



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

***November 9, 2015***

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

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

Town of Kensington  
Regular Meeting of Town Council  
November 9, 2015

*Commencing at 7:00 PM*

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

Presiding:               Mayor Rowan Caseley

**ITEM 2:                   APPROVAL OF TENTATIVE AGENDA**

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

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

Action:                 Members of Town Council who believe they may have a conflict of interest on any matter that will be discussed at this meeting should declare that potential conflict at this time, withdraw at the time of discussion and vacate the Council Chambers during deliberation and decision.

**ITEM 4:                   DELEGATIONS/PRESENTATIONS**

Action:                 Presentation and Questions.

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

Background:            The draft minutes of the October 13, 2015 regular meeting of Town Council are included in the tentative agenda package for review.

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

**ITEM 6:                   BUSINESS ARISING FROM MINUTES**

Action:                 Questions or clarifications.

**ITEM 7:                   COMMITTEE REPORTS**

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

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

7.1 Public Safety Committee – Councillor David Doucette

7.2 Community Services Committee – Councillor Jeff Spencer

7.3 Wellness and Culture Committee – Councillor Coreen Pickering

7.4 Finance and Administration Committee – Deputy Mayor Rodney Mann

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

Action: Reports and follow-up questions or discussion.

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

Background: Town Council's representative on the FPEIM Board of Directors, Chamber of Commerce Board of Directors, Heritage Library Board of Directors, Kensington North Watershed Association Board of Directors and any other relevant Boards or Commissions may be called upon by the Mayor to deliver a verbal report. The CAO may also be called upon to provide information/reports to Town Councillors as may be required.

Action: Comments/Questions

#### **ITEM 9 CORRESPONDENCE**

#### **ITEM 10: OTHER MATTERS AND/OR ADJOURNMENT**

**Town of Kensington  
Minutes of Regular Council Meeting  
Tuesday, October 13, 2015  
7:00 PM**

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

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

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**1. Calling of Meeting to Order**

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

**2. Approval of Tentative Agenda**

**2.1** *Moved by Councillor Mill, seconded by Councillor MacLean to approve the tentative agenda for the October 13, 2015 regular meeting of Town Council. Unanimously carried.*

**3. Declaration of Conflict of Interest**

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

**4. Delegations / Presentations**

**4.1** Nil

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

**5.1** *Moved by Councillor Doucette, seconded by Councillor Pickering to approve the minutes from the September 14, 2015 regular meeting of Town Council. Unanimously carried.*

**6. Business Arising from Minutes**

**6.1** Regular Council Meeting September 14, 2015 - Nil.

**7. Committee Reports**

**7.1** Public Safety Committee

- 7.1.1 *Moved by Councillor Doucette, seconded by Councillor Spencer to adopt the September 2015 Public Safety Committee Report as presented by Councillor Doucette. Unanimously carried.*
- 7.1.2 *Moved by Councillor Doucette, seconded by Councillor Spencer to adopt the September 2015 Fire Chiefs Report as prepared by Fire Chief Sudsbury. Unanimously carried.*
- 7.1.3 *Moved by Councillor Doucette, seconded by Councillor Spencer to approve the September 2015 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*
- 7.14 *Moved by Councillor Doucette, seconded by Councillor Spencer to approve the stealth style markings on the new police vehicle. Unanimously carried.*

## **7.2 Community Services Committee**

- 7.2.1 *Moved by Councillor Spencer, seconded by Councillor Doucette to approve the September 2015 Community Services Committee report as presented by Councillor Spencer. Unanimously carried.*
- 7.2.2 *Moved by Councillor Spencer, seconded by Councillor Mill to approve the Building Permit Summary Report for September 2015. Unanimously carried.*
- 7.2.3 *Moved by Councillor Spencer, seconded by Councillor Pickering THAT Town Council approve a subdivision of PID # 1015148, being lands of Andrew R. Morrison located along Barrett Street, into 2 separate parcels, being lots 9E and 9W, as per drawing no. 151-11143-S01, drawn by WSP. Unanimously carried.*
- 7.2.4 *Moved by Councillor Spencer, seconded by Councillor MacLean THAT Town Council direct Chief Administrative Officer, Geoff Baker, to initiate an Amendment process to amend Section 4.37 (2)(b) of the Town of Kensington Zoning and Subdivision Control Bylaw to remove the specification of a masonry wall as the specific form of separation between two attached dwelling units, and instead require construction of the firewall based on the National Building Code and National Fire Code regulations. Unanimously carried.*

## **7.3 Wellness and Culture Committee**

- 7.3.1 *Moved by Councillor Pickering, seconded by Councillor Doucette to approve the September 2015 Wellness and Culture Committee report as prepared by Councillor Pickering. Unanimously carried.*

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

**7.4.1** *Moved by Deputy Mayor Mann, seconded by Councillor Spencer to adopt the Finance and Administration Committee report for the month of September 2015, as presented by Deputy Mayor Mann. Unanimously carried.*

**7.4.2** *Moved by Deputy Mayor Mann, seconded by Councillor MacLean to approve the payment of bills in the amount of \$163,897.22 for the month of September 2015. Unanimously carried*

**7.4.3** *Moved by Deputy Mayor Mann, seconded by Councillor Spencer to approve the September 2015 Summary Income Statement as presented by Deputy Mayor Mann. Unanimously carried.*

**7.4.4** *Moved by Deputy Mayor Mann, seconded by Councillor Spencer*

*WHEREAS the Town of Kensington will require a Municipal Audit to be completed in fiscal years 2015, 2016 & 2017;*

*AND WHEREAS the Town of Kensington has issued a Request for Proposals through public invitation to eight firms;*

*AND WHEREAS the proposals were evaluated by staff against the terms of reference provided in the RFP for auditing and professional accounting services;*

*BE IT RESOLVED that the Town of Kensington award the contract for Municipal Auditing services for fiscal years 2015, 2016 and 2017 to Arsenault Best Cameron Ellis Chartered Accountants as per their proposal dated October 1, 2015 in the amount of \$9900.00 plus applicable taxes escalating by no more than inflation thereafter.*

*Unanimously carried.*

**7.4.5** *Moved by Deputy Mayor Mann, seconded by Councillor MacLean*

*WHEREAS S. 43 of the Municipalities Act, R.S.P.E.I., Cap. M-13, Prince Edward Island authorizes a Council to borrow money for certain purposes;*

*AND WHEREAS the Town of Kensington will require bridge financing to complete the Capital Investment Plan projects to be completed in 2015 & 2016;*

*AND WHEREAS the total cost of all projects is estimated to be \$2,679,948.42 broken down as follows: \$316,781.25 from the Municipal Strategic Component of the New Gas Tax Fund; \$703,740.00 from the Town of Kensington's direct allocation under the Gas Tax Fund; and*

*\$690,057.17 from the Town's own revenue sources; \$35,000.00 from the Provincial Infrastructure Fund and \$934,370.00 from the Building Canada Fund;*

*AND WHEREAS the Town has received \$200,742.00 of the DA – Gas Tax funding to date and will receive an additional \$502,998.00 over the next 3 years and will need to expend these funds in year 2015 & 2016 to complete the CIP projects;*

*BE IT RESOLVED that the Town of Kensington be empowered to borrow up to \$502,998.00 from the Scotiabank repayable in full by Town Council over an amortization period not to exceed 3 years at a floating rate of interest payable monthly with 3 annual lump sum payment payable no later Dec 30 of each year, representing the proceeds of the 2016-2018 Direct Allocation- Gas Tax funding.*

*Unanimously carried.*

**7.4.6** *Moved by Deputy Mayor Mann, seconded by Councillor Doucette*

*BE IT RESOLVED that Town Council authorize staff to submit an application to the Island Regulatory Appeals Commission for a 1.5% per year rate increase for water and a 3% per year rate increase for sewer over a five year period commencing January 1, 2016.*

*Unanimously carried.*

**7.4.7** *Moved by Deputy Mayor Mann, seconded by Councillor Doucette*

*BE IT RESOLVED that Town Council approve an annual sponsorship to Kensington Meals on Wheels in the amount of \$1,200.00.*

*Unanimously carried.*

**7.4.8** *Moved by Deputy Mayor Mann, seconded by Councillor Mill*

*BE IT RESOLVED that Town Council accept the quote from Capital T Electric for \$4,420.70 plus HST for the installation of four (4) electronic speed radar signs.*

*Unanimously carried*

**7.5** **Mayor's Report**

**7.5.1** *Moved by Deputy Mayor Mann, seconded by Councillor Pickering to approve the Mayors report for the month of September 2015 as presented by Mayor Caseley. Unanimously carried.*

## **8. Council Representative Reports**

- 8.1** Deputy Mayor Mann reported that the Federation of Prince Edward Island Municipalities (FPEIM) Semi Annual Meeting will be held on November 14, 2015 at the Tignish Legion. Council members wishing to attend should RSVP with Wendy MacKinnon.

There are several open board positions for the FPEIM and the nomination process is currently open.

- 8.2** Deputy Mayor Mann reported on the Kensington Area Chamber of Commerce:

**8.2.1** The recent mixer hosted by the Haunted Mansion had a successful turnout.

**8.2.2** An All Candidates Meeting was held on October 6, 2015 with all local federal candidates. A video of the event is available on YouTube.

**8.2.3** On November 18, 2015 the Chamber will host the Annual Business Awards Gala. Members of Council wishing to attend should RSVP with Wendy MacKinnon.

- 8.3** Mayor Caseley reported that the Kensington Heritage Library Committee has been restructured and any and all issues will from hereon be presented and dealt with through the Community Services Committee and Town Council..

## **9. Annexation of Lands of Matthew Gallant and Joni Albert Pid No. 465708-000**

- 9.1** *Moved by Councillor Spencer, seconded by Councillor MacLean*

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

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

*BE IT RESOLVED that the Town of Kensington, in accordance with Section 12 of the Municipalities Act, Province of Prince Edward Island, formally apply to the Minister for annexation of lands as identified herein and as shown in the attached GIS documentation shown in the Province's Geolinc database.*

*Unanimously carried.*

## **10. Woodleigh Drive Sidewalk Replacement/School Street Paving – 2015 Capital Investment Plan**

- 10.1** *Moved by Councillor Spencer, seconded by Councillor Mill,*

*WHEREAS tender documents were issued on September 21, 2015 for the completion of the Woodleigh Drive Sidewalk/School Street Paving project;*



*AND WHEREAS one tender was received from Curran and Briggs Ltd. in the amount of \$324, 950.00 including HST;*

*AND WHEREAS Curran and Briggs are capable in all respects to complete the required work;*

*BE IT RESOLVED that the contract for the completion of the Woodleigh Drive Sidewalk/School Street Paving project be awarded to Curran and Briggs Ltd. as per their tender dated October 5, 2015 in the amount of \$324,950.00 including HST.*

*Unanimously carried.*

**11. Railyards Property Lease Agreement Amendment**

**11.1 Moved by Deputy Mayor Mann, seconded by Councillor Spencer.**

*WHEREAS Beach Light Holdings Ltd. are in the process of acquiring the leasing rights to certain Kensington Railyards properties;*

*AND WHEREAS Kensington Town Council has previously approved the transfer of the aforementioned leasing rights;*

*AND WHEREAS a request has been received from Beach Light Holdings Ltd. to amend the original lease agreement to include a 50 year lease term effective September 14, 2015 and ending on September 13, 2065;*

*BE IT RESOLVED that Kensington Town Council approve a lease amendment between the Town of Kensington and Beach Light Holdings Ltd. to facilitate the re-starting of the lease term effective September 14, 2015 and ending on September 13, 2065;*

*BE IT FURTHER RESOLVED that the Chief Administrative Officer and the Mayor be authorized to execute on behalf of the Town of Kensington the Lease Amending Agreement and the Notice of Amended Lease.*

*Unanimously carried.*

**12. Correspondence**

**12.1** An email from Vicki Smith thanking Mayor Caseley and the Town for sending her a copy of the 2014 commemorative booklet and calendars.

**12.2** A letter from the Team PEI – Special Olympics requesting financial support for the 2016 Summer Games.

*Moved by Councillor Pickering, seconded by Councillor Mill to approve a*

***\$150.00 competition uniform donation to Team PEI – Special Olympics.  
Unanimously carried.***

**12.3** KISH Newsletters from September and October

**12.4** A request for sponsorship from the Kensington Wild Hockey Club requesting the town to continue their annual sponsorship of \$750.00.

***Moved by Councillor Spencer, seconded by Councillor Mill to approve a Player Sponsorship for the Kensington Wild Hockey Team in the amount of \$750.00.  
Unanimously carried.***

**12.5** A sponsorship request from the Kensington & Area Chamber of Commerce. Council discussed their current contributions to the Chamber and declined further sponsorship at this time.

**13. Adjournment**

***Moved by Councillor Spencer, seconded by Councillor Doucette to adjourn the meeting at 8:02 PM. Unanimously carried.***

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Wendy MacKinnon,  
Deputy Administrator

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Rowan Caseley,  
Mayor

**TOWN OF KENSINGTON**  
**Public Safety Committee Report**  
**Tuesday, Nov 3, 2015**  
**6:30 PM**

**Committee Members Present:** Chair, Councillor David Doucette, Mayor Rowan Caseley Councillors  
Jeff Spencer Coreen Pickering

**Staff Members Present:** Chief Administrative Officer, Geoff Baker, Chief Lewis Sutherland  
Deputy Fire Chief Rodney Hickey

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

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

**2. Declaration of Conflict of Interest**

- 2.1 No declarations of conflict of interest were made.

**3. Delegations/Presentations**

- 3.1 Nil

**4. Fire Services**

- 4.1 The monthly fire department statistical report was reviewed by the committee. The statistical report will be motioned for approval following the delivery of this report.

**5. Emergency Measures**

- 5.1 Nil

**6. Police Services**

- 6.1 The monthly police statistical report was reviewed by the committee. The statistical report will be motioned for approval following the delivery of this report.
- 6.2 Electronic Speed Radar Signs – Approval has been received from the Provincial Department of Transportation on the locations proposed, with minor changes. The installation will start shortly and will take approximately a week to complete.
- 6.3 The new police cruiser has arrived and should be placed in service within the next two weeks. Equipment is currently being transferred and installed. The cruiser will be marked within the next week or so.

**7. Other Matters**

7.1 Nil

**8.** The meeting was adjourned at 6.25



## **Agenda**

**Public Safety Committee  
Regular Meeting – November 3, 2015 – 6:30 pm  
Council Chambers – Kensington Town Hall**

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

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

**Staff Members:** CAO, Geoff Baker  
Police Chief Lewis Sutherland  
Fire Chief Allan Sudsbury

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

Presiding: Councillor David Doucette

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

Action: Members of the Committee who believe they may have a conflict of interest on any matter that will be discussed at this meeting should declare that potential conflict at this time, withdraw at the time of discussion and vacate the Council Chambers during deliberation and decision.

**ITEM 3: DELEGATIONS/PRESENTATIONS**

**ITEM 4: FIRE SERVICES**

- 4.1 Monthly Fire Report - Statistics Report
- 4.2 Other Matters

**ITEM 5: EMERGENCY MEASURES**

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

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

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**ITEM 6: POLICE SERVICES**

- 6.1 Monthly Police Report – Statistical
- 6.2 Electronic Speed Radar Signs – Update
- 6.3 Police Cruiser Delivery and Marking - Update
- 6.2 Other Matters

**ITEM 7: OTHER MATTERS**

**ITEM 8: ADJOURNMENT**

## **October 2015 Fire Report**

The department responded to 6 calls in October, with an average of 15 firefighters and 2 trucks per call.

We had one controlled burn – an abandoned house in Spring Valley.

Rodney Hickey and Donnie MacKenzie attended a seminar in North River on the new radio system. This system has been installed...3 portables, 1 base station and 4 mobiles.

27 firefighters spent Halloween night at the firehall.

Some complaints regarding Island EMS not locking the door and setting the alarm after they leave. Also, the upstairs garbage can being filled to overflowing and not emptied.

