7:19 PM
To: cao@kensington.ca
Subject: I'm walking in the Coldest Night of the Year - please donate!



A little walk for a big problem!

On **February 11**, I'm walking in the **Coldest Night of the Year** - a winter fundraiser for people in my community who need my support.

I'm walking for maybe an hour or two at most - a little walk, really - but it's a big deal for the people we're supporting. Would you support my walk with a personal donation?

Click the link below to make a donation on my personal fundraising page.

<https://secure.e2rm.com/registant/FundraisingPage.aspx?registrationID=5172125&langPref=en-CA>

Thanks very much!
Don

My Fundraising Progress

I've raised 41% of my goal!



Raised: \$820

5 Sponsors

Goal: \$2,000

Contact the CNOY Team:

1.877.743.3413 | [Email](#) | [Contact](#) | [Facebook](#) | [Instagram](#)

*The Coldest Night of the Year is operated by Blue Sea Foundation
(CRA #819882655RR0001)*

Explore Everything to “Love” about Prince Edward Island!



Central Coastal Region

ADVERTISING OPPORTUNITY FOR 2023!

2023/2024 Tour Map Advertising Opportunities

The Central Coastal Tourism Partnership tour map for 2023/2024 is an insider’s guide for things to see and do, places to stay and places to eat in central PEI ~ **yes, it is good for 2 years!** All members will receive a mention (text) in our tour map. This advertising opportunity is above and beyond that!

With 10,000 English and 5,000 French copies being printed, it will be found in every location possible – from cottages to hotel rooms; gas stations to Visitor Information Centres – always at the fingertips of visitors and Islanders alike. This will be the regional fulfillment piece sent from Tourism PEI’s provincial distribution.

Only 17 advertising spaces are available.
Advertising space is very limited, so book now and don’t be disappointed!
This will be a first-come first-serve basis.

2023 Online Advertisements

We are offering advertising space on our website ~ **only 3 spots available!** It is a cost-effective way to reach a targeted audience. Operators can use the site as an advertising medium and place promotional messages for one year on the centralcoastpei.com website.

Booking deadline: February 22, 2023

Guaranteed placement payment deadline: February 28, 2023

Materials deadline: March 8, 2023

Space is limited, so book early!

Contact Donna MacKinnon at donna@technomediapei.com to reserve your spot. With the limited number of spaces available, and anticipated interest in this promotion, ad bookings are only going to be received by email. This will ensure it is a first-come, first-serve process as the emails will be dated and timed. All tour map and online web ads will be confirmed with a signed contract and payment.

If payment is not received by February 28, 2023, your ad placement is not guaranteed.

Contact Donna at donna@technomediapei.com

Explore Everything to “Love” about Prince Edward Island!

2023 Specifications

TOUR MAP: All advertisements are to be supplied electronically in both English and French as print quality PDF or Adobe Illustrator. All fonts must be converted to paths or curves. Advertisers will be contacted for missing files or ads supplied in the wrong format. It is the advertisers responsibility to ensure that all information supplied is accurate. All production and graphics costs are the responsibility of the advertiser. Central Coastal Tourism Partnership Inc. (CCTP) is not responsible for the colour of ads printed within acceptable printer standards. Please email all ads to donna@technomediapei.com.

TechnoMedia and the CCTP are not liable for advertising not placed because ads or revised ads were received after provided deadlines.

Booking deadline: February 22, 2023

Guaranteed placement payment deadline: February 28, 2023

Materials deadline: March 8, 2023

Tour Map Rates & Specs:

	Member	Non-Member
Ad size (2.3” wide x 3.5” high)	\$450.00	\$540.00
Back cover	\$2,000.00	\$2,400.00
Graphic Design Services from TechnoMedia for Map ads*	\$150.00	\$175.00

Online Ad Rates & Specs:

	Member	Non-Member
(728px wide x 90px high) Home page (only 3 spots available) For one year starting April 1, 2023	\$750.00	\$900.00
Graphic Design Services from TechnoMedia for online ads*	\$150.00	\$175.00

- English ad must be purchased to receive placement on the French website
- Add \$100 to appear on both English and French website
- Graphic Design Services will be invoiced separately from TechnoMedia

Booking deadline: February 22, 2023

Guaranteed placement payment deadline: February 28, 2023

Materials deadline: March 8, 2023



Advertiser: _____

Address: _____

Contact: _____

Phone: _____ Email: _____

Order Date: _____ Signature: _____

TOUR MAP:

<input type="checkbox"/> Map (16 spaces)	Member:	Non-Member:	_____
	\$450.00	\$540.00	
<input type="checkbox"/> Back Cover	\$2,000.00	\$2,400.00	_____

ONLINE ADS:

<input type="checkbox"/> Home Page	Member:	Non-Member:	_____
	\$750.00	\$900.00	
<input type="checkbox"/> French additional to above	\$100.00	\$120.00	_____

SOLD OUT!

Subtotal	\$	_____
HST (15%)	\$	_____
Total	\$	_____

- Payment by cheque to Central Coastal Tourism Partnership Inc., Unit 1, 7591 Cawnpore Lane RR#2, Hunter River, PE COA 1N0
- Payment with credit card, please call Donna at 902-368-3043
- Payment by e-Transfer to donna@technomediapei.com
- Contract to be emailed to donna@technomediapei.com
- Invoice will be emailed upon receipt of contract
- Payment is required to confirm the booking

This order will be confirmed upon receipt of a signed copy of this Advertising Contract and arrangements made for payment. A signed copy is accepted on the understanding that the advertiser assumes full liability for the advertising space. Cancellations or changes requested after the order deadline cannot be guaranteed. Unless specifically stated, graphic and production costs are not included in the advertising rates and final material is the responsibility of the advertiser. All orders must be accompanied by a signed contract. The acceptance or execution of an order is subject to the approval of the Central Coastal Tourism Partnership and advertising copy subject to the approval of the Publisher. The Publisher reserves the right to refuse any material deemed by the Publisher to be unsuitable. All contracts are accepted on the understanding that the Advertiser assumes full liability for all advertising submitted and printed. Publisher is not liable for delays in delivery and/or non-delivery event of Acts of God, action by any government or quasi-governmental entity, fire, flood, insurrection, riot, explosion, embargo, strikes, whether legal or illegal, labour or material shortage, transportation interruption of any kind, work slowdown, or any condition beyond the control of the Publisher, affecting production or delivery in any manner. The liability of the Publisher for any error which it may be held legally responsible will not exceed the cost of the advertising space. The Publisher specifically assumes no responsibility for any error caused as a result of orders or final material received after published deadlines. All rates quoted as net, non-commissionable. Cancellations will not be accepted after March 8, 2023. The Publisher does not guarantee placement.