



Tentative Agenda for Town Council Meeting

October 13, 2015

Commencing at 7:00 PM

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

Town of Kensington
Regular Meeting of Town Council
October 13, 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 September 14, 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: ANNEXATION OF LANDS OF MATTHEW GALLANT AND JONI ALBERT – PID NO. 465708-000

Background: See Attached Request for Decision (RFD).

Action: Consideration and approval is requested.

ITEM 10: WOODLEIGH DRIVE SIDEWALK REPLACEMENT/SCHOOL STREET PAVING – 2015 CAPITAL INVESTMENT PLAN

Background: See Attached Request for Decision (RFD).

Action: Consideration and Approval is requested.

ITEM 11: RAILYARDS PROPERTY LEASE AGREEMENT AMENDMENT

Background: See Attached Request for Decision (RFD).

Action: Consideration and Approval is requested.

ITEM 12: CORRESPONDENCE

ITEM 13: OTHER MATTERS AND/OR ADJOURNMENT

**Town of Kensington
Minutes of Regular Council Meeting
Monday, September 14, 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

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 Spencer, seconded by Councillor Mill to approve the tentative agenda for the September 14, 2015 regular meeting of Town Council with the addition of item #10 – RFD – Subdivision of Lands of the Province of PEI. 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 MacLean, seconded by Councillor Pickering to approve the minutes from the August 10, 2015 regular meeting of Town Council. Unanimously carried.*

5.2 *Moved by Councillor Spencer, seconded by Councillor Doucette to approve the minutes from the August 12, 2015 public meeting of Town Council. Unanimously carried.*

5.3 *Moved by Councillor MacLean, seconded by Councillor Mill to approve the minutes from the August 12, 2015 special meeting of Town Council. Unanimously carried.*

- 5.4** *Moved by Councillor Pickering, seconded by Deputy Mayor Mann to approve the minutes from the September 1, 2015 special meeting of Town Council with the addition of Cameron Mill in attendance. Unanimously carried.*

6. Business Arising from Minutes

- 6.1** Regular Council Meeting August 10, 2015 - *Nil.*

- 6.2** Public Council Meeting August 12, 2015 – *Nil*

- 6.3** Special Council August 12, 2015 – *Nil*

- 6.4** Special Council Meeting September 1, 2015 - *Nil*

7. Committee Reports

7.1 Public Safety Committee

- 7.1.1** *Moved by Councillor Spencer, seconded by Councillor Doucette to adopt the August 2015 Public Safety Committee Report as presented by Councillor Spencer. Unanimously carried.*

- 7.1.2** *Moved by Councillor Spencer, seconded by Councillor Pickering to adopt the August 2015 Fire Chiefs Report as prepared by Fire Chief Sudsbury. Unanimously carried.*

- 7.1.3** *Moved by Councillor Spencer, seconded by Councillor Doucette to approve the August 2015 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.2 Community Services Committee

- 7.2.1** *Moved by Councillor Spencer, seconded by Councillor Mill to approve the August 2015 Community Services Committee report as presented by Councillor Spencer. Unanimously carried.*

- 7.2.2** *Moved by Councillor Spencer, seconded by Councillor Doucette to approve the Building Permit Summary Report for August 2015. Unanimously carried.*

- 7.2.3** Councillor MacLean expressed concern regarding a vehicle parking in the designated parking spot for the Sun Country electronic vehicle charging station located at the Railyards parking area. CAO Geoff Baker indicated that he would advise the police department to look into the issue. He further indicated that the parking stall is expected to be marked appropriately as an EV Charging station at some point in the very near future.

7.3 Wellness and Culture Committee

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

7.3.2 The next Wellness & Culture committee meeting is scheduled for Monday, September 21, 2015 at 6:30 pm.

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 August 2015, as presented by Deputy Mayor Mann. Unanimously carried.*

7.4.2 *Moved by Deputy Mayor Mann, seconded by Councillor Doucette to approve the payment of bills in the amount of \$208,196.64 for the month of August 2015. Unanimously carried*

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

7.5 Mayor's Report

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

8. Council Representative Reports

8.1 Deputy Mayor Mann reported that the FPEIM Semi Annual Meeting will be held on November 14, 2015 at the Tignish Legion.

8.2 Deputy Mayor Mann reported that the Kensington Area Chamber of Commerce has hired a new Membership and Events Coordinator, Jessica Caseley.

8.3 CAO, Geoff Baker updated Town Councillors on several ongoing projects and issues:

8.3.1 Strategic Tourism Expansion Program - Several 30 minute meetings have been scheduled on September 23 and 24 with local businesses to compile data for the STEP Program. Laurel Reid, tourism consultant, has been hired by ACOA to complete the initial screening of the Kensington Area.

8.3.2 A Civic Numbering Policy is being worked on and should be ready to present to the Community Services Committee in October.

- 8.3.3 A Vender Licensing Bylaw is in draft form and will be forwarded to the Finance and Administration Committee for review.
- 8.3.4 The Maple Lane/Linwood Drive Storm Water Management project has been approved for funding under the Building Canada Fund. Design is ongoing.
- 8.3.5 The Pleasant Street Lift Station project has been awarded to Duffy Construction. Work is scheduled to begin in early October with completion in late November/Early December.
- 8.3.6 The School Street Paving and Woodleigh Drive Sidewalk projects will be tendered shortly in anticipation that construction can be completed this year.
- 8.3.7 The Camp Nathan Smith Flag Unveiling Ceremony will be scheduled once all parties have agreed to a date.
- 8.3.8 The Sewage Treatment Plant Wind Turbine – no further details are available.
- 8.3.9 Deputy Administrator, Wendy MacKinnon, has been working on the final details for the Water and Sewer rate study. Staff are hopeful that an application will be completed and presented to Town Councillors at their regular October meeting.
- 8.3.10 Deputy Administrator, Wendy MacKinnon has prepared a Request for Proposals (RFP) for the 2016 to 2018 Municipal Auditing Services. Staff are hopeful that the RFP can be issued, closed and a recommendation for award by the October regular meeting of Town Council.
- 8.3.11 The Island Regulatory Appeals Commission has advised the Town that the annexation application for the property of Matt Gallant (149 Kelvin Grove Road) will have to be re-started. It is apparent that the Town was required to provide Mr. Gallant with four weeks' notice of Town Council's annexation resolution in the instance that Mr. Gallant might object to his own application. Staff have forwarded the required notice to Mr. Gallant and it is anticipated that a new resolution will be presented for Council's consideration at their regular October meeting.
- 8.3.12 Staff have been in discussions with Innovation PEI regarding a business registration process to ensure that efforts from the Town to create a Business Registry Bylaw are not being duplicated.