Rodney Hickey  
Deputy Fire Chief

[illegible]



Police Department Occurrence Report Summary 2015														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
911 Act		1		1	6	1	3	2		3			17	2.88%
Abandon Vehicle													0	0.00%
Abduction													0	0.00%
Alarms	3	3	4	3	1	1	2	4		6			27	4.57%
Animal Calls			1	1			2	2	1				7	1.18%
Arson													0	0.00%
Assault PO	1												1	0.17%
Assault with Weapon		1							1				2	0.34%
Assaults (Level 1)	2	1	1	1		1		1					7	1.18%
Assistance Calls	10	16	12	16	17	14	14	11	19	12			141	23.86%
Breach of Peace					1								1	0.17%
Breach of Recognizance													0	0.00%
Break and Enter (business)								1					1	0.17%
Break and Enter (other)	1					1							2	0.34%
Break and Enter (residence)						1	1						2	0.34%
Carry concealed weapon													0	0.00%
Child Pornography													0	0.00%
Child Welfare		1						1		1			3	0.51%
Coroner's Act									1				1	0.17%
Crime Prevention				1				1		1			3	0.51%
Criminal Harassment							2		1				3	0.51%
Dangerous Driving			2						1	1			4	0.68%
Disturbing the Peace	1							1					2	0.34%
Dog Act													0	0.00%
Driving while disqualified	1							1					2	0.34%
Drug Charges	1	1		1		1		1	1	1			7	1.18%
Excise Act													0	0.00%
Fail to Comply Probation		1	1	2	1				1				6	1.02%
Fail to comply undertaking													0	0.00%
Fail to remain at scene of accident			1	1	1	1		2					6	1.02%
Family Relations Act	2					1		6		1			10	1.69%
Fingerprints taken													0	0.00%
Fire Prevention Act					1		1						2	0.34%

Police Department Occurrence Report Summary 2015														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Firearm Act									1				1	0.17%
Forcible confinement													0	0.00%
Fraud		1	1	3	2	2	1	2	1	1			14	2.37%
Harrassing Phone Calls	2	1						1					4	0.68%
Impaired Driver	3	1		4	1	3	4	1	1	3			21	3.55%
Information Files	2		1		1								4	0.68%
Injury Accidents													0	0.00%
Liquor Offences	1	1	2				5	2	2	2			15	2.54%
Litter Act													0	0.00%
Lost and Found	1	1	1	1	2	3	4	8	1	3			25	4.23%
Luring Minors													0	0.00%
Mental Health Act	1	1			2		1	1	1	1			8	1.35%
Mischief			1	2		3		1	2	1			10	1.69%
Motor Vehicle Accidents			2	2		1		1	1	1			8	1.35%
Motor Vehicle Act	5	2		4	10	8	8	2	10	1			50	8.46%
Municipal Bylaws					3	2	2	1	1	1			10	1.69%
Off Road Vehicle Act	2	1	2				2						7	1.18%
Other Criminal Code		1											1	0.17%
Person Reported Missing	1		1		1		1						4	0.68%
Possession of restricted weapon													0	0.00%
Property Check		2	2	5	1	1	3	1					15	2.54%
Resist Arrest													0	0.00%
Roadside Suspensions													0	0.00%
Robbery													0	0.00%
Sexual Assaults / Interference	1				1				1				3	0.51%
STEP (Integrated Traffic Enforcement)								1	1	1			3	0.51%
Sudden Death													0	0.00%
Suspicious Persons / Vehicle				1		2	3	1	1	1			9	1.52%
Theft Of Motor Vehicle					1				1				2	0.34%
Theft Over \$5000													0	0.00%
Theft Under \$5000		1	1	1		1	2	4	3	1			14	2.37%
Traffic Offences													0	0.00%
Trespass Act					1		1						2	0.34%

Police Department Occurrence Report Summary 2015														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Trespass at Night													0	0.00%
Uttering Threats	1			1		1	1						4	0.68%
SOTS Issued	5	9	5	3	11	6	15	29	3	14			100	17%
Total Incidents	47	47	41	54	65	55	78	90	57	57			591	100%
HTA Warnings	7	2	3	2	6	1	2	5		1			29	
Foot Patrols in hours	3		2	5	5	8	2	5	4	4			38	
Community policing school				15	7	13.5			4.5	4.5			44.5	

**TOWN OF KENSINGTON  
Community Services Committee Report  
Thursday, October 22, 2015  
6:00 PM**

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

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

**Visitors:** Mr. Larry McQuaid, WSP

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

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

**2. Declaration of Conflict of Interest**

- 2.1 No declarations of conflict of interest were made.

**3. Delegations/Presentations**

- 3.1 Larry McQuaid from WSP Engineering made a detailed presentation to the Committee regarding the Linwood Drive/Maple Lane storm water system alignment options. The committee held a discussion after the presentation and recommend using the Pleasant Street alignment proposed. *A request for decision is attached to this report for Council's consideration.*

**4. Property Matters**

- 4.1 There were no building permit applications requiring Council's approval this month. Two applications were approved at a staff level. *A copy of the monthly permit summary report is being circulated with this report and will be motioned for approval following the acceptance of this report.*
- 4.2 There were no re-zoning applications this month.
- 4.3 A draft copy of a Civic Numbering Policy was circulated to Committee members. The Policy will be reviewed by the Committee at their next meeting and brought forward to Council for consideration.

## **5. Public Works**

- 5.1 Public Works operations are running smoothly.
- 5.2 The RFP for sidewalk snow clearing/removal equipment closed on November 6, 2015 with three quotes being received. It is anticipated that a Request for Decision will be presented at the meeting for Council's consideration.
- 5.3 The School Street re-surfacing project and Woodleigh Drive sidewalk project is nearing completion.

## **6. Infrastructure**

- 6.1 Water and Sewer – The annual sewer main line flushing and videoing program has been completed.
- 6.2 Buildings – The train station will require some repairs including wood rain gutters and new support for a section of the bathroom floor. Staff are currently reviewing the extent of the repairs required.

## **7. Heritage Library**

- 7.1 Nothing to report

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



## **Agenda**

**Community Services  
Regular Meeting – Wednesday October 22– 6:00 pm  
Council Chambers – Kensington Town Hall**

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

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

Presiding: Councillor Jeff Spencer

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

Action: Members of the Committee who believe they may have a conflict of interest on any matter that will be discussed at this meeting should declare that potential conflict at this time, withdraw at the time of discussion and vacate the Council Chambers during deliberation and decision.

**ITEM 3: DELEGATIONS/PRESENTATIONS**

3.1 Larry McQuaid, WSP, Linwood Dr., Pleasant St., Maple Lane Drainage plan

**ITEM 4: PROPERTY MATTERS**

4.1 Building Permit Summary  
4.2 Building Permits Requiring Approval  
4.3 Civic Numbering Policy

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

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**ITEM 5: PUBLIC WORKS**

- 5.1 Monthly Report
- 5.2 Building Maintenance
- 5.3 RFQ for multipurpose sidewalk tractor
- 5.4 Other Matters

**ITEM 6: INFRASTRUCTURE**

- 6.1 Water and Sewer
- 6.2 Water and Sewer rate application
- 6.3 Boardwalk
- 6.4 Other Matters

**ITEM 7: HERITAGE LIBRARY**

**ITEM 8: OTHER MATTERS**

**ITEM 9: ADJOURNMENT**

## Town of Kensington - Request for Decision

<b>Topic:</b> Kensington Storm Drainage System Options Review	<b>Date:</b> November 6, 2015
<p><b>Proposal Summary:</b></p> <p>Currently, much of the Town does not contain an underground storm drainage system. As a result, most of the storm water travels over land through a series of swales, edges of streets and various berms to numerous outlet locations.</p> <p>It has been reported, and has been a constant source of complaint, that flooding has been occurring at residences along a section of Broadway Street North between Maple Lane and Pleasant Street.</p> <p>A subsurface storm drainage system is present along Broadway Street North; however, it has, at times, proven inadequate in removing surface water runoff. This may be due to the fact that high volumes of water are reaching the system over a short period of time, resulting in water ponding until it has a chance to enter the catch basins.</p> <p>In order to reduce the high volume of water reaching the catch basin entrances over a short period of time, it is expected that the introduction of additional catch basins and pipes along the flow route will be required. This will allow the water to enter the pipes at controlled locations along the route, thus greatly reducing the high overland flows presently experienced.</p> <p>Also, the introduction of a subsurface storm drainage design will permit water to enter the pipes before a build-up of flow occurs and will result in the elimination of a “river effect” flowing through people’s backyards in an existing swale between Maple Lane and Pleasant Street.</p> <p>At an earlier meeting of Town Council, staff were directed to move forward with an analysis of three different options for a subsurface storm sewer system alignment. The options being; Option 1 – along the current flow pattern behind Maple Lane, Option 2 – Southerly along Linwood Drive to Pleasant Street, and Option 3 – Northerly along Linwood Drive through the Semple Property to the North of Linwood Drive and Maple Lane.</p> <p>A full analysis including preliminary cost estimates of the three options, completed by WSP Engineering, was reviewed by the Community Services Committee and is being circulated with this Request for Decision.</p> <p>It is recommended by the Community Services Committee that Town Council move forward with Option 2 (Pleasant Street alignment) and to have the storm sewer designed and constructed accordingly.</p> <p>If Option 2 is chosen, staff will move directly into the detailed design portion of the project and initiate discussions with the Province of Prince Edward Island’s Department of Transportation in regards to its construction. It is anticipated that construction would begin in the spring of 2016.</p>	
<p><b>Benefits:</b></p> <ol style="list-style-type: none"><li>1. It is felt that this alignment, while more expensive, will allow for an easier expansion of the storm water system at some point in the future.</li></ol>	



2. This alignment will allow for additional storm water collection from an area south of Pleasant Street which cannot be picked up in either of the other options.
3. Will reduce the number of easements required as the greater majority of the system would be constructed on town owned property.
4. Will alleviate the surface water flow along Pleasant Street which Councillors are aware directly impacts asphalt quality at the Pleasant Street/Broadway Street Intersection.
5. Will facilitate the extended useful life of asphalt along Pleasant Street which is scheduled for re-surfacing in 2017.

**Disadvantages:**

1. Option 2 is the more expensive option of the three options being considered.

**Policy Implications:**

None noted.

**Options:**

1. Proceed with Option 2 (Pleasant Street) as proposed.
2. Proceed with Option 1.
3. Proceed with Option 3

**Bids Received:**

N/A

**Costs:**

Option 1 (Preliminary Cost Estimate) - \$1,540,000.00

**Source of Funding:**

Building Canada Fund (Provincial and Federal)  
Town Capital Fund (Borrowed)

**Recommendation/Comments:**

It is recommended by staff and the Community Services Committee that Town Council consider and adopt the following resolution:

***THAT Town Council move forward with the Kensington Storm Drainage alignment along Pleasant Street as presented by WSP Engineering and the Community Services Committee.***

# STORM DRAINAGE SYSTEM OPTIONS

KENSINGTON, PEI

project n° 141-16107-00

# STORM DRAINAGE SYSTEM OPTIONS

KENSINGTON, PEI

project n° 141-16107-00

Prepared for:  
**Town of Kensington**

Date: October 2015

Prepared by:

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## APPENDICES

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# 1 BACKGROUND

The area under discussion is located within the boundaries of Broadway Street North, Pleasant Street, Linwood Drive and the Semple property.

Currently, the Town of Kensington has a limited underground storm drainage system. Within the review area, surface water flows overland through property, swales, and street surfaces until it is collected at Broadway Street, where an underground storm drainage system is present. From Broadway Street, the storm water is then directed to a low area to the east through underground pipes.

Since surface water is not collected until it reaches Broadway Street, flows build up along the way resulting in a substantial volume of water reaching the existing storm system. Water cannot enter the catchbasin grates at a rate equal to the flow, resulting in ponding and occasionally flooding. For this project, three options have been prepared for consideration to help alleviate the current overtaxed storm drainage system. All three options include interceptor catchbasins and pipes located along Linwood Drive to reduce instantaneous flows to Broadway Street.

## 2 EXISTING CONDITIONS

Existing conditions are intended to provide a reasonable outline of the existing surface water flow and existing utility infrastructure present.

### 2.1 SURFACE WATER FLOW

#### 2.1.1 LINWOOD DRIVE

The section of Linwood Drive, between Pleasant Street and the first horizontal curve to the north, is the area under consideration.

Elevations at the intersection of Linwood Drive and Pleasant Street are approximately 47.7 meters. Heading in a northerly direction, the street falls at approximately 2.0% slope to a low point at elevation 43.7 meters. From this location, the street rises at approximately 2.5% slope to an elevation of 46.0 meters near the horizontal curve.

Currently, surface water collects at the low point and flows to a ditch/swale located between properties owned by Allison Smith and Donald Harris. This drainage swale conveys the flow towards Broadway Street.

#### 2.1.2 PLEASANT STREET

The section of Pleasant Street, between Linwood Drive and Broadway Street is the area under consideration.

Elevations at the intersection of Linwood Drive and Pleasant Street are approximately 47.7 meters. Heading in an easterly direction, the street falls at a slope of approximately 5.0% to an elevation of 34.3 meters at Broadway Street.

Currently, the intersection of Linwood Drive and Pleasant Street is generally a high area with little surface water being directed to this area from external locations. Surface water generated at the top of Pleasant Street flows toward Broadway Street on the street surface.

#### 2.1.3 BROADWAY STREET

The section of Broadway Street, between Pleasant Street and the north boundary of the Semple property is the area under consideration.

Elevations at the intersection of Pleasant Street and Broadway Street are approximately 34.3 meters. Heading in a northerly direction, the street falls at a slope of approximately 1.0% to a low point of 32.7 meters located at Civic #81 (Marshall Pendleton property). From this location, the street rises at approximately 0.4% slope to the Semple property.

At the low area, surface water is collected and conveyed through underground pipes across the Pendleton property and the Garnum-Meloche properties and discharges at an existing wetland/swale area owned by the Glovers.



#### 2.1.4 SEMPLE PROPERTY

The Semple property is located outside of the Town of Kensington boundaries. From here, the alignment continues in an easterly direction to Broadway Street at a 4.5% slope.

The elevation at the south boundary closest to Linwood Drive is approximately 43.5 meters. The property generally slopes easterly towards Broadway Street at an approximate slope of 4.5%.

# 3

## OPTIONAL ALIGNMENTS

### 3.1

#### OPTION #1

Under Option #1, the proposed storm drainage system will generally follow the same path as the existing overland flow. Surface water will flow from the mobile home area to Linwood Drive where catchbasins will be placed along the existing shoulder to collect the water.

Currently, an existing sanitary sewer main is located along the east side of Linwood Drive. An existing watermain is located along the west side in the north part of the street, then crosses to the east side in the south part of the street.

Given the above configuration, the new storm main will be aligned such that it is placed on the west side of Linwood Drive over a portion of its length to the south and then cross over to the east side near the low point of the street.

From the low point, the pipe will proceed through private property in an easterly direction for approximately 275 meters. The proposed system will intersect Broadway Street near Maple Lane and from there the stormwater will be directed to the main outfall located between Civic #81 and Civic #83.

As budget allows, it is also proposed to upgrade and expand the storm drainage system located along Broadway Street, approximately 100 meters south of the outfall. The total length of new storm main under this option is approximately 700 meters.

### 3.2

#### OPTION #2

Under Option #2, the proposed storm drainage system will be redirected from its natural path as described under Option #1, and proceed southerly along Linwood Drive to Pleasant Street.

As discussed in Option #1, the existing sewer main is located on the east side of Linwood Drive and the existing water main is located on the west side in the north part of the street, then crosses to the east side in the south part of the street. This will result in the storm main being installed on the east side of Linwood Drive in the north then crossing to the west side in the south.

As water and sewer mains are located on the north side of Pleasant Street, the storm main best fits on the south side of the street. Along Broadway Street, water and sewer mains are located along the west side of the street. This will result in the storm main being installed on the east side up to the main outfall between Civic #81 and Civic #83.

Under this option, the new storm main is required to be placed much deeper than that under Option #1 over the full length of Linwood Drive and a portion of Pleasant Street. At the



deepest location, it is estimated that the pipe will be placed at approximately 5.0 meters below the street surface.

Due to the depth of the storm main, conflicts with the sewer main and services must be considered. At this time, it is assumed that the sewer main at the top of Linwood Drive flowing southerly to MH #2 is servicing the west side of Linwood Drive only and, therefore, would have no services crossing the new storm main. It is also assumed that the mobile home park is serviced with the main crossing Linwood Drive near CB #4 and that no services cross Linwood Drive.

As the storm main continues down Pleasant Street, it will be located below the sewer main and will be required to cross above it at some point. In order for this grade to work, the existing sewer main may require relocation over some length along Pleasant Street.

The total length of new storm main under this option is approximately 790 meters.

### **3.3 OPTION #3**

Under Option #3, the proposed storm drainage system will be redirected from its natural path as described under Option #1, and proceed on a south to north direction along Linwood Drive between Pleasant Street and the Semple Property.

The location of the new storm main shall generally remain along the same path as outlined under Option #2 until it reaches the beginning of the horizontal curve located near Civic #55. At this point, the storm main will be redirected northerly until it reaches the Semple property. Given the presence of a tree line on the property boundary, it is expected that the storm main will be placed on private property to preserve the trees.

Directing the storm drainage to the Semple property eliminates the deep excavation required under Option #2 at Pleasant Street. From the Semple property, the storm main would proceed in an easterly direction until it intersects with Broadway Street. From this point, it would proceed along Broadway Street on the east side until it reaches the main outfall between Civic #81 and Civic #83.

As budget allows, it is also proposed to upgrade and expand the storm drainage system located along Broadway Street, approximately 100 meters south of the outfall.

The total length of new main line under this option is approximately 750 meters.

It should be noted that at this time, no consideration has been given to placing the storm main along the Semple property to permit future development.

# 4 EASEMENT REQUIREMENTS

## 4.1 OPTION #1 EASEMENT REQUIREMENTS

Under Option #1, the existing overland storm flows across numerous properties. If the new underground piped system is required, easements will be necessary to provide the Town with permission to install the new pipes and catchbasins and to allow access for repairs/replacement in the future.

Although the final alignment has not yet been determined, it is assumed at this time that the easement beginning just off the Town right-of-way along Linwood Drive will be placed entirely on individual properties and will not be required to straddle two properties.

Initially, it is expected that a 6 meter wide easement will be required from the following property owners. All areas are approximate at this time.

→ Donald Harris	430 sq.meters	(.11 acres)
→ Alexander & Julie MacLeod	180 sq.meters	(.04 acres)
→ Thomas & Sandra Blackett	780 sq.meters	(.19 acres)
→ Chris Newson	420 sq.meters	(.10 acres)

If it is decided to install the storm system on the property lines and, therefore, split the easements between properties, easements may also be required from Allison Smith, Grant and Belinda Beairsto and Robert Joseph McCarthy and Jessica Beairsto-McCarthy. If this is required, then above areas would be reduced and equal amounts added to the other property owners.

In addition to the above, it appears as though up to 9 meter easements may be needed at the storm outfall location from the following individuals.

→ Marshall Pendleton	590 sq.meters	(0.15 acres)
→ Alphonse & Joan Garnum-Meloche	540 sq.meters	(0.13 acres)
→ Heath & Patti Glover	270 sq. meters	(0.07 acres)

## 4.2 OPTION #2 EASEMENT REQUIREMENTS

Under Option #2, existing flows would be redirected as previously described. Generally, most of the pipe placed under this option would be within Town-owned land. Due to the location of the existing sewer main along Linwood Drive, there may be a requirement to obtain an easement for the storm system from Donald Harris. The location will not be determined until final designs have been completed; however, it is expected that minimal area will be required, and that limited tree removal may be necessary.



In addition to the above, it appears as though up to 9 meter easements may be needed at the storm outfall location from the following individuals.

→ Marshall Pendleton	590 sq.meters	(0.15 acres)
→ Alphonse & Joan Garnum-Meloche	540 sq.meters	(0.13 acres)
→ Heath & Patti Glover	270 sq. meters	(0.07 acres)

#### 4.3 OPTION #3 EASEMENT REQUIREMENTS

Under Option #3, existing flows would be redirected as previously described. Due to the location of the existing sewer main along Linwood Drive, there may be a requirement to obtain an easement for the storm system from Donald Harris. An additional easement will be required from the same individual to gain access to the Semple property. As a treeline is present in this area, it is proposed that a 6 meter wide easement be obtained inside this treeline.

In addition to the above, an easement will be required for the full length of storm main along the Semple property (approximately 220 meters). Since location is unknown at this time, it is assumed that a 9 meter easement will be required. Also, easements will be required for the outlet pipes as outlined under the previous two options.

In summary, the following easements are expected to be required under Option #3:

→ Donald Harris (Easement #1)	Minimal Area	
→ Donald Harris (Easement #2)	520 sq.meters	(0.13 acres)
→ Tyndall Semple Property	2000 sq.meters	(0.49 acres)

In addition to the above, it appears as though up to 9 meter easements may be needed at the storm outfall location from the following individuals.

→ Marshall Pendleton	590 sq.meters	(0.15 acres)
→ Alphonse & Joan Garnum-Meloche	540 sq.meters	(0.13 acres)
→ Heath & Patti Glover	270 sq. meters	(0.07 acres)

#### 4.4 PRELIMINARY COST ESTIMATES

Preliminary Cost Estimates have been prepared for each option. Spreadsheets are included as Appendix A. Generally, costs are expected to be in the following ranges:

→ Option #1:	\$1.21 Million
→ Option #2:	\$1.54 Million
→ Option #3:	\$1.21 Million

Sketches showing conceptual pipe locations are included in this report.

# Appendix A

PRELIMINARY COST ESTIMATES



**Kensington Storm Drainage  
Preliminary Cost Estimate  
- Option #1 -**

Item	Description	Quantity	Unit Price	Total Amount
1.	Storm Main			
	- 300 mm dia. PVC	40 m	\$210.00	\$8,400.00
	- 450 mm dia. (SloFlo)	175 m	\$250.00	\$43,750.00
	- 525 mm dia. (SloFlo)	340 m	\$475.00	\$161,500.00
	- 600 mm dia. Conc.	140 m	\$300.00	\$42,000.00
	- 750 mm dia. Conc.	160 m	\$475.00	\$76,000.00
	- Spare 450 mm dia.	50 m	\$250.00	\$12,500.00
2.	Catchbasins			
	- 750 mm dia.	7 units	\$2,300.00	\$16,100.00
	- 1050 mm dia.	5 units	\$3,000.00	\$15,000.00
	- 1200 mm dia.	8 units	\$3,900.00	\$31,200.00
	- 1500 mm dia.	1 units	\$5,000.00	\$5,000.00
	- 1800 mm dia.	1 units	\$6,000.00	\$6,000.00
	- 2100 mm dia.	2 units	\$9,000.00	\$18,000.00
3.	Sandstone	1200 m3	\$20.00	\$24,000.00
4.	Asphalt			
	- Sawcut/Patch (Street)	140 m2	\$130.00	\$18,200.00
	- Driveways	50 m2	\$105.00	\$5,250.00
5.	Drainage Gravel	1000 t	\$45.00	\$45,000.00
6.	Signallers (16 weeks)	4000 hrs	\$17.50	\$70,000.00
7.	Topsoil & Sod	4000 m2	\$10.00	\$40,000.00
8.	Environmental Controls	1 L.S.	\$25,000.00	\$25,000.00
9.	Rock Excavation	1000 m3	\$35.00	\$35,000.00
10.	Concrete	50 m	\$150.00	\$7,500.00
11.	Materials Testing	1 L.S.	\$15,000.00	\$15,000.00
12.	Surveying (Easements)	1 L.S.	\$5,000.00	\$5,000.00
13.	Project Layout / Record Drawings	1 L.S.	\$25,000.00	\$25,000.00
14.	Cash Allowance	1 L.S.	\$75,000.00	\$75,000.00
15.	Replace Street Asphalt	675 m2	\$140.00	<u>\$94,500.00</u>
			Subtotal =	\$919,900.00
16.	Engineering (10%)			<u>\$91,990.00</u>
			Subtotal =	\$1,011,890.00
17.	Contingency (10%)			<u>\$101,189.00</u>
			Subtotal =	\$1,113,079.00
18.	HST (9% - after rebate)			<u>\$101,290.19</u>
			<b>Total Estimated Costs =</b>	<b><u>\$1,214,369.19</u></b>

**Rounded to \$1.2 Million**

Note: No allowance has been included to pay for easements.

**Kensington Storm Drainage  
Preliminary Cost Estimate  
- Option #2 -**

Item	Description	Quantity	Unit Price	Total Amount
1.	Storm Main			
	- 300 mm dia. PVC	70 m	\$210.00	\$14,700.00
	- 450 mm dia. (SloFlo)	250 m	\$320.00	\$80,000.00
	- 525 mm dia. (SloFlo)	350 m	\$475.00	\$166,250.00
	- 600 mm dia. Conc.	360 m	\$360.00	\$129,600.00
	- 750 mm dia. Conc.	65 m	\$475.00	\$30,875.00
	- Spare 450 mm dia.	50 m	\$320.00	\$16,000.00
2.	Catchbasins			
	- 750 mm dia.	8 units	\$2,300.00	\$18,400.00
	- 1050 mm dia.	6 units	\$3,700.00	\$22,200.00
	- 1200 mm dia.	10 units	\$3,900.00	\$39,000.00
	- 1500 mm dia.	1 units	\$5,000.00	\$5,000.00
	- 1800 mm dia.	1 units	\$6,000.00	\$6,000.00
	- 2100 mm dia.	2 units	\$9,000.00	\$18,000.00
3.	Sewer Main (Pleasant St.)	130 m	\$250.00	\$32,500.00
4.	Manholes	9 m	\$1,500.00	\$13,500.00
5.	Sewer Services	50 m	\$190.00	\$9,500.00
6.	Water Main Diversion	3 units	\$2,500.00	\$7,500.00
7.	Sandstone	1500 m3	\$20.00	\$30,000.00
8.	Asphalt			
	- Sawcut/Patch (Street)	240 m2	\$130.00	\$31,200.00
	- Driveways	80 m2	\$105.00	\$8,400.00
	- Sewer Main / Services	380 m2	\$130.00	\$49,400.00
9.	Drainage Gravel	1000 t	\$45.00	\$45,000.00
10.	Signallers (16 weeks)	4000 hrs	\$17.50	\$70,000.00
11.	Topsoil & Sod	3000 m2	\$10.00	\$30,000.00
12.	Environmental Controls	1 L.S.	\$25,000.00	\$25,000.00
13.	Rock Excavation	1000 m3	\$35.00	\$35,000.00
14.	Concrete	50 m	\$150.00	\$7,500.00
15.	Materials Testing	1 L.S.	\$15,000.00	\$15,000.00
16.	Surveying (Easements)	1 L.S.	\$5,000.00	\$5,000.00
17.	Project Layout / Record Drawings	1 L.S.	\$25,000.00	\$25,000.00
18.	Cash Allowance	1 L.S.	\$75,000.00	\$75,000.00
19.	Replace Street Asphalt (Pleasant St./Linwood)	800 m2	\$130.00	<u>\$104,000.00</u>
		Subtotal =		\$1,164,525.00
20.	Engineering (10%)			<u>\$116,452.50</u>
		Subtotal =		\$1,280,977.50
21.	Contingency (10%)			<u>\$128,097.75</u>
		Subtotal =		\$1,409,075.25
22.	HST (9% - after rebate)			<u>\$128,225.85</u>
		<b>Total Estimated Costs =</b>		<b><u>\$1,537,301.10</u></b>

**Rounded to \$1.54 Million**

Note: No allowance has been included to pay for easements.

**Kensington Storm Drainage  
Preliminary Cost Estimate  
- Option #3 -**

Item	Description	Quantity	Unit Price	Total Amount
1.	Storm Main			
	- 300 mm dia. PVC	50 m	\$210.00	\$10,500.00
	- 450 mm dia. (SloFlo)	160 m	\$250.00	\$40,000.00
	- 525 mm dia. (SloFlo)	475 m	\$475.00	\$225,625.00
	- 600 mm dia. Conc.	360 m	\$300.00	\$108,000.00
	- 750 mm dia. Conc.	65 m	\$475.00	\$30,875.00
	- Spare 450 mm dia.	50 m	\$250.00	\$12,500.00
2.	Catchbasins			
	- 750 mm dia.	5 units	\$2,300.00	\$11,500.00
	- 1050 mm dia.	6 units	\$3,000.00	\$18,000.00
	- 1200 mm dia.	13 units	\$3,900.00	\$50,700.00
	- 1500 mm dia.	1 units	\$5,000.00	\$5,000.00
	- 1800 mm dia.	1 units	\$6,000.00	\$6,000.00
	- 2100 mm dia.	2 units	\$9,000.00	\$18,000.00
3.	Sandstone	1400 m3	\$20.00	\$28,000.00
4.	Asphalt			
	- Sawcut/Patch (Street)	160 m2	\$130.00	\$20,800.00
	- Driveways	60 m2	\$105.00	\$6,300.00
5.	Drainage Gravel	1000 t	\$45.00	\$45,000.00
6.	Signallers (16 weeks)	4000 hrs	\$17.50	\$70,000.00
7.	Topsoil & Sod	2500 m2	\$10.00	\$25,000.00
8.	Environmental Controls	1 L.S.	\$25,000.00	\$25,000.00
9.	Rock Excavation	1000 m3	\$35.00	\$35,000.00
10.	Concrete	50 m	\$150.00	\$7,500.00
11.	Materials Testing	1 L.S.	\$15,000.00	\$15,000.00
12.	Surveying (Easements)	1 L.S.	\$5,000.00	\$5,000.00
13.	Project Layout / Record Drawings	1 L.S.	\$25,000.00	\$25,000.00
14.	Cash Allowance	1 L.S.	\$75,000.00	<u>\$75,000.00</u>
			Subtotal =	\$919,300.00
15.	Engineering (10%)			<u>\$91,930.00</u>
			Subtotal =	\$1,011,230.00
16.	Contingency (10%)			<u>\$101,123.00</u>
			Subtotal =	\$1,112,353.00
17.	HST (9% - after rebate)			<u>\$101,224.12</u>
			<b>Total Estimated Costs =</b>	<b><u>\$1,213,577.12</u></b>

**Rounded to \$1.21 Million**

Note: No allowance has been included to pay for easements.



# Appendix B

SKETCHES



# KENSINGTON STORM DRAINAGE OPTIONS

## DRAWING LIST

### OPTION 1

DWG. 1 of 2 - OPTION 1 - PLAN

DWG. 2 of 2 - OPTION 1 - PROFILE

### OPTION 2

DWG. 1 of 2 - OPTION 2 - PLAN

DWG. 2 of 2 - OPTION 2 - PROFILE

### OPTION 3

DWG. 1 of 2 - OPTION 3 - PLAN

DWG. 2 of 2 - OPTION 3 - PROFILE

*KENSINGTON, PRINCE EDWARD ISLAND*



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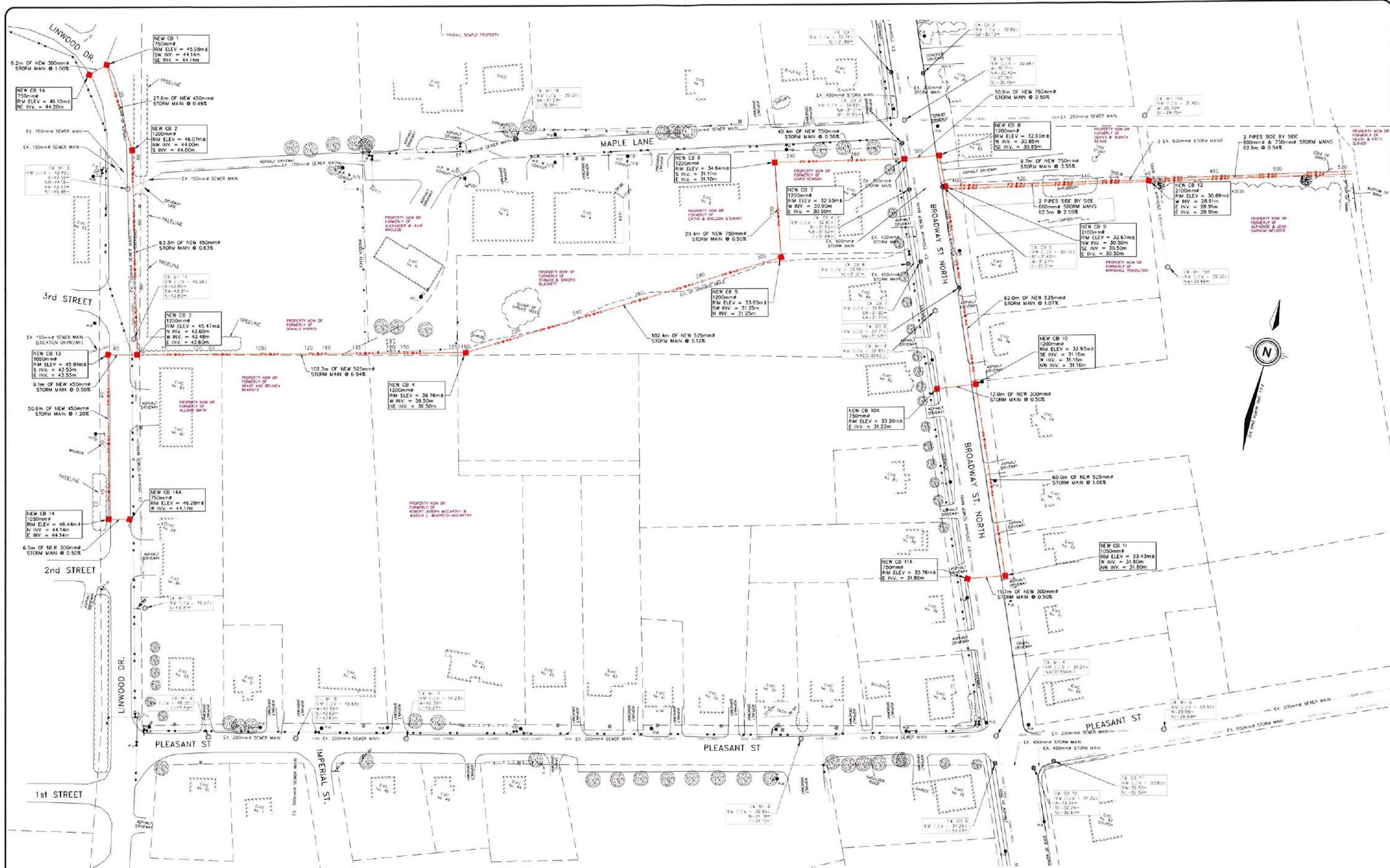
OCTOBER 2015

**SET No.**



KENSINGTON STORM  
DRAINAGE OPTIONS  
PROJECT No. -141-16107-00





PLAN  
SCALE 1:500

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Scales indicated on this drawing are for reference only. Drawing is not to be scaled for quantities estimating or construction purposes.