9. Development Control Bylaw/Official Plan Amendment – Re-Zoning of PID No's 1038454 and 1038462

9.1 *Moved by Councillor Spencer, seconded by Councillor Pickering*

WHEREAS a request has been received from the prospective owners of PID No's 1038454 and 1038462 to amend the Town of Kensington Development Control

Bylaw to re-zone the aforementioned properties from Public Service and Institutional (PSI) to Single Family Residential (R1) for the purpose of constructing a single family residential dwelling;

AND WHEREAS the request is fully supported by the current owners of the property;

AND WHEREAS DV8 Consulting has evaluated and analyzed the request and has recommended that Town Council proceed with the Bylaw amendment;

AND WHEREAS the Bylaw amendment was first read and approved at a special meeting of Town Council held on August 12, 2015;

BE IT RESOLVED THAT Kensington Town Council approve second reading to amend the Zoning and Subdivision Control Bylaw to re-zone PID No's 1038454 and 1038462 (Lots B42 & B43) along Barrett Street from Public Service and Institutional (PSI) to Single Family Residential (R1) to facilitate the construction of a single family residential dwelling.

Unanimously carried.

9.2 Moved by Councillor Spencer, seconded by Councillor Doucette,

WHEREAS a request has been received from the prospective owners of PID No's 1038454 and 1038462 to amend the Town of Kensington Development Control Bylaw to re-zone the aforementioned properties from Public Service and Institutional (PSI) to Single Family Residential (R1) for the purpose of constructing a single family residential dwelling;

AND WHEREAS the request is fully supported by the current owners of the property;

AND WHEREAS DV8 Consulting has evaluated and analyzed the request and has recommended that Town Council proceed with the Bylaw amendment;

AND WHEREAS the Bylaw amendment was first read and approved at a special meeting of Town Council held on August 12, 2015;

AND WHEREAS the Bylaw Amendment was read a second time at this meeting;

BE IT RESOLVED that the Bylaw Amendment to re-zone PID No's 1038454 and 1038462 (Lots B42 & B43) along Barrett Street from Public Service and Institutional (PSI) to Single Family Residential (R1) to facilitate the construction of a single family residential dwelling be hereby approved.

Unanimously carried.

9.3 Moved by Councillor Spencer, seconded by Councillor MacLean,

WHEREAS a request has been received from the prospective owners of PID No's 1038454 and 1038462 to amend the Town of Kensington Development Control Bylaw to re-zone the aforementioned properties from Public Service and Institutional (PSI) to Single Family Residential (R1) for the purpose of constructing a single family residential dwelling;

AND WHEREAS the request is fully supported by the current owners of the property;

AND WHEREAS DV8 Consulting has evaluated and analyzed the request and has recommended that Town Council proceed with the Bylaw amendment;

AND WHEREAS the Bylaw amendment was read and formally approved at two separate meetings of Town Council on different days;

BE IT RESOLVED that the Bylaw Amendment to re-zone PID No's 1038454 and 1038462 (Lots B42 & B43) along Barrett Street from Public Service and Institutional (PSI) to Single Family Residential (R1) to facilitate the construction of a single family residential dwelling be hereby formally adopted and approved.

Unanimously carried.

9.4 *Moved by Councillor Spencer, seconded by Councillor Mill,*

WHEREAS a request has been received from the prospective owners of PID No's 1038454 and 1038462 to amend the Town of Kensington Development Control Bylaw to re-zone the aforementioned properties from Public Service and Institutional (PSI) to Single Family Residential (R1) for the purpose of constructing a single family residential dwelling, which has triggered a requirement for an amendment to the Official Plan Future Land Use Map ;

AND WHEREAS the request is fully supported by the current owners of the property;

AND WHEREAS DV8 Consulting has evaluated and analyzed the request and has recommended that Town Council proceed with the Bylaw amendment and the subsequent amendment to the Official Plan Future Land Use Map;

AND WHEREAS the Bylaw amendment was formally adopted by Town Council at this meeting;

BE IT RESOLVED that the Town of Kensington approve an amendment to the Future Land Use Map that is part of the Official Plan to designate PID No's 1038454 and 1038462 from PSI to Residential.

Unanimously carried.

10. Subdivision of Lands of the Province of Prince Edward Island – PID No. 76885

10.1 Moved by Councillor Spencer, seconded by Councillor Pickering,

WHEREAS it has been identified that a portion of two commercial buildings (Kensington Liquor Store and Kensington Area Tourist Association Building) owned by the Town of Kensington are encroaching on lands of the Province of Prince Edward Island (Confederation Trail – PID No. 76885);

AND WHEREAS The Province of Prince Edward Island have expressed their desire in writing to correct the encroachments through subdividing appropriate portions of their property (PID No. 76885), as indicated on survey plan number 151-08784-S01, and appending such property to lands of the Town of Kensington (PID No. 868646);

AND WHEREAS Kensington Town Council, through its Finance and Administration Committee, has indicated their desire to move forward and correct the encroachments;

BE IT RESOLVED that Kensington Town Council approve a subdivision of Parcel's CT-A and CT-B from PID No. 76885, being lands of the Province of Prince Edward Island., as per Plan No. 151-08784-S01, dated September 3, 2015, drawn by WSP.

Unanimously carried.

10.2 Moved by Councillor Spencer, seconded by Councillor MacLean,

BE IT FURTHER RESOLVED that Kensington Town Council approve a consolidation of Parcel's CT-A and CT-B to PID No. 868646, being lands of the Town of Kensington, as per Plan No. 151-08784-S01, dated September 3, 2015, drawn by WSP.

Unanimously carried.

11. Correspondence

11.1 A newsletter from the Trans Canada Trail on current and upcoming initiatives.

11.2 An email, expressing appreciation to the Kensington Police department from Rusty Rover Tours regarding a recent customer who had lost her purse and it was returned to its owner by Kensington Police Service.

11.3 An email from Health and Wellness Minister Doug Currie, announcing that the Community Gardens Complex has been approved for the Arena Support Grant in the amount of \$9,000.00.

12. Committee Of The Whole (In - Camera)

12.1 *Moved by Councillor Mill, seconded by Councillor MacLean to commence into a Committee of the Whole meeting at 8:08 PM. Unanimously carried.*

12.2 *Moved by Councillor Mill, seconded by Councillor Spencer to come out of the Committee of the Whole meeting at 8:24 PM. Unanimously carried.*

13. Adjournment

Moved by Councillor Doucette, seconded by Councillor MacLean to adjourn the meeting at 8:25 PM. Unanimously carried.

Wendy MacKinnon,
Deputy Administrator

Rowan Caseley,
Mayor

TOWN OF KENSINGTON
Public Safety Committee Report
Tuesday, Oct 6, 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, Fire Chief Allan Sudsbury
Chief Lewis Sutherland

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 is being circulated with this report and will be motioned for approval following the adoption of this report*
- 4.2 An update was provided to the Committee on the status of the Fire Department Policy Review project. *An email update from Bill Hogan is being circulated with this report.*
- 4.3 Fire Chief Allan Sudsbury provided information on upcoming purchase requirements for the department. The CAO provided approval for the purchase of a new chimney sweep for the department at a cost of \$1,695.00 plus HST. Quotes have been requested for new safety vests for all firefighters.