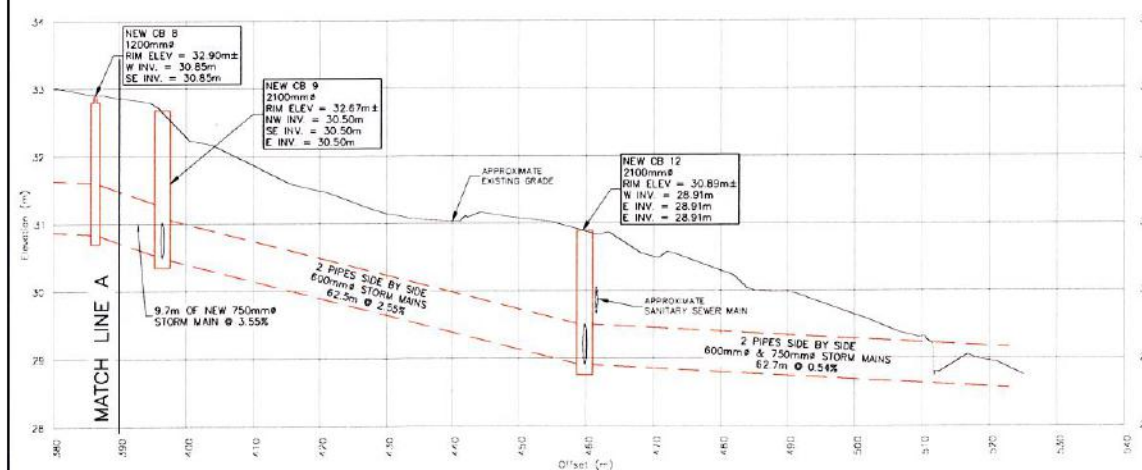
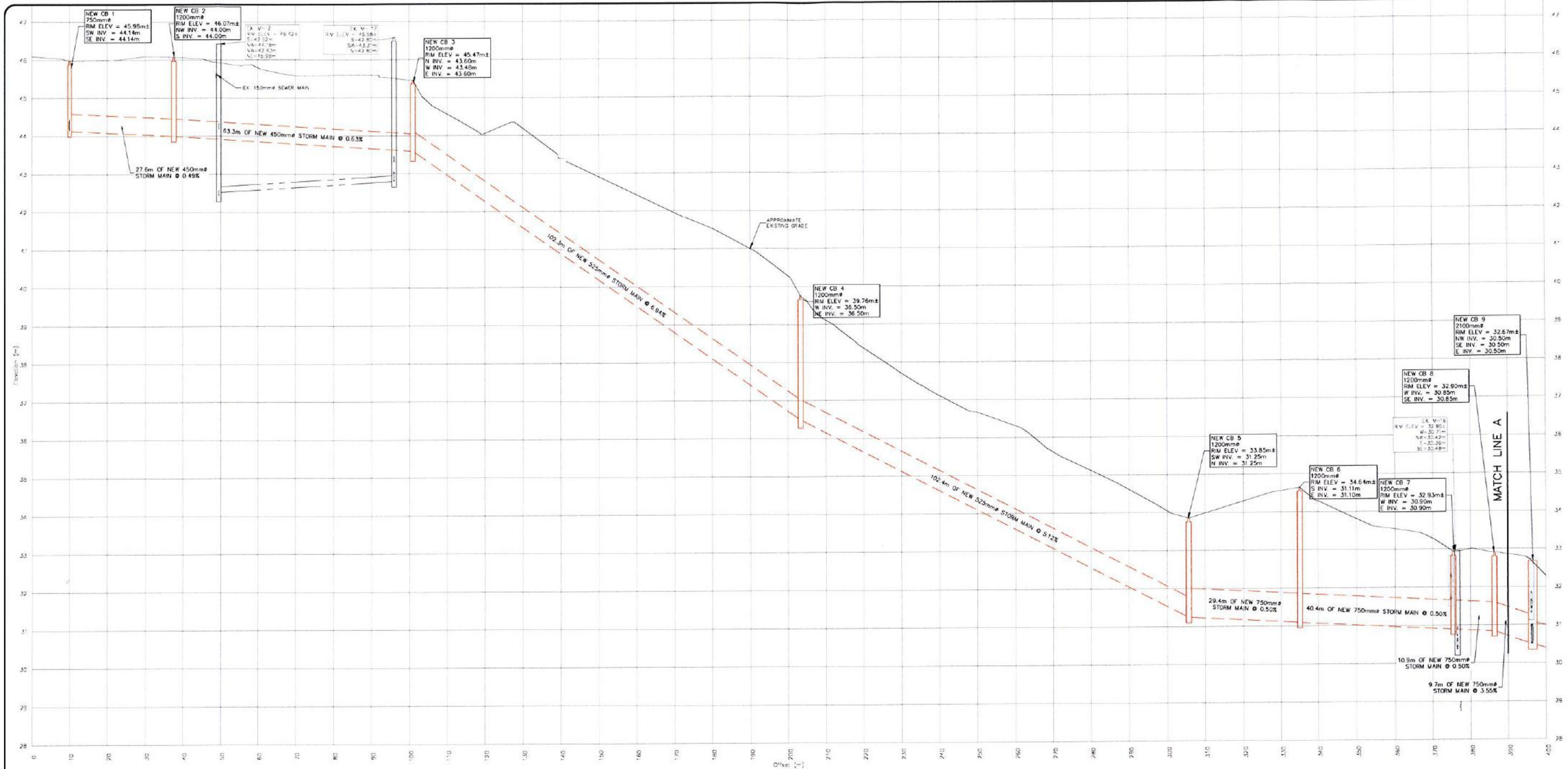
project: KENSINGTON  
STORM DRAINAGE  
KENSINGTON, P.E.I.

drawing: PLAN - OPTION 1

No.	Revision	Date

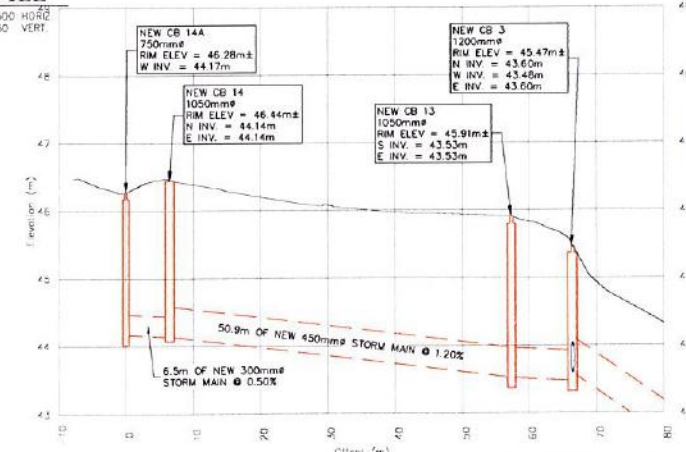
drawn by: T. LELACHEUR  
approved by: L. McQUAD  
date: OCTOBER 13, 2015  
scale: 1:500  
project no: 141-16107-00  
file name: 141-16107-M1 OPT1





# PROFILE

SCALE: 1:500 HORIZ  
1:50 VERT



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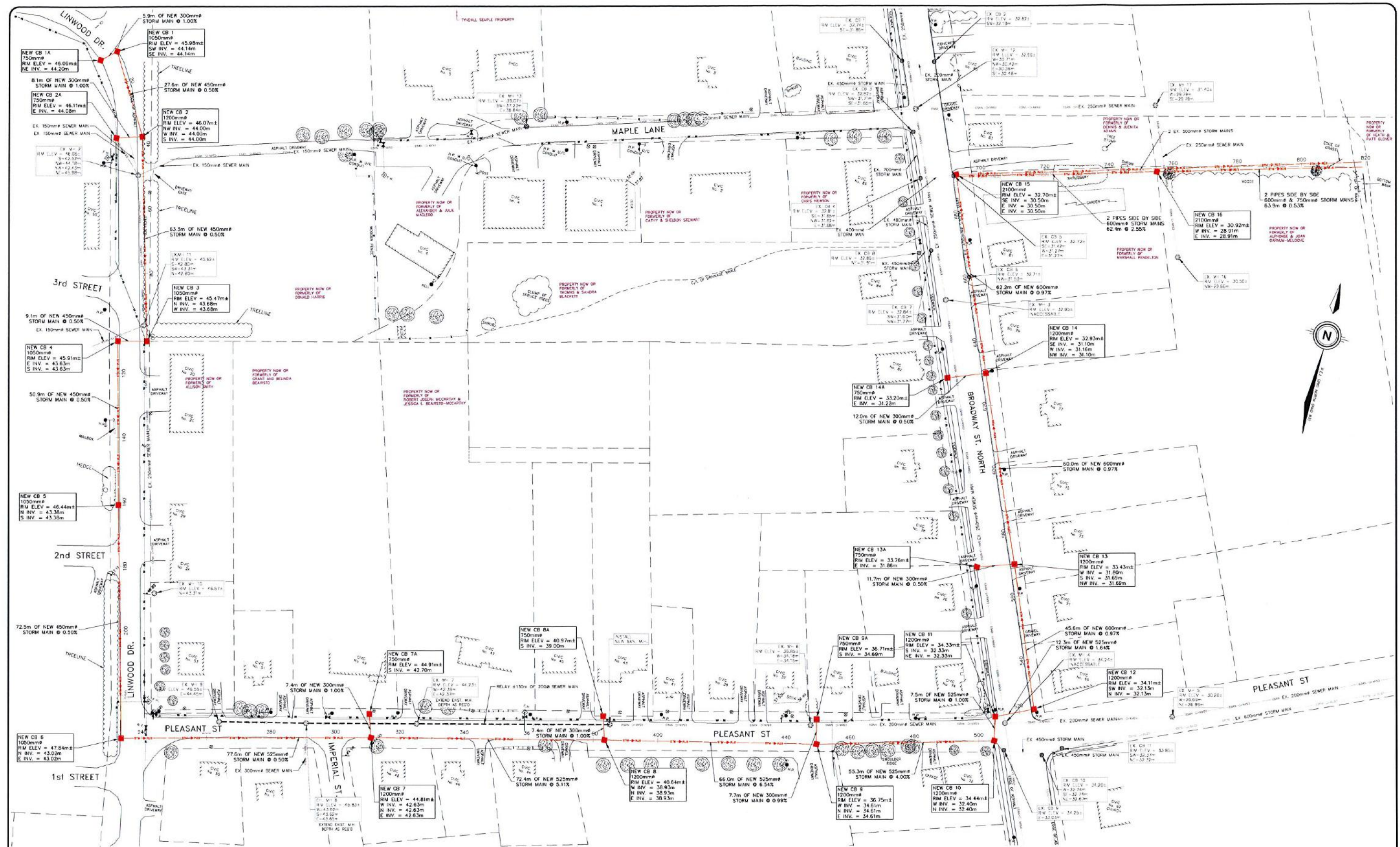
PROJECT: KENSINGTON STORM DRAINAGE  
KENSINGTON, P.E.I.

DRAWING: PROFILE - OPTION 1

No.	Revision	Date

drawn by: T. LELACHEUR	scale: 1:500
approved by: L. MCQUAD	project no: 141-16107-00
date: OCTOBER 13, 2015	file name: 141-16107-V1 OPT1





PLAN  
SCALE 1:500

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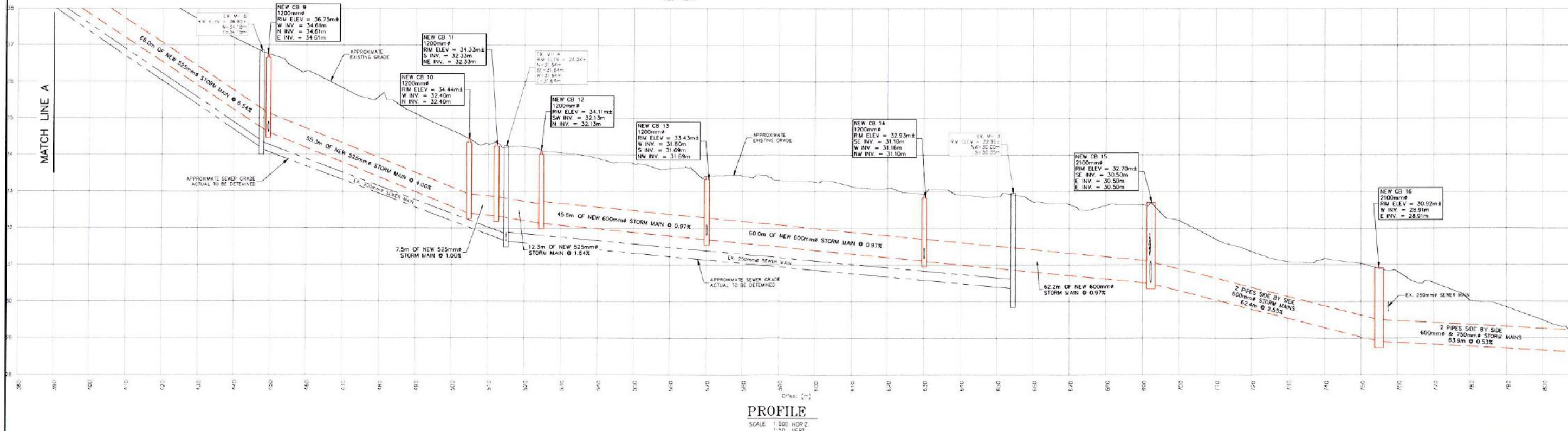
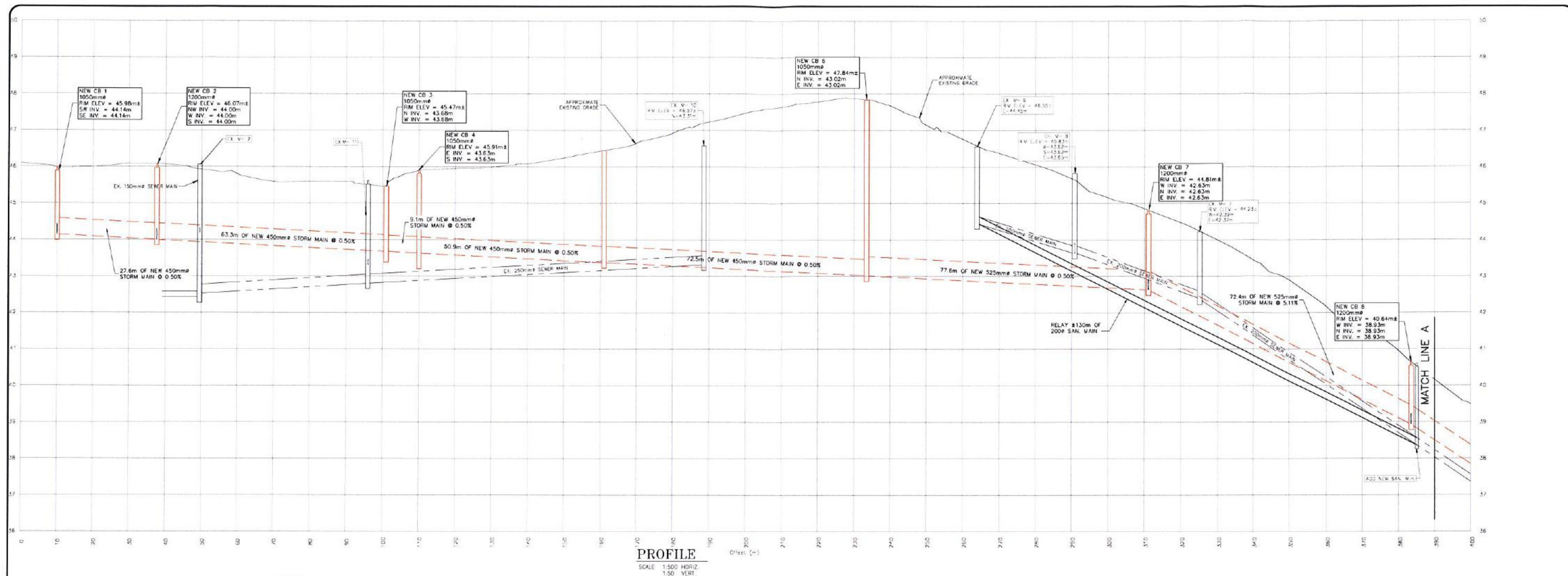
project  
**KENSINGTON  
STORM DRAINAGE**  
**KENSINGTON, P.E.I.**

drawing  
**PLAN OPTION 2**

No.	Revision	Date

drawn by	T. LELACHEUR	scale	1:500	drawing no.	
approved by	L. McQUAD	project no.	141-16107-00		
date	OCTOBER 13, 2015	file name	141-16107-M1 OPT 2		















**Town of Kensington  
Wellness and Culture Committee  
October 28, 2015 – 6:30 pm**

**Committee Members Present:**                      **Chair Councillor Pickering, Councillor Marvin Mill,  
Councillor David Doucette**

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

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

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

**2.            Declaration of Conflict of Interest**

2.1    No declarations of conflict of interest were made.

**3.            Delegations/ Presentation**

3.1    No delegations or presentation

**4.            Community Gardens Complex**

4.1    Heating Lamps at Community Gardens Complex – as presented at October's Town Council meeting, the heating lamps over the Community Gardens Complex bleachers will remain off unless a patron requests to have it turned on. The price to have them turned on is set at \$5.

4.2    Fitplex – Quotations were requested on the supply and installation of an electronic card swipe access system for the Fitplex. A Request for Decision will be presented following the acceptance of this report.

4.3    Telephone Line Modifications – It was discussed and staff were directed to remove two of the three current phone lines at the Community Gardens Complex. The Information line is seeing little to no traffic and it was felt that with the Complex's schedule being highly utilized on the Town's website that this line could be removed. Further, the general public can continue to call the Complex's main line



(836-3509) for any information they require. Staff will continue to place emphasis on directing people to use the website as the primary source of information. It is felt that the Fitplex direct telephone line could be removed and the main Complex telephone line could be used to support both facilities. This should aid in reducing operational costs at the Community Gardens Complex.

- 4.4 Fitplex Membership Modifications – Staff requested and were directed to modify the manner in which Fitplex members are charged for memberships. It was agreed that members will now pay monthly for annual memberships at a rate of \$27.00 per month (325.00 annually), direct debited from their bank accounts. The rate will be \$25.00 per month (300.00 annually) for students and seniors. To get this rate, members must set up a minimum 12 month membership, subject to a 30 day cancellation notice policy. For members who do not wish to sign up for a minimum 12 month membership will continue to pay the current monthly membership rate of \$40.00 (35.00 for seniors and students). The major changes associated with this rate structure modification is the deletion of the 3 month membership package, and the fact that members will now have their membership fee direct debited from their bank account. The option will still remain to pay the full membership cost up front.

**5. Events/Celebrations**

- 5.2 Christmas Parade – Scheduled for the first Sunday in December (December 6<sup>th</sup>). The parade will commence at the Community Gardens Complex and finish at the rink on the same route as in previous years. At the completion of the parade route the parade will go down Commercial Street and in to the railyards as opposed to back through the Victoria Street/Broadway Street intersection. The tree lighting will be held in the gazebo area. Staff have begun updating the float the Christmas theme.
- 5.3 2016 Annual New Year's Mayor's Levee – Will be held at the Kensington Lion's Club facility.

**6. Other Matters**

- 6.1 Nil

**7. Adjournment**

- 7.1 The meeting was adjourned at 7:30 pm



## **October Meeting**

**Wellness and Culture Committee  
Regular Meeting – Fourth Wednesday of the Month – 6:30 pm  
Council Chambers – Kensington Town Hall**

**Chair:** Councillor Coreen Pickering  
**Vice Chair:** Councillor Marvin Mill

**Committee Members:** Councillor David Doucette  
Mayor Rowan Caseley

**Staff Members:** CAO, Geoff Baker  
CGC Manager, Robert Wood

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

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

Presiding: Councillor Coreen Pickering

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

Action: Members of the Committee who believe they may have a conflict of interest on any matter that will be discussed at this meeting should declare that potential conflict at this time, withdraw at the time of discussion and vacate the Council Chambers during deliberation and decision.

**ITEM 3: DELEGATIONS/PRESENTATIONS**

**ITEM 4: COMMUNITY GARDENS COMPLEX**

- 4.1 Heating Lamps at Community Gardens Complex
- 4.2 Fitplex – Cardlock System Quotations and related operational changes
- 4.3 Community Gardens Complex Information Line
- 4.4 Membership Changes
- 4.5 Community Gardens Complex Phone Lines Modifications
- 4.6 Other Matters

**ITEM 5: EVENTS / CELEBRATIONS**

- 7.1 2015 Christmas Parade
- 7.2 2016 Levee Preparations
- 7.3 Other

**ITEM 6:      OTHER MATTERS**

8.1 Other

**ITEM 7:      ADJOURNMENT**

## Town of Kensington - Request for Decision

<b>Topic:</b> Community Gardens Complex – Fitplex Card Swipe System	<b>Date:</b> October 28, 2015
<p><b>Proposal Summary:</b></p> <p>The Wellness and Culture Committee members directed staff to solicit quotes on the procurement and installation of a card swipe system for the Fitplex. A card swipe system would allow members to conveniently and securely access and use the Fitplex without staff having to be physically present.</p> <p>The work involved would include the following:</p> <ul style="list-style-type: none"><li>- Provide and install a two door strike access system</li><li>- Provide and install controller for doors</li><li>- Provide and install software for door access on a local computer (additional cost)</li><li>- Provide and install cabling to door access system</li><li>- Configuration and setup of controller on network</li><li>- Provide and install two cameras</li><li>- Provide and install HDcvi DVR Recorder for recording on cameras</li><li>- Provide and install 22” display for DVR</li><li>- Provide and install DVR lockbox</li><li>- Provide and install bracket for lockbox</li></ul> <p>20 access cards are provided with the system. Additional cards are provided at a cost of \$5.00 each. <i>It is recommended that 300 additional cards be purchased at an additional cost of \$1,500.</i></p> <p><i>It is also recommended that a stand-alone computer with monitor be purchased to run the access software/camera system at an additional cost of \$849.99.</i></p> <p>Three quotes were requested as follows:</p> <p><b><u>Combat Computers</u></b></p> <p>Total Base Package Price (\$3,635.00 plus HST) plus 300 additional member cards (\$1,500 plus HST) and stand-alone computer (\$849.99 plus HST) = \$5,984.99 plus HST – Total package price = <b><u>\$6,822.89</u></b></p> <p><b><u>PEI Monitoring</u></b></p> <p>Total Base Package Price (\$5,287.90 plus HST) plus 300 additional member cards (estimated at \$5.00 each = \$1,500 plus HST) and stand-alone computer (\$849.99 plus HST) = 7,637.89 plus HST – Total package price = <b><u>\$8,707.19</u></b></p> <p>This initiative has been discussed as early as 2012 and the Town did not move forward based on potential insurance issues. We have been given confirmation in writing from our insurance provider that moving in this direction will have no impact on the Town’s insurance policy or associated premiums.</p> <p>This initiative will allow the Community Gardens Complex to reduce wage costs associated with the</p>	

<p>Fitplex. It is proposed that if the swipe card system is installed the Fitplex would be staffed from 4 pm to 9 pm daily and supplemented outside of these hours through current arena staff. This essentially reduces wage costs from approximately 84 paid man hours per week to approximately 25 paid man hours per week. A reduction of approximately \$650.00 per week. Staffing can eventually be tapered to Fitplex users as they are tracked and analysed under the new electronic system. This will result in a direct reduction in staff requirements at the Complex and will require some level of restructuring of the current staffing compliment.</p> <p>Staff and the Wellness and Culture Committee are recommending that Town Council approve moving forward with the installation of the card swipe access system.</p>	
<p><b>Benefits:</b></p> <ul style="list-style-type: none"> <li>• Will allow the Fitplex to expand its operational hours from approximately 83.5 hours to 126 hours per week (6 am to midnight daily).</li> <li>• Will reduce the wage expense from approximately 83.5 paid man hours per week to approximately 25 paid man hours per week.</li> <li>• Software package includes analytical software to track members, peak usage hours, etc.</li> <li>• Fitplex can be opened and available to members on weekends, holidays with no associated wage costs.</li> </ul>	
<p><b>Disadvantages:</b></p> <ul style="list-style-type: none"> <li>• None noted</li> </ul>	
<p><b>Policy Implications</b></p> <ul style="list-style-type: none"> <li>• This initiative will aid Town Council in meeting its original Community Gardens Complex mandate of operating the facility towards a financial break-even point, without the use of property taxation dollars or other town revenue sources. It supports Council's desire to operate the facility through the generation of associated user fees.</li> </ul>	
<p><b>Options:</b></p> <ol style="list-style-type: none"> <li>1. Award the contract to Combat Computers as recommended</li> <li>2. Award the contract to one of the other proponents</li> <li>3. Not award the contract</li> </ol>	
<p><b>Bids Received:</b></p> <p>Combat Computers - \$6,822.89 HST Included  PEI Monitoring - \$8,707.19 HST Included</p>	
<p><b>Cost:</b></p> <p>Combat Computers – \$6,822.89  HST Included</p>	<p><b>Source of Funding:</b></p> <p>2015 Community Gardens Complex Capital Budget</p>

**Recommendation/Comments:**

It is recommended by staff and the Wellness and Culture Committee that Town Council consider and adopt the following resolution:

***THAT Town Council award a contract for the supply and installation of a card swipe access system and associated components for the Fitplex at the Community Gardens Complex to Combat Computers as per their quote dated October 2, 2105 in the amount of \$6,822.89 HST included.***

**TOWN OF KENSINGTON**  
**Finance and Administration Committee Report**  
**Wednesday, November 04, 2015**  
**6:00 PM**

**Committee Members Present:** Chair, Deputy Mayor Rodney Mann, Councillor Jeff Spencer, Mayor Rowan Caseley

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

**Visitors:** Nil

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

1.1 Deputy Mayor Mann called the meeting to order at 6:05 PM and welcomed committee members and staff.

**2. Declaration of Conflict of Interest**

2.1 No declarations of conflict of interest were made.

**3. Delegations/Presentations**

3.1 Nil

**4. Financial Statement Review**

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

Category	Month		YTD	
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)
<b>Town</b>	-270.17	-6,908.33	31,870.28	-12,818.30
<b>CGC</b>	-3,542.10	-4,120.75	-46,101.97	8,205.50
<b>Fire</b>	4,715.74	2,938.00	19,868.42	21,172.00
<b>Consolidated</b>	903.47	-8091.08	5,636.73	16,559.20

The statements were reviewed by Finance and Administration Committee and staff. Detailed discussion took place on the current financial position and specific department expenditures.

Our Town statements are on track... Revenue variance is due to the Fun time rental being finished. The MTD and YTD are better than the budgeted amounts due to timing differences will come back in November.

Community Gardens Complex is showing a shortfall in September and YTD. Half of this is deficit recovery and staff is still looking at ways to increase Fitplex sales and find any efficiencies. It is good to see that the ice rentals are better than budgeted.

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

4.2 The balance sheet was reviewed with no issues noted.

4.3 Bills Lists (Town and Water and Pollution Control Corporation) – Bills for the Town and the Water and Pollution Control Corporation were reviewed by the Committee and staff. A detailed list of the bills for the Town for the month of October in the amount of \$242,325.76 will be presented for payment following acceptance of this report. A detailed list of the bills for the Water and Pollution Control Corporation for the month of October in the amount of \$4,006.67 will be presented for payment during the Water and Pollution Control Corporation meeting.

4.4 Water and Pollution Control Corporation Income Statement –

Category	Month		YTD	
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)
<b>Water and Pollution Control Corp.</b>	3,751.85	800.00	18,129.76	3,500.00

The committee reviewed the income statement of the Water and Pollution Control Corporation and did not note any issues.

## 5. Other Business

5.1 Business/Vendor License – The committee reviewed the draft bylaw. Some definitions were fine-tuned as well as some exemptions were discussed. CAO Baker will take all comments and suggestions and revise the bylaw for another review by the committee.

5.2 Water and Pollution Control Rate Application – The Town has applied to IRAC for a 1.5% rate increase for water and a 3% rate increase for sewer over a five year period beginning in 2016. The application has been received and advertised by IRAC. Written comments will be accepted until November 13, 2015. *A copy of the IRAC advertisement is being circulated with this report for information.*

5.3 Cell Phone Usage – The Town has received an unsolicited quote from Eastlink for cell service. Staff will request quotes from both Bell and Telus and compare all offers before a decision will be made.

5.4 2015 Audit – Town staff met with Arsenault Best Cameron Ellis regarding the audit. Preliminary work (compliance portion) is scheduled to start in November.

5.5 2016 Budget Preparation – CAO Baker indicated that the 2016 budget preparation will soon begin with anticipation to bring a draft budget in December for preliminary approval.



- 5.6 Christmas Bonus -- The committee is recommending we provide a Christmas bonus to exempt staff at the same level as in previous years. A motion will be made following acceptance of this report.

**6. Adjournment**

- 6.1** The meeting was adjourned at 7:43 pm.



## **Agenda**

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

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

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

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

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

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

Presiding: Deputy Mayor Rodney Mann

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

Action: Members of the Committee who believe they may have a conflict of interest on any matter that will be discussed at this meeting should declare that potential conflict at this time, withdraw at the time of discussion and vacate the Council Chambers during deliberation and decision.

**ITEM 3: DELEGATIONS/PRESENTATIONS**

**ITEM 4: FINANCIAL STATEMENT REVIEW**

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

**ITEM 5: OTHER BUSINESS**

- 5.1 Business/Vendor Licensing Bylaw Review

## **Agenda**

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

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- 5.2 Water and Sewer Rate Application Update
- 5.3 Cell Phone Service
- 5.4 2015 Audit Update
- 5.5 2016 Budget Preparation

### **ITEM 6: ADJOURNMENT**

**TOWN OF KENSINGTON**  
Year End Income Statement Comparison of Actual to Budget for October 2015

GENERAL REVENUE	Current Month			Year to Date			Annual Budget	% Full Year
	Actual	Budget	Variance	Actual	YTD Budget	Variance		
General Revenues	\$80,847.30	\$74,795.00	\$6,052.30	\$828,463.54	\$774,072.00	\$54,391.54	\$923,662.00	90%
Police Service	\$569.70	\$2,500.00	-\$1,930.30	\$12,020.45	\$25,000.00	-\$12,979.55	\$30,000.00	40%
Town Hall Rent	\$7,796.40	\$12,034.00	-\$4,237.60	\$98,470.62	\$124,638.00	-\$26,167.38	\$148,706.00	66%
Recreation			\$0.00	\$3,940.00	\$4,200.00	-\$260.00	\$5,200.00	76%
Sales of Service	\$32,483.30	\$31,000.00	\$1,483.30	\$317,838.80	\$309,200.00	\$8,638.80	\$371,200.00	86%
Subtotal Revenue	\$121,696.70	\$120,329.00	\$1,367.70	\$1,260,733.41	\$1,237,110.00	\$23,623.41	\$1,478,768.00	85%
GENERAL EXPENSES								
Town Hall	\$11,519.17	\$13,395.00	\$1,875.83	\$126,496.49	\$134,350.00	\$7,853.51	\$161,490.00	78%
General Town	\$24,695.85	\$30,627.33	\$5,931.48	\$346,264.93	\$326,382.30	-\$19,882.63	\$398,435.00	87%
Police Department	\$46,480.08	\$43,931.00	-\$2,549.08	\$316,100.23	\$341,390.00	\$25,289.77	\$403,522.00	78%
Public Works	\$14,028.88	\$15,886.00	\$1,857.12	\$208,021.03	\$208,438.00	\$416.97	\$240,595.00	86%
Train Station	\$2,056.46	\$2,042.00	-\$14.46	\$20,573.35	\$22,270.00	\$1,696.65	\$28,004.00	73%
Recreation & Park	\$1,583.35	\$1,450.00	-\$133.35	\$62,973.50	\$61,360.00	-\$1,613.50	\$62,710.00	100%
Sales of Service	\$21,603.08	\$19,906.00	-\$1,697.08	\$148,433.60	\$155,738.00	\$7,304.40	\$184,012.00	81%
Subtotal Expenses	\$121,966.87	\$127,237.33	\$5,270.46	\$1,228,863.13	\$1,249,928.30	\$21,065.17	\$1,478,768.00	84%
Net Income (Deficit)	-\$270.17	-\$6,908.33	-\$6,638.16	\$31,870.28	-\$12,818.30	-\$44,688.58		
Community Gardens Complex								
Community Gardens Revenue	\$42,864.70	\$39,600.00	\$3,264.70	\$302,996.52	\$353,900.00	-\$50,903.48	\$421,100.00	72%
Community Gardens Expenses	\$46,406.80	\$43,720.75	-\$2,686.05	\$349,098.49	\$345,694.50	-\$3,403.99	\$421,100.00	83%
Net Income (Deficit)	-\$3,542.10	-\$4,120.75	-\$578.65	-\$46,101.97	\$8,205.50	\$54,307.47		
Fire Department								
Fire Revenues	\$16,698.00	\$16,628.00	\$70.00	\$169,075.00	\$168,780.00	\$295.00	\$202,036.00	84%
Fire Department Expenses	\$11,982.26	\$13,690.00	\$1,707.74	\$149,206.58	\$147,608.00	-\$1,598.58	\$202,036.00	74%
Net Income (Deficit)	\$4,715.74	\$2,938.00	-\$1,777.74	\$19,868.42	\$21,172.00	\$1,303.58		
<b>Consolidated Net Income (Deficit)</b>	<b>\$903.47</b>	<b>-\$8,091.08</b>	<b>-\$8,994.55</b>	<b>\$5,636.73</b>	<b>\$16,559.20</b>	<b>\$10,922.47</b>		
Water and Pollution Control Corporation								
Water & Sewer Revenue	\$43,236.16	\$44,635.00	\$1,398.84	\$476,523.64	\$446,350.00	-\$30,173.64	\$535,620.00	89%
Water & Sewer Expenses	\$39,484.31	\$43,835.00	\$4,350.69	\$458,393.88	\$442,850.00	-\$15,543.88	\$535,620.00	86%
<b>Water &amp; Sewer Net Income (Deficit)</b>	<b>\$3,751.85</b>	<b>\$800.00</b>	<b>-\$2,951.85</b>	<b>\$18,129.76</b>	<b>\$3,500.00</b>	<b>-\$14,629.76</b>		