5. Emergency Measures

5.1 Nil

6. Police Services

- 6.1 The monthly police statistical report was reviewed by the committee. *The statistical report is being circulated with this report and will be motioned for approval following the adoption of this report*
- 6.2 Quotes have been requested for the installation of the Electronic Speed Radar Signs. It is hoped that they will be installed shortly. We continue to wait on formal approval from the Province of PEI.
- 6.3 The new Police Cruiser is scheduled to arrive within two weeks. The Committee is recommending that the car be marked with stealth markings. *Photos of a similar “marked” vehicle ct g being circulated with this report.* Town Council is requested to affirm their support of the Committee’s recommendation through a formal motion.

7. Other Matters

7.1 Nil

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



Agenda

**Public Safety Committee
Regular Meeting – October 6, 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

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

ITEM 1: CALL OF MEETING TO ORDER AND WELCOME

Presiding: Councillor David Doucette

ITEM 2: DECLARATION OF CONFLICT OF INTEREST

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

ITEM 3: DELEGATIONS/PRESENTATIONS

ITEM 4: FIRE SERVICES

- 4.1 Monthly Fire Report - Statistics Report
- 4.2 Update on Fire Department Policy Review
- 4.3 Other Matters

ITEM 5: EMERGENCY MEASURES

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

Agenda
Town of Kensington – Public Safety Committee

5.2 Other Matters

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

Geoff Baker

From: Allan Sudsbury <allanstowing@gmail.com>
Sent: Sunday, October 04, 2015 9:18 PM
To: townmanager@townofkensington.com; Rodney Hickey; dldoucette
Subject: September Fire Report
Attachments: KFD SPREADSHEET FOR CALLS.xlsx

Attached is the Fire Department report for the month of September. We had 9 calls during the month with an average attendance of 15 firefighters.

We had the Brownies/Girl Guides use the Fire Hall for their registration. Three firefighters attended PEIFFA training courses.

September practice was held with 18 in attendance. Practice was training on new BA's and truck training. We also received some more equipment which had been ordered at the Maritime Fire Chief's Convention.

We attended in a group the visiting hours for Retired Firefighter Elmer Burt. The #2 1960 International Pumper was parked outside the Funeral Home for the visiting hours and funeral and joined in the funeral procession to the cemetery.

Allan Sudsbury
Fire Chief
Kensington Fire Department.

DATE	TYPE OF CALL	LOCATION	# OF	# OF
			FIREFIGHTERS	TRUCKS
4-Sep	MVC with entrapment	Rte 2 Travellers Rest	16	2
6-Sep	Grass Fire	MacMurdo Rd	15	1
8-Sep	Fire Alarm	Malpeque	16	2
10-Sep	Residential Fire Alarm	Darnley	21	4
11-Sep	Fire Alarm	Pleasant Street	13	2
11-Sep	Camper Fire	Twin Shores	20	4
18-Sep	Structure Fire	Rte 2 Springfield	15	4
29-Sep	MFR	Blue Shank Road	14	1
29-Sep	Commercial (Cancelled)	Darnley	13	2

DATE	TYPE OF CALL	LOCATION	# OF	# OF
			FIREFIGHTERS	TRUCKS
4-Sep	MVC with entrapment	Rte 2 Travellers Rest	16	2
6-Sep	Grass Fire	MacMurdo Rd	15	1
8-Sep	Fire Alarm	Malpeque	16	2
10-Sep	Residential Fire Alarm	Darnley	21	4
11-Sep	Fire Alarm	Pleasant Street	13	2
11-Sep	Camper Fire	Twin Shores	20	4
18-Sep	Structure Fire	Rte 2 Springfield	15	4
29-Sep	MFR	Blue Shank Road	14	1
29-Sep	Commercial (Cancelled)	Darnley	13	2

Geoff Baker

From: Bill Hogan <wghogan@hotmail.com>
Sent: Wednesday, September 30, 2015 8:24 AM
To: Geoff Baker
Subject: Fire Department Project
Attachments: Kensington Volunteer Fire Department Policy.docx

Hi Geoff

Sorry to take so long to get back to you. My brother [REDACTED]
[REDACTED]

The project is progressing well. I have carried out the following meetings with the with the members of the Fire Department.

June 8th a general meeting with the Chief, officers and firefighters to review the intent and scope of the project. June 13th and 20th with the Chief and senior officers of the Department to review the current policies and standard operating procedures. We created a list of best practices and desire policy and operational changes. I meet again with the Chief and senior officers on July 6th to review a draft Policy & Standard Operating Guidelines Manual. I have completed a draft table of contents for the manual (see attached) and have been drafting the various policies & SOG's. I had hoped to have this completed by the end of October along with a draft Fire Protection and Service bylaw for your review. I will have to set my time table back by a month or so due to Kevin's passing. I now hope to have the draft bylaw ready by the end of October and the draft policy and SOG's ready by the end of November or early December.

Hope this the information you require.

Regards

Bill Hogan

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SOG 4.2.21 Structural Fire Operations.....	
SOG 4.2.21.1 Defensive Operations.....	
SOG 4.2.21.2 Offensive Operations.....	
SOG 4.2.21.3 Overhaul Operations.....	
SOG 4.2.21.4 Search & Rescue Operations.....	
SOG 4.2.21.5 Ventilation Operations.....	
SOG 4.2.21.6 Water Supply Operations.....	
SOG 4.2.22 Thermal Imaging Camera Operations.....	

Fire Department Mission Statement

It is the mission of the Town of Kensington Volunteer Fire Department to preserve life and property, and to promote public safety. The Department strives in its efforts to respond rapidly to all emergencies, to provide appropriate intervention and to provide continuing community fire and rescue Services. The Department continually challenges itself to improve on the already high quality of services it provides to the residents and visitors of our Community and surrounding area.