## Town of Kensington Bills List October 2015

Amalgamated Dairies Limited	3915292013	\$50.69
Amalgamated Dairies Limited	3915278014	\$14.51
Amalgamated Dairies Limited	3915276007	\$57.22
Amalgamated Dairies Limited	3915282017	\$40.31
Amalgamated Dairies Limited	3915271014	\$65.21
Amalgamated Dairies Limited	3915300015	\$30.11
Amalgamated Dairies Limited	3915299014	\$42.68
Amalgamated Dairies Limited	3915295012	\$8.30
ADL Foods	2211785	\$192.97
ADL Foods	2211787	\$593.58
ADL Foods	2208860	\$23.56
ADL Foods	2207953	\$936.34
ADL Foods	2210726	\$379.32
ADL Foods	2209779	\$558.09
ADL Foods	2208677	\$710.71
Aliant	POL 3743982	\$30.21
Aliant	CGC 3739717	\$303.19
Andrew Griffin	OCT 2015 RRSP	\$712.32
Bell Mobility	362093	\$199.50
AL Bell Ltd	08690	\$58.96
AL Bell Ltd	08683	\$464.82
AL Bell Ltd	04642	\$25.08
AL Bell Ltd	03655	\$31.35
AL Bell Ltd	08995	\$59.28
AL Bell Ltd	09423	\$261.35
AL Bell Ltd	0004	\$564.02
AL Bell Ltd	09027	\$205.14
AL Bell Ltd	09011	\$1,039.08
AL Bell Ltd	08929	\$72.96
AL Bell Ltd	08972	\$2,402.83
AL Bell Ltd	08682	\$642.96
AL Bell Ltd	08599	\$36.48
AL Bell Ltd	08613	\$706.35
AL Bell Ltd	08612	\$70.68
AL Bell Ltd	07120	\$45.60
AL Bell Ltd	09222	\$82.08
AL Bell Ltd	09101	\$1,718.42
AL Bell Ltd	09044	\$114.68
AL Bell Ltd	08787	\$71.82
AL Bell Ltd	04097	\$25.08
AL Bell Ltd	06020	\$57.00
AL Bell Ltd	09100	\$788.07
AL Bell Ltd	08666	\$72.96
AL Bell Ltd	08776	\$94.91

AL Bell Ltd	08978	\$72.96
AL Bell Ltd	08978	\$72.96
Brenda MacIsaac	OCT 2015 RRSP	\$425.00
Capital Foodservice	1894595	\$362.28
Capital Foodservice	1888082	\$293.12
Capital Foodservice	1890510	\$323.61
City of Summerside	1200389-TCH	\$1,368.00
Combat Computer Inc	13877	\$92.63
Combat Computer Inc	13834	\$222.30
Combat Computer Inc	13917	\$111.15
Combat Computer Inc	14053	\$394.85
Canada Revenue Agency Tax Centre	JULY - SEPT 2015 HST	\$5,467.39
Cumings Fire & Safety Equipment Ltd	82408	\$416.10
Cumings Fire & Safety Equipment Ltd	82407	\$469.68
Cumings Fire & Safety Equipment Ltd	82378	\$600.78
Canadian Union of Public Employees	OCT 2015 UNION DUES	\$668.84
D Alex MacDonald	92397	\$100.11
Desjardins Card Services FCDQ	5495310920	\$817.31
Eastlink	FIRE DEPT SEPT 15	\$48.42
Eastlink	TOWN HALL SEPT 2015	\$105.91
Eastlink	FIRE HALL OCT 2015	\$48.42
Eastlink	FIRE DEPT OCT 15	\$52.38
Eastlink	LIBRARY OCT 15	\$60.36
Eastlink	GEN OCT 15	\$643.01
Eastlink	TOWN HALL OCT 15	\$105.91
Elizabeth Hubley	OCT 2015 RENT	\$798.00
Frito Lay Canada	43757448	\$157.82
Frito Lay Canada	43757518	\$93.39
Frito Lay Canada	43757303	\$200.24
Frontline Outfitters	22680	\$345.14
Geoff Baker	OCT 2015 MILEAGE	\$300.28
Hewitt Rentals Inc	5129844 001	\$66.30
Hewitt Rentals Inc	5135370 001	\$68.98
Hewitt Rentals Inc	5132687 001	\$103.48
Hewitt Rentals Inc	5133771 001	\$68.98
Irving Oil	31057790	\$73.83
Irving Oil	31033556	\$105.07
Irving Oil	125884	\$158.00
Irving Oil	941938	\$395.78
Irving Oil	737235	\$956.00
Irving Oil	141951	\$548.00
Irving Oil	31074955	\$118.02
Irving Oil	31069407	\$395.29
Island Petroleum	4397	\$127.03
Island Petroleum	4362	\$250.23
Island Petroleum	4302	\$185.88
Island Petroleum	4517	\$167.09

Island Petroleum	4423	\$193.06
Island Petroleum	4422	\$110.19
Karen Murphy	OCT 25, 2015 PUMPKIN	\$31.05
Kensington Country Store	549147	\$11.39
Kensington Figure Skating Association	JUNE - SEPT PAYOUT	\$500.00
Kensington Minor Hockey	JUNE - SEPT PAYOUT	\$500.00
Kensington Wild Hockey Club	500	\$750.00
Kent Building Supplies	805856	\$59.17
Kent Building Supplies	809075	\$6.01
Kent Building Supplies	807365	\$15.17
Kim Caseley	OCT 2015 CELL	\$30.00
Kubota Canada Ltd	OCT 2015	\$262.21
Langille Sharpening Service Inc	53445	\$102.60
Lester Davison	K'TOWN CASH 50/50	\$1,223.50
Lewis Sutherland	SEPT 2015 MILEAGE	\$117.50
Lewis Sutherland	OCT 2015 RRSP	\$906.60
MacInnes Express(1983) Ltd	169702	\$43.30
Maritime Electric	STREET LIGHTS OCT 15	\$3,151.25
Maritime Electric	SENIOR CNT OCT 15	\$43.75
Maritime Electric	TOWN HALL OCT 15	\$1,698.04
Maritime Electric	CAR CHARGER OCT 15	\$28.57
Maritime Electric	FIRE HALL OCT 15	\$378.88
Maritime Electric	EVK POOL OCT 15	\$689.72
Maritime Electric	LIBRARY OCT 15	\$95.44
Maritime Electric	CGC SIGN OCT 15	\$53.76
Maritime Electric	CGC RINK OCT 15	\$9,920.51
Maritime Electric	ART CO-OP OCT 15	\$257.72
Maritime Electric	TRAIN STN OCT 15	\$978.06
Maritime Electric	CGC BALLFIELD OCT 15	\$28.19
Maritime Electric	P W SHOP OCT 15	\$91.55
Maritime Electric	20 STEWART ST OCT 15	\$53.49
Mary's Bake Shoppe	18	\$88.80
Malpeque Bay Credit Union	OCT 2015 RRSP	\$2,339.54
MD Charleton Co Ltd	17339	\$1,093.92
Meals on Wheels	OCT 2015 DONATION	\$1,200.00
Medacom Atlantic Inc	7123	\$248.98
Medacom Atlantic Inc	6901	\$248.98
Mid Isle Electric	461	\$204.07
Mid Isle Electric	4603	\$360.19
Minister of Finance and Municipal Affairs	280204	\$25.00
MJS Marketing & Promotions	2532050	\$136.80
MJS Marketing & Promotions	2533009	\$45.60
Murphy's Kensington	620744	\$47.81
Murphy's Kensington	66416	\$52.63
Orkin Canada	6463124	\$28.50
Orkin Canada	6502170	\$57.00
Petty Cash	OCT 2015	\$208.79

Royal Canadian Mounted Police	1800000107	\$2,830.00
Saunders Equipment Ltd	59594	\$279.30
Mikes Independent	03 6739	\$22.21
Mikes Independent	03 4245	\$52.56
Scotia Securities	D KILLAM OCT 15 RRSP	\$567.00
Scotiabank Visa	OCT 6, 2015	\$30.53
Sega E.V./3103014 Nova Scotia Ltd	101	\$1,952.18
Special Olympics PEI	DONATION OCT 2015	\$150.00
Greater Summerside Chamber of Commerce	OCT 26, 2015 PREMIER	\$205.20
Summerside Chrysler Dodge (1984) Ltd	OCT 21, 2015	\$33,084.33
Suncor Energy Products Partnership	OCT 12, 2015	\$555.03
Superior Sanitation	566893	\$79.80
Superior Sanitation	566895	\$182.40
Superior Sanitation	566896	\$228.00
Superior Sanitation	566897	\$182.40
Telus	Sep-15	\$664.05
Telus	OCT 9, 2015	\$668.46
Toombs Plumbing & Heating Ltd	49657	\$342.00
Town of Kensington	OCT 2015	\$234.48
Traci Campbell	FITPLEX SEPT 2015	\$130.00
Transcontinental	165149	\$186.68
Transcontinental	SUB RENEWAL OCT 2015	\$239.42
WSP Canada Inc	0507144	\$23,598.00
Yellow Pages Group	15-2060604	\$20.86
Subtotal		<hr/> \$128,889.27
October Payroll		\$113,436.49
<b>Total October Bills</b>		<hr/> <b>\$242,325.76</b> <hr/>





## • NOTICE OF APPLICATION •

### **Kensington Water and Pollution Control Commission 2016 Rate Filing      File UW03 306**

**TAKE NOTICE** that the **Kensington Water and Pollution Control Corporation** (the Utility) has filed an application with the Island Regulatory and Appeals Commission (the Commission) for approval to increase sewer utility rates by 3 per cent, and water utility rates by 1.5 per cent, each year for the next five years, commencing January 1, 2016.

Following is a breakdown of the Utility's proposal based on the rate for a single-family dwelling:

MONTHLY Rate	SEWER Service	WATER Service	COMBINED Services
CURRENT	\$25.41	\$18.42	\$43.83
Jan-01-2016	\$26.17	\$18.69	\$44.86
Jan-01-2017	\$26.96	\$18.97	\$45.93
Jan-01-2018	\$27.76	\$19.26	\$47.02
Jan-01-2019	\$28.60	\$19.55	\$48.14
Jan-01-2020	\$29.46	\$19.84	\$49.30

**TO VIEW THE APPLICATION** and information filed by the Utility in support of its proposal, go to the Commission's website at [www.irac.pe.ca/utilities](http://www.irac.pe.ca/utilities).

**IF YOU WISH TO COMMENT** on the application, please write to the Commission at the address below. Written comments must be received no later than **Friday, November 13, 2015** to be considered.

**A PUBLIC HEARING** will not be held unless the Commission determines a hearing is necessary. If there is a public hearing, a Notice of Hearing will be published. Otherwise, the Commission will finalize its review in the form of a written Order. All Orders issued in this matter will be posted on the Commission's website at [www.irac.pe.ca](http://www.irac.pe.ca).

**FOR ADDITIONAL INFORMATION, please contact:**

Geoff Baker, Chief Administrative Officer Kensington Water & Pollution Control Commission P.O. Box 418 Kensington, PE C0B 1M0 Tel 902-836-3781 Email: <a href="mailto:mail@townofkensington.com">mail@townofkensington.com</a>	The Island Regulatory and Appeals Commission Re: Kensington Rate Filing P.O. Box 577 Charlottetown, PE C1A 7L1 Tel 902-892-3501 Toll Free 1-800-501-6268 Email: <a href="mailto:info@irac.pe.ca">info@irac.pe.ca</a> <a href="http://www.irac.pe.ca">www.irac.pe.ca</a>
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**DATED** at Charlottetown, this 26th day of October, 2015



## **Mayors Report to Town Council**

**November 9, 2015**

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

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

**Kensington and Area Chamber of Commerce** – I was asked to attend and assist with a presentation by the Chamber of Commerce to the Legislative Standing Committee on Education and Economic Development. It was a great opportunity to support the Chamber with their initiative and also provided an opportunity to explain how the tax issues not only affect business but also municipalities. Thanks to the Kensington and Area Chamber of Commerce for considering the town as a part of the presentation.

**STEP Tourism Program** – Following the receipt of the report from the initial screening completed by ACOA, a meeting of the stakeholders (who had met previously) was called to bring them up to date. Mr. Baker and I have scheduled a meeting with ACOA for clarification on the next steps. Further a “Tourism Information Session” is scheduled for any interested parties or businesses affected by Tourism on Nov 20 at the Lion Club building (10am). I do hope some from Council can be there to support the information session. The coverage area we are talking about is mostly District 20, but others on the border may be interested.

**Meeting with Minister Robert Mitchell** – Mr. Baker and I had a very productive meeting with Minister Mitchell. We discussed many issues with him of concern or importance to Kensington. We requested the Province install crosswalks and/or lights at specific areas where the Confederation Trail and School crosswalk cross the provincial highways. The meeting was productive and gave the Minister a better understanding of the Town of Kensington. Other items discussed were the need for equality of services by municipalities, request to consider a lower speed limit in the school zone, the need for the province to update the Planning Act, discussion on the new Municipalities Act impasse, need for the province to put more money into policing issues that are province wide and not leave the burden to Municipalities that have a police force, need for infrastructure dollars and snow clearing costs when bad winters occur like the last two years. An invitation was extended to have Provincial Cabinet hold a meeting in Kensington.

**Rural Beautiful Awards** – Attended the presentation of Rural Beautiful Awards banquet and presented three awards on behalf of the Town of Kensington. These awards are presented for many different categories across Prince Edward Island.

**Halloween Hustle** – The Annual Halloween Hustle was successful again this year raising over \$1,000. Additionally it was my pleasure to draw the winning tickets for the two Westjet tickets. The sale of these tickets raised \$6,000 for the two children requiring medical treatment. It is great to see our fellow citizens step up and address this worthy cause.

**Premiers Economic Update at Summerside Chamber of Commerce Breakfast** – The Town of Kensington purchased a table at this event and Councillors and Staff joined together to support the event and hear the report from the Premier. Fortunately it was a positive report and while there is much yet to be done the trend seems to be positive. We invited 2 Chamber of Commerce representatives to fill extra seats we had available.



**Atlantic Mayors Congress** – I was invited to be the guest of the Chairman, Deputy Mayor Bruce MacDougall from Summerside Council. (*See report attached at the end of my Mayors.* I recommend the Town of Kensington join the Atlantic Mayor's Congress in 2016. The topics considered are relevant to a community our size and the membership cost is \$750 per year which includes most of the costs to attend twice per year and the Congress.

**PEI Municipalities Act** – The province is currently working to resolve the impasse between the municipalities and the province under the last administration. Ms. Patsy MacLean of HR Atlantic, a consultant hired by the Province to meet with selected municipalities has met with Mr. Baker and myself to get our position and issues. We do hope this file will be reopened soon and moved forward to a satisfactory conclusion for all municipalities and the province.

**Central Coastal Tourism Partnership (CCTP) Tourism Strategy Workshop** – I attended the workshop along with several others from Kensington. This workshop is to assist the CCTP with pulling together a Strategic Plan over the next 3 years. This was well attend by most areas covered by CCTP including Kensington area. The AGM of CCTP is scheduled for Nov 17 and they hope to get a good turnout as the results of the workshop should be available for presentation.

**MADD Red Ribbon Launch** – I was invited to attend and bring greeting from the Town of Kensington at the launch of the Red Ribbon Campaign. This is an important initiative. I read an article in the newspaper a few days ago that reported the number of impaired drivers is dropping. A few years ago there were 1,500 people charged and last year it was just under 300. (*Don't hold me to the numbers*) I believe that MADD and encouragement of drivers to call 911 and report impaired drivers is having a positive impact by making people more sensitive to the responsibility to drive sober.