[illegible]

Police Department Occurrence Report Summary 2015														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Fire Prevention Act					1		1						2	0.38%
Firearm Act									1				1	0.19%
Forcible confinement													0	0.00%
Fraud		1	1	3	2	2	1	2	1				13	2.44%
Harrassing Phone Calls	2	1						1					4	0.75%
Impaired Driver	3	1		4	1	3	4	1	1				18	3.38%
Information Files	2		1		1								4	0.75%
Injury Accidents													0	0.00%
Liquor Offences	1	1	2				5	2	2				13	2.44%
Litter Act													0	0.00%
Lost and Found	1	1	1	1	2	3	4	8	1				22	4.13%
Luring Minors													0	0.00%
Mental Health Act	1	1			2		1	1	1				7	1.31%
Mischief			1	2		3		1	2				9	1.69%
Motor Vehicle Accidents			2	2		1		1	1				7	1.31%
Motor Vehicle Act	5	2		4	10	8	8	2	10				49	9.19%
Municipal Bylaws					3	2	2	1	1				9	1.69%
Off Road Vehicle Act	2	1	2				2						7	1.31%
Other Criminal Code		1											1	0.19%
Person Reported Missing	1		1		1		1						4	0.75%
Possession of restricted weapon													0	0.00%
Property Check		2	2	5	1	1	3	1					15	2.81%
Resist Arrest													0	0.00%
Roadside Suspensions													0	0.00%
Robbery													0	0.00%
Sexual Assaults / Interference	1				1				1				3	0.56%
STEP (Integrated Traffic Enforcement)								1					1	0.19%
Sudden Death													0	0.00%
Suspicious Persons / Vehicle				1		2	3	1	1				8	1.50%
Theft Of Motor Vehicle					1				1				2	0.38%
Theft Over \$5000													0	0.00%
Theft Under \$5000		1	1	1		1	2	4	3				13	2.44%

Police Department Occurrence Report Sumary 2015														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Traffic Offences													0	0.00%
Trespass Act					1		1						2	0.38%
Trespass at Night													0	0.00%
Uttering Threats	1			1		1	1						4	0.75%
SOTS Issued	5	9	5	3	11	6	15	29	3				86	16%
Total Incidents	47	47	41	54	65	55	78	90	56				533	100%
HTA Warnings	7	2	3	2	6	1	2	5					28	
Foot Patrols in hours	3		2	5	5	8	2	5	4				34	
Community policing school				15	7	13.5			4.5				40	







TOWN OF KENSINGTON
Community Services Committee Report
Wednesday, September 16, 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: Nil

Absent : Councillor Mack MacLean

1. Call of Meeting to Order and Welcome

- 1.1 Councillor Spencer called the meeting to order at 6:15 PM and welcomed committee members and staff.

2. Declaration of Conflict of Interest

- 2.1 No declarations of conflict of interest were made.

3. Delegations/Presentations

- 3.1 Nil

4. Property Matters

- 4.1 There were no new building permit applications to be reviewed at the time of the regular Committee meeting. A subsequent building permit was received which was approved by the CAO. *A copy of the monthly building permit summary report is being circulated with this report and will be motioned for approval following acceptance of this report.*
- 4.2 There were no re-zoning applications this month.
- 4.3 There was discussion on Home based businesses in Town. It is apparent that a property in town is becoming more of an intensive commercial operation than what is contemplated as a Residential Home Based Business within the Development Control Bylaw. Staff will review the issue and resolve with the property owner.
- 4.4 Considerable discussion was held on the subdivision of semi-detached units and the current Bylaw requirement for a masonry firewall, which exceeds the requirements of the National Building Code and the National Fire Code. An application for the subdivision of a semi-detached unit without a “masonry” firewall separation was received by the Committee and is being recommended to Town Council for consideration along with a recommendation to

amend Section 4.37 (2)(b) of the Development Control Bylaw to remove the requirement for a firewall separation to be masonry. *A Request for Decision (RFD) will be presented to Town Council following the adoption of the report in this regard. The RFD is attached and is being circulated with this report.*

5. Public Works

- 5.1 The street line painting is still not quite complete. Staff are trying to reach the contractor to get a completion date. Public Works staff are working to remove brush from around the lagoon. The vegetation around the lagoon can potentially impact treatment levels due to the blockage of wind. We are still trying to determine the root cause of what may be capacity issues at the lagoon.
- 5.2 There has been a water infiltration issue at Town Hall in the oil tank room. We have had people in to inspect, but to date no repairs have been undertaken.
- 5.3 The Civic Numbering policy is nearing completion.
- 5.4 As mentioned at previous meetings, we discussed the need for newer snow removal equipment before the winter. An RFP will be completed and issued soon.
- 5.5 The summer Public Works position wrapped up on September 26.

6. Infrastructure

- 6.1 Our annual Sewer line cleaning will commence the week of October 19, 2015.
- 6.2 Nothing to report.
- 6.3 The tender for the Woodleigh Drive Sidewalk Replacement/School Street Paving projects was issued on September 21, 2015.
- 6.4 The Linwood Drive/Maple Lane Storm Water Management Project is still in the design stage. The project will commence in the spring of 2016.
- 6.5 The School Street Paving project tender was included in the Woodleigh Drive sidewalk tender.
- 6.6 We will have to make an assessment in the spring of just how extensive the repairs to the Boardwalk at the Railyards will have to be.

7. The meeting was adjourned at 7:40 PM.



Agenda

**Community Services
Regular Meeting – Third Wednesday of the Month – 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

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

ITEM 1: CALL OF MEETING TO ORDER AND WELCOME

Presiding: Councillor Jeff Spencer

ITEM 2: DECLARATION OF CONFLICT OF INTEREST

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

ITEM 3: DELEGATIONS/PRESENTATIONS

ITEM 4: PROPERTY MATTERS

- 4.1 Building Permit Summary
- 4.2 Building Permits Requiring Approval
- 4.3 Home Based Business
- 4.4 Other Matters

ITEM 5: PUBLIC WORKS

- 5.1 Monthly Report

Agenda
Town of Kensington – Community Services Committee

- 5.2 Building Maintenance
- 5.3 Civic Numbering Bylaw
- 5.4 Snow Removal Equipment RFP
- 5.5 Other Matters

ITEM 6: INFRASTRUCTURE

- 6.1 Water and Sewer
- 6.2 Buildings
- 6.3 Woodleigh Dr. Sidewalk
- 6.4 Linwood Drive/Maple Lane Storm Water Project
- 6.5 School Street Resurfacing
- 6.6 Boardwalk Improvements
- 6.7 Other Matters

ITEM 7: OTHER MATTERS

ITEM 8: ADJOURNMENT

BUILDING PERMITS SUMMARY
October 2015

PERMIT NUMBER	DATE PERMIT ISSUED	PROPERTY NUMBER	APPLICANT’S NAME AND ADDRESS	TELEPHONE NUMBER	PERMIT STATUS	N E W	R E N	O T H	TYPE	ESTIMATED COST	ESTIMATED START AND COMPLETION DATE
14-15	October 6, 2015	921072	Sara McCarvill & Tyler Doucette	902-388-5098	Approved	X			R	\$TBD	Start: October 2015 Finish: January 2015
					DESCRIPTION:	Construction of prefab house					
										\$	Start: Finish:
					DESCRIPTION:						
										\$	Start: Finish:
					DESCRIPTION:						
										\$	Start: Finish :
					DESCRIPTION:						
										\$	Start: Finish :
					DESCRIPTION:						

TYPE OF CONSTRUCTION

- R

Residential Single
- D

Residential Duplex
- M

Residential Multi-Family
- A

Agricultural
- I-C

Industrial (commercial)
- INST

Institutional
- ED

Educational
- O

Other

**TOWN OF KENSINGTON
APPLICATION FOR BUILDING PERMIT**

1. Name and Address of Applicant Sara McConill: Tyler Doucette
173-1 Brookins Drive, Kensington Telephone 388-5098/432 0388

2. Property Address 7 Lions Drive Property Number 921072

3. Property Status:
 Land purchased from Bill MacNeill Year Purchased 2015 (pending)
 If lot is located in an approved sub-division, please give
 Name of Sub-Division: _____ Lot No. _____ (→ permit approval: lawyer review)

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

5. Location of property to be developed:
 Located on North _____ South ☒ East _____ West _____ side of Lion's Drak Street
 Between the property of _____ and the property of _____

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

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

Describe Project: would like to build a prefab home on the
lot. Single family home with 3 bedrooms and
2 car garage.

Ground floor: Length 28 Feet. Width 46 Feet.

Number of Stories 2 Number of Bedrooms 3

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

8. Water Supply: Private _____ Municipal ☒

9. Sewerage System: Private _____ Municipal ☒

10. Estimated cost of Project: _____

11. Name and Address of Contractor or Chief Contractor Brent Lewis (439-1694)
23724 Trans Canada Highway Borden Carleton, PE

12. Dates of expected start and finish of project: October 22 - January 31, 2016

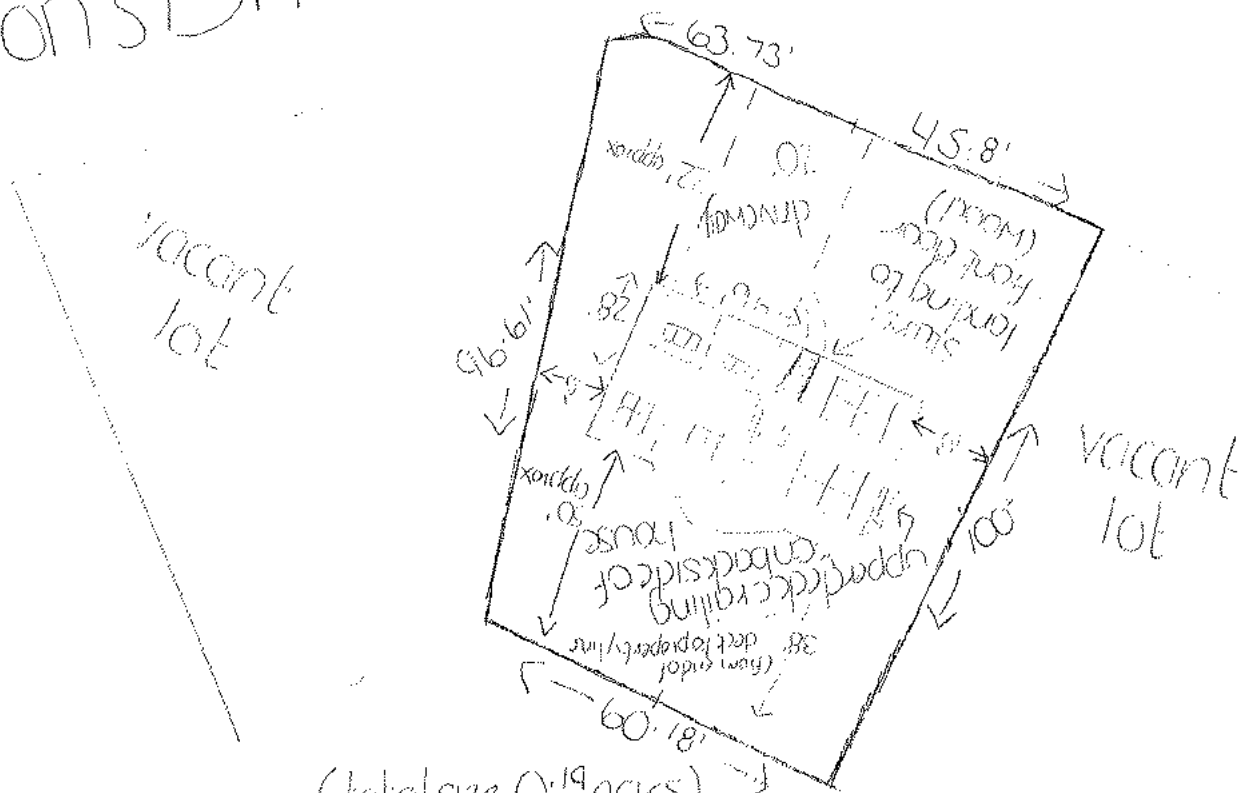
13. Moving a building (Describe) n/a

14. Demolishing a building (Describe) n/a

15. Please provide a diagram of proposed construction

RECEIVED
SEP 29 2015

- # Lion's Drive

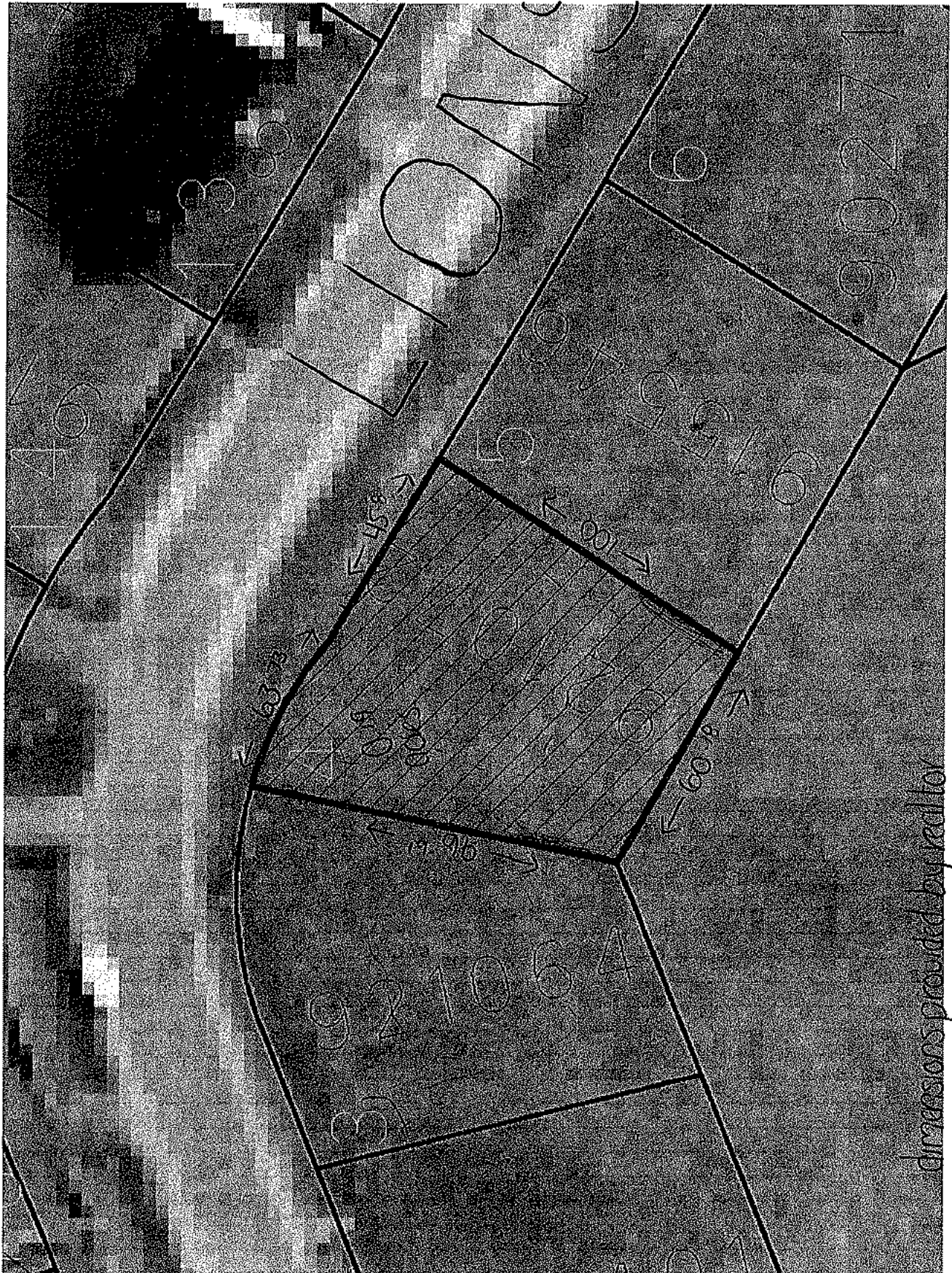


(total size 0.19 acres)
(lot # 921072)

Signature of Applicant _____

Date:

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



dimensions provided by realtor

Town of Kensington - Request for Decision

Topic: Subdivision of Lands of Andrew R. Morrison – PID No. 1015148	Date: October 9, 2015
Proposal Summary: <p>Please see attached survey Plan No. 151-11143-S01, drawn by WSP, along with a request from Cox and Palmer to subdivide PID No. 1015148 into two separate parcels, being Lot 9E and Lot 9W. The property currently carries a multi-family residential (R3) zoning designation and contains a constructed semi-detached unit. It is noted that the semi-detached unit does not contain a “masonry” firewall between the two units as required by the current Zoning and Subdivision Control Bylaw.</p> <p>The semi-detached unit was built in 2008, and was built in compliance with the enacted Development Control Bylaw at that time, as there was no “masonry” firewall requirement within the previous Bylaw. It is important to note that neither the National Building Code nor the National Fire Code specifies the requirement for a “masonry” firewall.</p> <p>Hope Parnham, of DV8 Consulting was asked to review the subdivision application and provided a full report in that regard. <i>A copy of her report is being circulated with this Request For Decision.</i> While she makes specific recommendations on how the application should be treated, the Committee are recommending that the subdivision be considered immediately and that an amendment process to amend Section 4.37 (2)(b) of the Development Control Bylaw proceed forthwith. Committee’s request for consideration to proceed with the application is based on information provided by the contractor (<i>email attached to this Request for Decision</i>) and its perceived compliance with the National Building and Fire Code of Canada.