Rowan Caseley  
Mayor – Town of Kensington

Report attached



## **Report on Atlantic Mayor's Congress By Rowan Caseley**

I attended the Atlantic Mayor's Congress in Shediac from October 28 to October 30, 2015. The Congress meets twice per year rotating its location for each meeting. The host for the Congress is the municipalities where the congress meets and the host assumes much of the responsibility for a successful congress.

The Chair at this Congress was Mr. Bruce MacDougall, Deputy Mayor of Summerside who is also President of the Prince Edward Island Federation of Municipalities (FPEIM). The membership is made up of Atlantic Mayors, Wardens (Community Chairs in PEI) of larger Municipalities and Presidents of groups such as FPEIM.

The Congress was attended by Mayors from all over Atlantic Canada. Many interesting presentations were made and discussion was held following each presentation. While some of the presentations were not specifically issues handled by our Town at this time, many were. The Congress also provided an excellent opportunity to network with Mayors from Towns of our size.

**FCM Update** - We had an update from the Federation of Canadian Municipalities (FCM) – Municipalities own 60% of the infrastructure and the FCM is pushing hard to try to get a bigger share of funding to go to municipalities compared to the province. The FCM will be working with the new Federal Government to flush out the terms of the Infrastructure funding. The long term goal is predictability. Under the new Federal Administration, there is supposed to be \$60B dollars over the next 10 years. The best information they can provide now is - 1/3 for Transit, 1/3 for Green Energy (which includes water and wastewater) and 1/3 for Social programs which is to address housing, parks and recreation. No details on specifics but they will be working with the Federal Government to flush it out. Additionally if any dollars are unspent in any one year we understand the dollars will be rolled into the Gas Tax Fund.

**Immigration and Refugees issue.** While the Liberal platform is to bring 25,000 federal government sponsored refugees into Canada by the end of the year it will have challenges. The presenter reported it is possible as teams have already been dispatched to start the process. However, it will require support from many of the larger municipalities who place the immigrants and refugees. This seemed to be of great interest to many larger cities who have staff dedicated to attracting new residents to increase population and also generate business growth. This does not affect Kensington specifically but hopefully some will settle in PEI and increase our sales market. Municipalities who take in refugees, or immigrants need to address language, housing, medical and education. A lot of the refugees like to settle in areas where there is a larger population of their ethnicity.

**Sport Tourism Event Coordination In Atlantic Canada** – Following a previous Congress, a symposium had been held to evaluate how municipalities could work together to sponsor Sport Tourism events that individual and smaller municipalities are unable to host by themselves. It was agreed an Event Coordination Workshop would be prepared and is scheduled to take place in 2016 at Charlottetown, hosted by Charlottetown City Council. This is an opportunity for smaller communities to see if they might be able to work together with another municipality to bring sports events to the area. I suggest we try to send delegates to this workshop.

**Tourism** – A presentation was presented to propose the opportunity for all provinces to work together to maximize tourism opportunities. According to the presenter, the tourism market size is PEI market is \$430 Million, NB is \$1.1 Billion, NL is \$1 Billion and NS is \$2 Billion. No decision or recommendation were



formalized at this Congress.

**211NS** – This is a support system in Nova Scotia that operates similar to 911. If you have a problem or issue, whether it be housing, drugs, health, etc. you call 211 with your issue and you will be directed to the most appropriate department or person. Many times people need help but when looking for the place to call they are not sure what agency or department to contact. They can become more frustrated with trying to find the help rather than getting it when needed. The database is set up to enable staff answering the phone and is also kept up to date. When the program started they found many contacts were out of date. This problem has been addressed and they now have a process in place to keep it current. This system is being presented to the appropriate departments in New Brunswick and PEI to see if it can be useful. The cost to operate in Nova Scotia is around \$1 million.

**Housing Needs** – The statement was made “The Federal Government have the money, The Provinces have the Mandate and the Municipalities have the Problem”. Many statistics were presented from a report prepared by the Halifax Regional Municipality. Some of the facts concerning affordable housing were an eye opener. When the Federal Government drops the housing support proposed by the last Federal administration it will be much worse. In Halifax 25.3% spend 30% or more of their income on housing, 11.8% spend 50% or more of their income on housing. We are fortunate we are not responsible for meeting this mandate in Kensington. However I suspect many cities are in the same situation and developing a strategy to address this issue is one item on the FCM agenda.

**Next Congress** – The next Congress is scheduled for April or May 2016 in Bridgewater, Nova Scotia followed by the fall Congress in Truro, Nova Scotia with Summerside the location for the Spring Congress 2017, to be at the new resort ion Summerside (formally Dynasty Spa) currently under construction and scheduled to open in fall, 2016.

## Geoff Baker

---

**From:** Wendy MacKinnon <mail@townofkensington.com>  
**Sent:** Friday, October 30, 2015 3:14 PM  
**To:** townmanager@townofkensington.com  
**Subject:** FW: To Geoffrey Baker regarding Solar Energy

---

**From:** Chris Randall [<mailto:chrisrandall@westprincesolar.ca>]  
**Sent:** October-25-15 5:58 PM  
**To:** [mail@townofkensington.com](mailto:mail@townofkensington.com)  
**Subject:** To Geoffrey Baker regarding Solar Energy

*Town Manager:* Geoffrey Baker,

Harvesting the energy of the sun providing your properties with electricity is now an option for everyone on Prince Edward Island. With the cost of electricity now, and increases in price year over year, it only makes good business sense to take advantage of installing your own system, use the money you pay now for electricity to go toward your equipment, and have a return on investment starting the day we complete your installation.

**West Prince Solar** is a solar energy contractor on PEI providing the service of installing photovoltaic energy systems. We have over 33 years' experience with power systems, Red Seal certified, electrical contractor, and certified Solmetric technician. We feel the best way to earn your business is to provide you with the best price, best product, and best services in this growing solar energy market, and the first step is providing you with a solar energy report.

### KEY BENEFITS OF SOLAR ENERGY

- Meet current and future environmental standards
- Grid-tie Net Metering for "no battery's" energy
- Make your properties more cost effective and efficient
- Year over year guaranteed savings
- Federal Tax and Financing advantages available for renewable energy
- Stabilize energy cost, with "free" energy after initial cost of system is recovered

### ORDER YOUR ONSITE SOLAR ENERGY REPORT TODAY!

The onsite solar energy survey is the first step in determining the energy producing potential of your property. Our clients appreciate the detailed report because it outlines their cost savings and required financial investment so they can make an informed decision.

### WHAT IS INCLUDED:

- Detailed analysis of roof top, side mount and ground mount energy potentials
- Thorough inspection of electrical equipment and system integration
- Accurate estimate of the energy potential of your property expressed in watts / dollars per year
- Accurate upfront costs of complete installation
- Detailed equipment information included in survey packages
- Completed Report includes federal tax savings, energy increase estimates, price per watt, and percentage of return per year

### PRICE

- Commercial Property \$250.00 per report
- Residential Property \$150.00 per report

**To order your Onsite Solar Energy Report**, visit <http://www.westprincesolar.ca/orderreport> To order or learn more about renewable energy in your business contact Christopher Randall, owner of West Prince Solar Inc. at 902-786-7418

Sincerely,

**Christopher Randall, Owner of West Prince Solar Inc.**



Chris Randall | 491 Main Street PO Box 430 Alberton PE C0B1B0  
Office (902) 231-3001 Cell (902) 786-7418 [westprincesolar.ca](http://westprincesolar.ca)



021975  
Geoff Baker  
Town of Kensington  
PO Box 418  
Kensington PE C0B 1M0



Kyden's  
journey...

October 19, 2015

Dear Geoff Baker,

It's the worst kind of fear for a dad.

By the time my one-year-old son, Kyden, arrived at the IWK by air ambulance on January 6, 2015, he was a very sick little boy. His tiny heart was failing him. Kyden needed surgery fast!

My wife, Cherese, and I were given 15 minutes to say goodbye to our son.

I broke down. It was the first time my teenage daughter, Temeka, had ever seen me cry. But somehow Cherese stayed strong. She held Kyden in her arms and told him to go in there and fight. Then we watched our baby boy disappear through the operating suite doors.

We sat there for hours, living for the constant updates the staff brought us. And, as we waited, we clung to hope and the confidence we have in the IWK. Kyden had access to the latest equipment and the best care team in the Maritimes. He had those things because of you!

With your support, you helped the IWK save Kyden's life that day. And for that, there will never be enough words to thank you.

I hope hearing first-hand about the life-saving difference your generosity makes will inspire you to give again. Your special holiday gift will support the IWK's most **urgent priority needs** – helping the IWK purchase state-of-the-art equipment, fund research and improve facilities. You'll give more sick kids the chance to recover, even when the odds are stacked against them.

When Kyden was born on December 26, 2013, we were thrilled to have a little boy to join our family. We brought him home two days later.

But within weeks, he stopped gaining weight. And when he was four months old his pediatrician detected a heart murmur. She sent us to the IWK's Children's Heart Centre for tests.

The results were devastating. Our baby boy had three problems with his heart.

Please turn over



B220 - 5855 Spring Garden Road, Halifax, NS B3H 4S2  
tel: 902.470.8085 or 1.800.595.2266 • fax: 902.470.8000 • [www.iwkfoundation.org](http://www.iwkfoundation.org)

☒ Yes! I'll support the IWK and help other critically ill children like Kyden.  
Here's my special holiday gift: ☐ I have enclosed a cheque payable to:

\$

HA979 - 425598

Geoff Baker  
Town of Kensington  
PO Box 418  
Kensington PE C0B 1M0

☐ I/We'd like to remain anonymous. Please do not list my /our name(s)

☐ I would like all receipts emailed to me. Please provide email.

☐ I have enclosed a cheque payable to  
IWK Foundation

☐ I prefer to use my ☐  ☐  ☐ 

Card Number mm yy  
Expiry Date

Signature: \_\_\_\_\_

Email: \_\_\_\_\_

☐ I'd like to receive updates via email from the IWK Foundation

You will receive an official income tax receipt for your gift of \$20 or more, unless otherwise requested. We will not trade / exchange your name with other charities. Payable at RBC.



A week later, on May 1, 2014, Kyden had his first open heart surgery. That's when Chereese and I saw how truly special the IWK is. I was amazed by how much they could accomplish and the kinds of miracles that happen within the walls of the IWK, thanks to your support.

After his surgery, Kyden did really well for a while. But then, right after the holidays last year, his face started to get puffy – swelling to three times its normal size.

Two days later, Kyden was airlifted to the IWK. He was rushed into surgery with only a 20% chance of survival. I didn't think I'd see my son alive again.

After seven excruciating hours of waiting, we saw Kyden's surgeon coming down the hall toward us. You can imagine our huge relief when she told us that everything went well with his heart. Our little fellow was still with us! But that's not the end of our story...

A week after his surgery, I was sitting in the Pediatric Intensive Care Unit, holding Kyden's tiny hand while the doctors took his breathing tube out. Suddenly, it became clear to me that my son had had a massive stroke affecting his left side, particularly his left arm.

Chereese and I didn't know if Kyden would ever come back to us. But, gradually, he did. Together with the amazing people at the IWK, we've watched Kyden do all his "firsts" again – from wiggling his fingers on his left hand to learning to walk again.

Today, Kyden is doing so much better. I can't wait to watch him grow up and see all the good he's going to do. But for now, I'm looking forward to the holidays. **Thanks to your generous support of the IWK, we have a lot to celebrate this year.**

As an IWK supporter, you're a very special person. I'm so grateful you chose to give from your heart to this very special place. Thanks to you, my son is still with us.

And, he's not the only one. Every day, children just as sick as Kyden turn to the IWK for life-saving care and treatment. Some will even spend Christmas in the hospital getting the help they urgently need. And thanks to you, the IWK will be there to provide them with the best possible care.

I hope you'll think about these brave kids and their families today. Please take a minute to sign and return the ornament I've enclosed. Your ornament will be displayed in the IWK to bring a bit of cheer into troubled hearts over the holidays.

And please be sure to include the most generous donation you can. Your support is a gift of hope for children like Kyden and their families.

With gratitude,

*Brad Stevens*

Brad Stevens – very grateful dad

P.S. When Kyden was at the IWK, I saw a lot of sick children who really need your support. Your gift will support the IWK's most urgent priority needs. **You can also choose to become an ongoing monthly donor by joining the IWK Superstar Club.** It's a convenient way to help IWK patients every day of the year. However you choose to give, thank you for caring about our children!

☒ **Yes, I'll become a monthly donor and join the IWK Superstar Club.**

I will give a monthly gift of: ☐ \$15 ☐ \$25 ☐ \$35 ☐ \$50 ☐ Other \$\_\_\_\_\_

☐ Pre-authorized withdrawal (I have enclosed a void cheque)

☐ I prefer to use my ☐  ☐  ☐ 

Card # \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Credit Card withdrawal dates: ☐ 1st OR ☐ 15th (check one)

Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

Email address: \_\_\_\_\_

☐ I'd like to receive updates via email from the IWK Foundation

This donation is made on behalf of: ☐ an Individual ☐ a Business

• You can change or cancel your monthly gifts at any time by calling 1-800-595-2266 or emailing [foundation@iwk.nshealth.ca](mailto:foundation@iwk.nshealth.ca). For further information about your right to cancel a PAD Agreement, as well as recourse rights, visit your financial institution or the web site [www.cdnpay.ca](http://www.cdnpay.ca).

• Allow 2-4 weeks for processing of first payment.

• You will receive one cumulative income tax receipt for the calendar year.

B220 - 5855 Spring Garden Road  
Halifax, NS B3H 4S2  
Tel: 902.470.8085 • Fax: 902.470.8000  
Toll free: 1.800.595.2266

[www.iwkfoundation.org](http://www.iwkfoundation.org)

Charitable registration No.  
86755 8090 RR0001



*Compendium*

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

October 30, 2015

Dear Mayor Rowan Caseley,

On behalf of the members of Team PEI 2016, thank you for participating in the **Team PEI Booster Club** Fundraising Campaign for the 2016 Special Olympics National Winter Games.

This March, 42 athletes and coaches will represent PEI at the 2016 Special Olympics Canada National Winter Games in Corner Brook, Newfoundland. Island athletes will be competing in cross country skiing, curling, figure skating, floor hockey and snowshoeing.

Your contribution to this program will play an important role in ensuring that all Island athletes will be able to train and compete at these Games.

Thank you again for supporting Special Olympics Team PEI as they work to bring home the Gold at the 2016 Special Olympics National Winter Games.

In the Spirit of Special Olympics,

Sarah Proffitt

Special Olympics PEI  
Membership Services Coordinator



## Official Donation Receipt for Income Tax Purposes

**Special Olympics Prince Edward Island**  
**40 Enman Crescent, Suite 240**  
**Charlottetown, PE**  
**C1E 1E6**

Charitable Number: 119103208 RR 0001

[www.cra.gc.ca/charities](http://www.cra.gc.ca/charities)

Date Donation received: 10/22/2015

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

Eligible amount of gift for tax purposes: \$ 150

Date receipt issued: October 30, 2015

Location issued: Charlottetown, PE

Authorized signature:



Sarah Profitt

Special Olympics PEI  
Membership Services Coordinator

*Thank you kindly for your contribution.  
Your dollars help to provide continued sports opportunities  
for Islanders with an intellectual disability.*



October 15, 2015

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

*Thank you for Supporting the Women's Golf Classic 2015*

On behalf of the Prince County Hospital Foundation, we want to thank you very much for your support of the 8th Annual Prince County Hospital Foundation Women's Golf Classic that was held September 18<sup>th</sup>, 2015.

Through the generous support of local businesses and patrons like you, the PCH Foundation was able to raise in excess of \$26,000 to support the purchase of much needed stress test equipment. With your help, our tournament becomes more and more successful each year. We understand that requests for support grow annually and we truly appreciate your contribution to our event.

For your help as a hole sponsor in this vital tournament, we offer our thanks and appreciation. Enclosed you will find a photo of your sign. We hope you will join us for the 9<sup>th</sup> Annual Women's Golf Classic in 2016.

Sincerely,

Heather Matheson  
Managing Director

*Course Sponsor*  
**Red Sands**  
PRINCE EDWARD ISLAND

*Eagle Sponsor*  
 **Scotiabank**™

*Major Sponsor*  
 **KKP**  
Division of Kipp Kipp Printing

 **MOASE**  
FUNERAL HOME & CHAPEL

Dear Town of Kensington,

I would like to extend my deepest thanks for your wonderful support in the journey of becoming Miss Community Gardens 2015-16. I wanted to express how deeply grateful I am for this opportunity and that I wouldn't have been able to do it without your sponsorship and positive attitudes.

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Thank you again for everything you've done to help me achieve my goal.