</p> <p>It is apparent that the word “masonry” was erroneously added to the new Bylaw and was not a conscious decision of Town Council. Generally speaking, unless it was the intent of the Town to 1. Enforce the National Building Code and National Fire Code in the construction of semi-detached, row and town house dwellings; and 2. To apply more stringent regulations than either code with respect to firewall separation requirements, than the inclusion of the word “masonry” in the Bylaw does not have a specific planning-related merit (DV8 Report). Generally speaking, a Municipal Bylaw should not restate, or duplicate regulations from a different Code or source, when the source of the regulations is referenced; this can cause errors when the amendments occur and the Bylaw is not amended accordingly. It is proposed that Town Council, through the Bylaw amendment process, amend Section 4.37 (2)(b) by removing the clause entirely and replacing with the following proposed wording: <i>“The units shall be separated from the basement floor to the underside of the roof in accordance with the National Building and Fire Code regulations.”</i></p> <p>It is the Committee’s opinion that the semi-detached unit was constructed in compliance with the Development Control Bylaw enacted at the time of construction, the National Building Code and the National Fire Code. To request the applicant to wait until the completion of the Bylaw amendment process to remove the word “masonry” from the Bylaw, is unreasonable. Such a process can potentially take up to three months to complete. As such it is requested that Council consider the application immediately.</p>	
Benefits: <ul style="list-style-type: none">• None noted.• 	

Disadvantages:

- None noted.

Policy Implications

- A review of the Development Control Bylaw was undertaken by DV8 Consulting. A copy of their report is being circulated with this Request for Decision.

Options:

1. Approve the subdivision as proposed.
2. Not allow the property to be subdivided.

Bids Received:

N/A

Costs:

N/A

Source of Funding:

N/A

Recommendation/Comments:

The Community Services Committee and the CAO are recommending that Town Council consider the following resolutions to approve the subdivision application as proposed and to concurrently initiate a Bylaw amendment process to remove the word “masonry” from Section 4.37 (2)(b) of the Development Control Bylaw:

Motion 1:

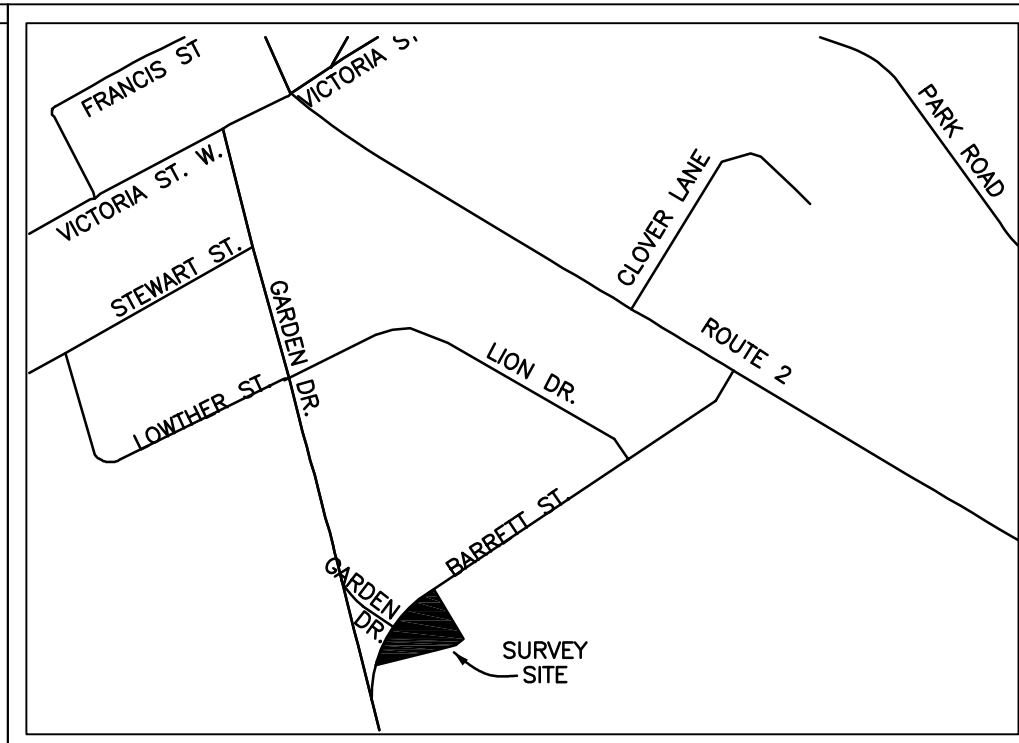
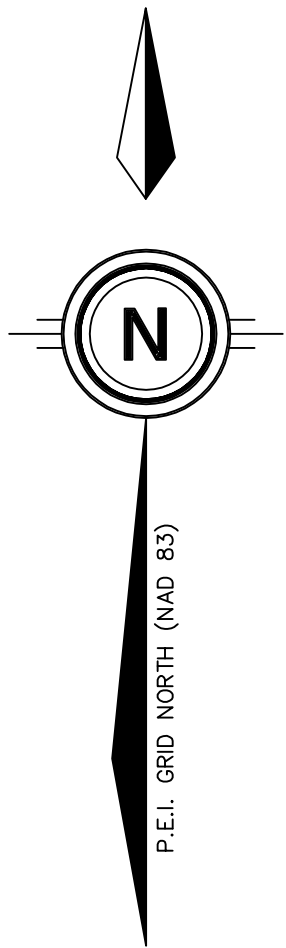
THAT Town Council approve a subdivision of PID # 1015148, being lands of Andrew R. Morrison located along Barrett Street, into 2 separate parcels, being lots 9E and 9W, as per drawing no. 151-11143-S01, drawn by WSP.

Motion 2:

THAT Town Council direct Chief Administrative Officer, Geoff Baker, to initiate a Bylaw Amendment process to amend Section 4.37 (2)(b) 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.

NAD83 (C.S.R.S.) COORDINATES
P.E.I. DOUBLE STEREOGRAPHIC PROJECTION
EXPRESSED IN METRES

Point	Easting	Northing
9192	351224.731	709315.914
9197	351109.720	709349.951
9198	351160.843	709417.424
9199	351162.554	709418.499
9219	351189.141	709373.623
9220	351182.327	709368.170
11716	351146.106	709406.490
11717	351180.607	709367.739



KEY PLAN
1:50,000

LEGEND:

FOUND SURVEY MARKER	□ Fd.
PLACED SURVEY MARKER	■
LANDS DEALT WITH BY THIS PLAN	—
RADIUS	R
CENTRE OF CURVATURE	C.C.
LENGTH OF ARC	A
POINT OF CURVATURE	P.C.
WITNESS	WT.
UTILITY POLE	● U.P.
CALCULATED POINT	● C.P.
FENCE	-X-X-

NOTES:

- THE FIELD WORK FOR THIS SURVEY WAS EXECUTED DURING OCTOBER, 2015.
- AZIMUTHS ARE GRID.
- AZIMUTHS AND COORDINATES SHOWN ARE BASED ON THE PEI DOUBLE STEREOGRAPHIC PROJECTION WITH NAD83 (CSRS) REFERENCE SYSTEM.
- ALL DIMENSIONS ARE GIVEN IN METRES, UNLESS NOTED.
- ADJOINING LAND OWNER INFORMATION HAS BEEN OBTAINED IN WHOLE OR IN PART FROM THE PROVINCE OF PRINCE EDWARD ISLAND GEOLINC PLUS WEBSITE AS PUBLISHED ON OCTOBER 5, 2015.



410 MOUNT EDWARD ROAD, UNIT 1, CHARLOTTETOWN
PRINCE EDWARD ISLAND, CANADA C1E 2A1
PHONE: 902 566-5966 - FAX: 902 592-9444 - WWW.WSPGROUP.COM
195 MacEwen Road, Summerside
PRINCE EDWARD ISLAND, CANADA C1N 5Y4
PHONE: 902 436-2069 - FAX: 902 436-8601 - WWW.WSPGROUP.COM

PLAN OF SURVEY SHOWING
LOTS 9E & 9W,
BEING A SUBDIVISION OF LANDS OF
ANDREW R. MORRISON

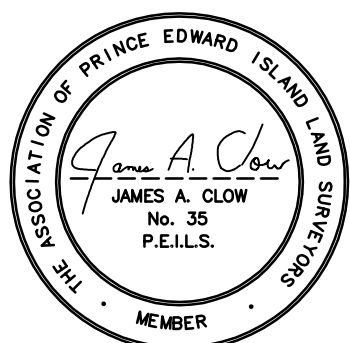
5 0 5 10 15 20
SCALE: 1:250 METRIC

KENSINGTON
PRINCE COUNTY
DRAWN BY: N.GALLANT, C.E.T.
DRAWING No.: 151-11143-S01

LOT 19
P.E.I.
ORTHO No.: 11L 05 6E2
P.I.D. No. 1015148

I, JAMES A. CLOW, PRINCE EDWARD ISLAND LAND SURVEYOR, DO HEREBY
CERTIFY THAT THIS SURVEY WAS EXECUTED UNDER MY DIRECTION AND
SUPERVISION, AND THAT THIS PLAN IS A TRUE AND CORRECT
REPRESENTATION OF SAID SURVEY.

James A. Clow
JAMES A. CLOW P.E.I. LAND SURVEYOR
OCTOBER 9, 2015
DATE



September 14, 2015

Town of Kensington
PO Box 418 Kensington, PE
C0B 1M0
Phone: (902) 836-3781
Fax: (902) 836-3741
Email: townmanager@kensington.com

Re: Application to subdivide a semi-detached

Dear Mr. Baker,

I have reviewed the Town of Kensington's *Official Plan* and *Zoning and Subdivision Control (Development) By-law* with respect to the subdivision application for **8 Barrett Street**, as we discussed.

I understand that the issue at hand is that the requirements for the subdivision of a semi-detached have changed since the construction of the semi-detached dwelling which was approved for construction under the previous By-law. The change in the By-law relates to the specification of the type of fire wall separation required between the two units if and when they are to be subdivided, as follows:

Section 4.37 Special Requirements for Semi-detached, Row or Town House Dwellings

1. *No semi-detached, row or town house dwelling shall be erected in a manner which will not permit subdivision into individual units pursuant to subsection (2).*
2. *Semi-detached and row or townhouse dwellings may be divided independently for individual sale and ownership provided that:*
 - a. *(Not applicable)...*
 - b. *The units must be separated from the basement floor to the underside of the roof by a vertical **masonry** fire wall built in accordance with applicable National Building and Fire Code regulations.*
 - c. *...*

Unless it was the intent of the Town to 1) enforce the National Building Code and National Fire Code in the construction of semi-detached, row and town house dwellings; and, 2) to apply more stringent regulations than the Code with respect to fire wall separation requirements, than the inclusion of the word *masonry* in the above regulation does not have a specific planning-related merit.