Miss Community Gardens 2015-2016

Bronwyn Bridges





**FEDERATION**  
*of*  
**PRINCE EDWARD ISLAND  
MUNICIPALITIES**

# **2015 FPEIM Semi Annual Meeting**

**Hosted by the  
Community of Tignish**

**November 14, 2015**

***Registration: 9:00 am - 9:30 am***

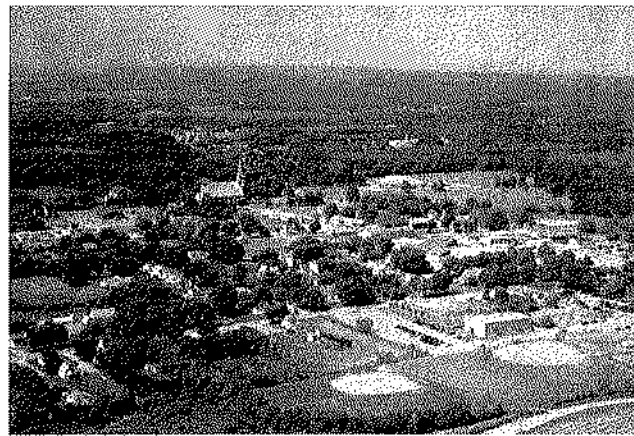
***Meeting: 9:30 am - 3:00 pm***

**Royal Canadian Legion Branch No 6**

**221 Phillip St, Tignish, PE**

For further information contact:  
Federation of PEI Municipalities  
email: [info@fpeim.ca](mailto:info@fpeim.ca)  
tel: (902) 566-1493

## Our Host Municipality:



## The Community of Tignish

Tignish was originally settled by 8 Acadian families who came by boat in 1799 from the Malpeque area of PEI. They lived on the coast in an area referred to as "The Green". Later in 1811 the Acadians were joined by Irish immigrants. Some time later, and for various reasons, one of which was where the CN Rail decided to put their terminal, the Acadians and Irish moved more inland to cluster around the end of the railway.

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"Home is where the heart is", and nowhere is there a heart beating stronger with hometown pride than in the Community of Tignish.



# TENTATIVE MEETING AGENDA

- 9:00            **Registration, Networking and Refreshments**
- 9:30            **Call to Order, Opening Remarks & Business**  
                 **Remarks**
- Chairperson Allan McInnis , Community of Tignish
  - Deputy Mayor Bruce MacDougall, President, FPEIM
  - Hon. Robert J. Mitchell, Minister of Communities, Land and Environment
  - Adoption of Minutes/Presentation of Financial Statements
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- 11:00            **ASSOCIATION OF MUNICIPAL ADMINISTRATORS PEI**
- Rob Philpott, President, AMA PEI
- 11:10            **BUILDING CODE**
- Glenda MacKinnon-Peters, P.Eng., Manager of Inspection Services, Environment, Communities, Land and Environment
- 11:35            **WATER ACT CONSULTATION PROCESS**
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- 1:00            **DOOR PRIZE DRAW**
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PRESENT AND FUTURE***
- *Participants to be confirmed*
- 3:00            **CLOSING REMARKS AND ADJOURMENT**

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Host Municipality: Community of Tignish

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- B. **MEMBER MUNICIPALITIES:** Please indicate with ✓ or × your THREE voting delegates as per section 15.d of the FPEIM Constitution.
- C. Please return completed form and cheque to: Federation of PEI Municipalities, Semi Annual Meeting, 1 Kirkdale Road, Charlottetown PE C1E 1R3 or fax to (902) 566-2880 **before the registration deadline of Friday, November 6, 2015.** Please make cheques payable to FPEIM.

Name of Municipality: _____			
	Title	Name	<b>MEMBER MUNICIPALITIES</b> Kindly indicate with ✓ or × max. 3 voting delegates
1			
2			
3			
4			
5			
6			
7			

<b>Cost:</b>	<b>MEMBERS:</b>	\$57.00 (\$50 + 7.00 HST ) per registered delegate
	<b>NON-MEMBERS:</b>	\$85.50 (\$75 + 10.50 HST) per registered delegate

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C1E 1R3

Tel: (902) 566-1493  
Fax: (902) 566-2880  
Email: [info@fpeim.ca](mailto:info@fpeim.ca)

## Geoff Baker

---

**From:** Wendy MacKinnon <mail@townofkensington.com>  
**Sent:** Friday, October 30, 2015 3:14 PM  
**To:** townmanager@townofkensington.com  
**Subject:** FW: To Geoffrey Baker regarding Solar Energy

---

**From:** Chris Randall [<mailto:chrisrandall@westprincesolar.ca>]  
**Sent:** October-25-15 5:58 PM  
**To:** [mail@townofkensington.com](mailto:mail@townofkensington.com)  
**Subject:** To Geoffrey Baker regarding Solar Energy

*Town Manager:* Geoffrey Baker,

Harvesting the energy of the sun providing your properties with electricity is now an option for everyone on Prince Edward Island. With the cost of electricity now, and increases in price year over year, it only makes good business sense to take advantage of installing your own system, use the money you pay now for electricity to go toward your equipment, and have a return on investment starting the day we complete your installation.

**West Prince Solar** is a solar energy contractor on PEI providing the service of installing photovoltaic energy systems. We have over 33 years' experience with power systems, Red Seal certified, electrical contractor, and certified Solmetric technician. We feel the best way to earn your business is to provide you with the best price, best product, and best services in this growing solar energy market, and the first step is providing you with a solar energy report.

### KEY BENEFITS OF SOLAR ENERGY

- Meet current and future environmental standards
- Grid-tie Net Metering for "no battery's" energy
- Make your properties more cost effective and efficient
- Year over year guaranteed savings
- Federal Tax and Financing advantages available for renewable energy
- Stabilize energy cost, with "free" energy after initial cost of system is recovered

### ORDER YOUR ONSITE SOLAR ENERGY REPORT TODAY!

The onsite solar energy survey is the first step in determining the energy producing potential of your property. Our clients appreciate the detailed report because it outlines their cost savings and required financial investment so they can make an informed decision.

### WHAT IS INCLUDED:

- Detailed analysis of roof top, side mount and ground mount energy potentials
- Thorough inspection of electrical equipment and system integration
- Accurate estimate of the energy potential of your property expressed in watts / dollars per year
- Accurate upfront costs of complete installation
- Detailed equipment information included in survey packages
- Completed Report includes federal tax savings, energy increase estimates, price per watt, and percentage of return per year

### PRICE

- Commercial Property \$250.00 per report
- Residential Property \$150.00 per report

**To order your Onsite Solar Energy Report**, visit <http://www.westprincesolar.ca/orderreport> To order or learn more about renewable energy in your business contact Christopher Randall, owner of West Prince Solar Inc. at 902-786-7418

Sincerely,

**Christopher Randall, Owner of West Prince Solar Inc.**



Chris Randall | 491 Main Street PO Box 430 Alberton PE C0B1B0  
Office (902) 231-3001 Cell (902) 786-7418 [westprincesolar.ca](http://westprincesolar.ca)



IWK Foundation

021975  
Geoff Baker  
Town of Kensington  
PO Box 418  
Kensington PE C0B 1M0



Kyden's  
journey...



October 19, 2015

Dear Geoff Baker,

It's the worst kind of fear for a dad.

By the time my one-year-old son, Kyden, arrived at the IWK by air ambulance on January 6, 2015, he was a very sick little boy. His tiny heart was failing him. Kyden needed surgery fast!

My wife, Cherese, and I were given 15 minutes to say goodbye to our son.

I broke down. It was the first time my teenage daughter, Temeka, had ever seen me cry. But somehow Cherese stayed strong. She held Kyden in her arms and told him to go in there and fight. Then we watched our baby boy disappear through the operating suite doors.

We sat there for hours, living for the constant updates the staff brought us. And, as we waited, we clung to hope and the confidence we have in the IWK. Kyden had access to the latest equipment and the best care team in the Maritimes. He had those things because of you!

With your support, you helped the IWK save Kyden's life that day. And for that, there will never be enough words to thank you.

I hope hearing first-hand about the life-saving difference your generosity makes will inspire you to give again. Your special holiday gift will support the IWK's most **urgent priority needs** – helping the IWK purchase state-of-the-art equipment, fund research and improve facilities. You'll give more sick kids the chance to recover, even when the odds are stacked against them.

When Kyden was born on December 26, 2013, we were thrilled to have a little boy to join our family. We brought him home two days later.

But within weeks, he stopped gaining weight. And when he was four months old his pediatrician detected a heart murmur. She sent us to the IWK's Children's Heart Centre for tests.

The results were devastating. Our baby boy had three problems with his heart.

*Please turn over*



B220 - 5855 Spring Garden Road, Halifax, NS B3H 4S2  
tel: 902.470.8085 or 1.800.595.2266 • fax: 902.470.8000 • [www.iwkfoundation.org](http://www.iwkfoundation.org)



☒ Yes! I'll support the IWK and help other critically ill children like Kyden.  
Here's my special holiday gift:

\$\_\_\_\_\_

HA979 - 425598

Geoff Baker  
Town of Kensington  
PO Box 418  
Kensington PE C0B 1M0

- ☐ I/We'd like to remain anonymous. Please do not list my /our name(s)  
☐ I would like all receipts emailed to me. Please provide email.

☐ I have enclosed a cheque payable to  
IWK Foundation

☐ I prefer to use my ☐ VISA ☐ MasterCard ☐

Card Number \_\_\_\_\_ Expiry Date \_\_\_\_\_

Signature: \_\_\_\_\_

Email: \_\_\_\_\_

☐ I'd like to receive updates via email from the IWK Foundation

You will receive an official income tax receipt for your gift of \$20 or more, unless otherwise requested. We will not trade / exchange your name with other charities. Payable at RBC.

A week later, on May 1, 2014, Kyden had his first open heart surgery. That's when Chereese and I saw how truly special the IWK is. I was amazed by how much they could accomplish and the kinds of miracles that happen within the walls of the IWK, thanks to your support.

After his surgery, Kyden did really well for a while. But then, right after the holidays last year, his face started to get puffy – swelling to three times its normal size.

Two days later, Kyden was airlifted to the IWK. He was rushed into surgery with only a 20% chance of survival. I didn't think I'd see my son alive again.

After seven excruciating hours of waiting, we saw Kyden's surgeon coming down the hall toward us. You can imagine our huge relief when she told us that everything went well with his heart. Our little fellow was still with us! But that's not the end of our story...

A week after his surgery, I was sitting in the Pediatric Intensive Care Unit, holding Kyden's tiny hand while the doctors took his breathing tube out. Suddenly, it became clear to me that my son had had a massive stroke affecting his left side, particularly his left arm.

Chereese and I didn't know if Kyden would ever come back to us. But, gradually, he did. Together with the amazing people at the IWK, we've watched Kyden do all his "firsts" again – from wiggling his fingers on his left hand to learning to walk again.

Today, Kyden is doing so much better. I can't wait to watch him grow up and see all the good he's going to do. But for now, I'm looking forward to the holidays. **Thanks to your generous support of the IWK, we have a lot to celebrate this year.**

As an IWK supporter, you're a very special person. I'm so grateful you chose to give from your heart to this very special place. Thanks to you, my son is still with us.

And, he's not the only one. Every day, children just as sick as Kyden turn to the IWK for life-saving care and treatment. Some will even spend Christmas in the hospital getting the help they urgently need. And thanks to you, the IWK will be there to provide them with the best possible care.

I hope you'll think about these brave kids and their families today. Please take a minute to sign and return the ornament I've enclosed. Your ornament will be displayed in the IWK to bring a bit of cheer into troubled hearts over the holidays.

And please be sure to include the most generous donation you can. Your support is a gift of hope for children like Kyden and their families.

With gratitude,

*Brad Stevens*

Brad Stevens – very grateful dad

P.S. When Kyden was at the IWK, I saw a lot of sick children who really need your support. Your gift will support the IWK's most urgent priority needs. **You can also choose to become an ongoing monthly donor by joining the IWK Superstar Club.** It's a convenient way to help IWK patients every day of the year. However you choose to give, thank you for caring about our children!

☒ **Yes, I'll become a monthly donor and join the IWK Superstar Club.**

I will give a monthly gift of: ☐ \$15 ☐ \$25 ☐ \$35 ☐ \$50 ☐ Other \$\_\_\_\_\_

☐ Pre-authorized withdrawal (I have enclosed a void cheque)

☐ I prefer to use my ☐  ☐  ☐ 

Card # \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Credit Card withdrawal dates: ☐ 1st OR ☐ 15th (check one)

Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

Email address: \_\_\_\_\_

☐ I'd like to receive updates via email from the IWK Foundation

This donation is made on behalf of: ☐ an Individual ☐ a Business

• You can change or cancel your monthly gifts at any time by calling 1-800-595-2266 or emailing [foundation@iwk.nshealth.ca](mailto:foundation@iwk.nshealth.ca). For further information about your right to cancel a PAD Agreement, as well as recourse rights, visit your financial institution or the web site [www.cdnpay.ca](http://www.cdnpay.ca).

• Allow 2-4 weeks for processing of first payment.

• You will receive one cumulative income tax receipt for the calendar year.

B220 - 5855 Spring Garden Road  
Halifax, NS B3H 4S2  
Tel: 902.470.8085 • Fax: 902.470.8000  
Toll free: 1.800.595.2266

[www.iwkfoundation.org](http://www.iwkfoundation.org)

Charitable registration No.  
86755 8090 RR0001



*Compendium*

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

October 30, 2015

Dear Mayor Rowan Caseley,

On behalf of the members of Team PEI 2016, thank you for participating in the **Team PEI Booster Club** Fundraising Campaign for the 2016 Special Olympics National Winter Games.

This March, 42 athletes and coaches will represent PEI at the 2016 Special Olympics Canada National Winter Games in Corner Brook, Newfoundland. Island athletes will be competing in cross country skiing, curling, figure skating, floor hockey and snowshoeing.

Your contribution to this program will play an important role in ensuring that all Island athletes will be able to train and compete at these Games.

Thank you again for supporting Special Olympics Team PEI as they work to bring home the Gold at the 2016 Special Olympics National Winter Games.

In the Spirit of Special Olympics,

Sarah Proffitt

Special Olympics PEI  
Membership Services Coordinator



## Official Donation Receipt for Income Tax Purposes

**Special Olympics Prince Edward Island**  
**40 Enman Crescent, Suite 240**  
**Charlottetown, PE**  
**C1E 1E6**

Charitable Number: 119103208 RR 0001

[www.cra.gc.ca/charities](http://www.cra.gc.ca/charities)

Date Donation received: 10/22/2015

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

Eligible amount of gift for tax purposes: \$ 150

Date receipt issued: October 30, 2015

Location issued: Charlottetown, PE

Authorized signature:

Sarah Profitt

Special Olympics PEI  
Membership Services Coordinator

*Thank you kindly for your contribution.  
Your dollars help to provide continued sports opportunities  
for Islanders with an intellectual disability.*





October 15, 2015

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

*Thank you for Supporting the Women's Golf Classic 2015*

On behalf of the Prince County Hospital Foundation, we want to thank you very much for your support of the 8th Annual Prince County Hospital Foundation Women's Golf Classic that was held September 18<sup>th</sup>, 2015.

Through the generous support of local businesses and patrons like you, the PCH Foundation was able to raise in excess of \$26,000 to support the purchase of much needed stress test equipment. With your help, our tournament becomes more and more successful each year. We understand that requests for support grow annually and we truly appreciate your contribution to our event.

For your help as a hole sponsor in this vital tournament, we offer our thanks and appreciation. Enclosed you will find a photo of your sign. We hope you will join us for the 9<sup>th</sup> Annual Women's Golf Classic in 2016.

Sincerely,

Heather Matheson  
Managing Director

*Course Sponsor*  
**Red Sands**  
PRINCE EDWARD ISLAND

*Eagle Sponsor*  
 **Scotiabank**<sup>TM</sup>

*Major Sponsor*  
 **KKP**  
Division of Kipp Kipp Printing

 **MOASE**  
FUNERAL HOME & CHAPEL

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Bronwyn Bridges





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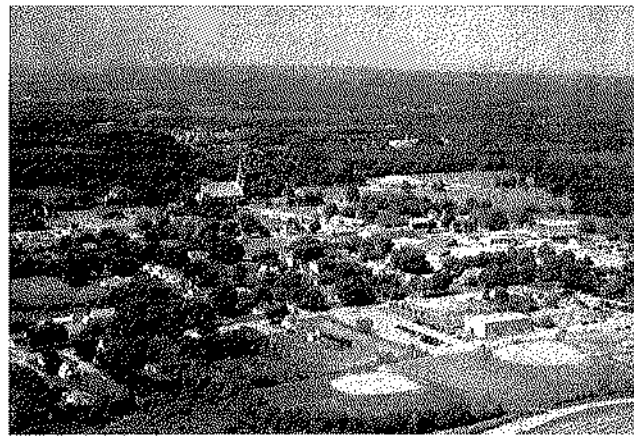
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