Through a brief review of five other Municipal By-laws, it was found that the Town of Cornwall has adopted the exact same wording in their development control By-Law; Stratford, Charlottetown and Montague have similar wording with the exclusion of the word *masonry*; and, the City of Summerside makes no reference to the wall separation requirements within their Development Regulations, however specifies the requirement of a masonry or concrete fire wall separation in their Building By-Law.

Generally speaking, a Municipal By-law should not restate, or duplicate regulations from a different Code or source, when the source of the regulations is referenced; this can cause errors when amendments occur and the By-law is not amended accordingly.

With respect to Section 4.37, I would suggest that *“The units must be separated from the basement floor to the underside of the roof in accordance with the National Building and Fire Code regulations.”* is sufficient if the intent is to require a separation wall that meets national standards, of which may be amended from time to time, and that the By-law regulation will always reflect the current standards at the time of an application.

The current application for subdivision must however be dealt with under the current By-law regulations which specifies that the separation wall must be of the masonry type. Two options are therefore recommended:

1. Require that the construction be upgraded to a masonry type to satisfy the current By-law regulations; or,
2. Amend the By-law to reflect the intent of Council which is that the separation of the two units is to be in accordance with National Building and Fire Code regulations. (Suggested text provided above)

Please note that for either of the above options, when By-law regulations state that construction must satisfy Code regulations only a qualified architect and/or engineer can submit a design certificate certifying that the Building has been designed and constructed to meet the requirements. Otherwise, the Town is responsible for inspecting and verifying the Code compliance.

Before the Town proceeds to amend the By-Law as a solution to this specific application, the applicant should be advised that the submission of a design certificate will be required. I understand the construction details have been provided to the Town however it is beyond my professional qualifications to comment as to whether or not the construction meets Code as built.

To summarize, I am recommending the following:

- That the Town amend Section 4.37.2(b) to remove the specification of a masonry wall as the specific form of separation between two attached dwelling units, and instead to require construction of the wall based on the National Building Code and National Fire Code regulations. Proposed wording: *“The units must be separated from the basement floor to the underside of the roof in accordance with the National Building and Fire Code regulations.”*
- That upon receipt of applications for the subdivision of units under this Section in the future, that the Town require the submission of a design certificate prepared by a qualified architect and/or engineer that certifies that the Building has been designed and constructed to meet the specified Code requirements.
- That the current applicant be advised that under the current By-law the application to subdivide cannot be approved; that the By-law amendment is being considered and that *if* adopted the amendment *may* permit the subdivision of his semi-detached; and, that *if* the amendment is

approved he will be responsible for submitting a design certificate confirming that the construction of the separation wall meets National Building Code and Fire Code regulations.

Should you have any further questions on either of the above applications, please feel free to contact me.

Best regards,



Hope Parnham, CSLA MCIP

Dv8 CONSULTING

CHARLOTTETOWN PE

E. HPARNHAM@OUTLOOK.COM

T. 902-393-1815

Geoff Baker

From: Andy Morrison <andy@mancavesolutions.ca>
Sent: Friday, September 11, 2015 11:16 AM
To: townmanager@townofkensington.com
Subject: Fwd: fire code wall

Hey Geoff

Pleased find attached information on the construction of firewall at 8 Barrett Street

Thank you

Andy Morrison
Man Cave Solutions
Fort McMurray
Andy@mancavesolutions.ca
(780) 215-0189

----- Original message -----

From: MarvinJohnson <marvinjohnson@eastlink.ca>
Date: 2015-09-11 5:58 AM (GMT-07:00)
To: andy@mancavesolutions.ca
Subject: fire code wall

Hi Andy,

When your duplex was built between the units, Two 2x4 walls with separate plates and a 1 inch spare between the walls with 16 inch centers. Insulated with fire code insulation. We then installed metal resilient bars to give a 1/2 inch gap between the stud and gyprock for two reasons 1st for less sound to transfer through the walls and 2nd to create a gap so no heat would thermo bridge from the gyprock to the wood stud. Finally we installed two layers of fire code gyprock on each side (unit) filling all joints to complete the process. The attic area is done the same way as in the living quarters.

This will give the duplex an estimated 2 hour burn through rating according to Canadian Gypsum Company construction hand book.

If I can answer any more question for you give me a call 902-836-3300

Marvin Johnson, Johnson Construction LTD.

TOWN OF KENSINGTON
Finance and Administration Committee Report
Wednesday, October 07, 2015
5:30 PM

Committee Members Present: Chair, Deputy Mayor Rodney Mann, Councillor Jeff Spencer, Councillor Mack MacLean, 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 5:30 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. 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 (\$)
Town	-20,775.76	25,355.67	32,075.05	-5,909.97
CGC	-4,196.41	7,235.25	-42,559.87	12,726.65
Fire	1,192.46	3,188.00	15,152.68	18,234.00
Consolidated	-23,779.71	35,778.92	4,667.86	25,050.28

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 and the allocation of the misc. revenue to the Water and Pollution Control Corporation.

Community Gardens Complex is showing a small 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.

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 September in the amount of \$163,897.22 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 September in the amount of \$35,041.47 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 (\$)
Water and Pollution Control Corp.	28,432.09	800.00	14,377.91	2700.00

The committee reviewed the income statement of the Water and Pollution Control Corporation and did not note any issues. The misc. revenue from the General Government has been allocated to the sewer to cover the addition sewer cleanup costs.

5. Other Business

5.1 Business/Vendor License – CAO Baker has distributed a draft copy of the Bylaw for our review. Each member will review and bring back to our next meeting.

5.2 Audit Request for Proposals (RFP) – The Audit RFP has closed and the Town received seven submissions. Staff will evaluate each submission and rank each based on the criteria set forth in the RFP and bring a recommendation forward to Council.

5.3 Borrowing Resolution – In order to proceed with our capital projects the Town will need to borrow the amount equal to the town's gas tax allocation. This amount will be repaid over the next three years as the funds come into the town. *A Request for Decision is being circulated with this report and will be presented for Council's consideration following the adoption of this report.*

5.4 IRAC Water & Sewer Rate Study – The Finance and Administration Committee was presented with financial information showing the accumulating cash flow deficits each year in the water and sewer department. The last rate change was seven years ago in January of 2009. In order to make this department sustainable, a rate increase will be necessary. Different scenarios were presented to the Committee to show future cash flow projections. The Finance and Administration committee is recommending that staff submit an

application to IRAC for a 1.5% per year rate increase for water and a 3% per year rate increase for sewer over a five year period beginning January 1, 2016. This will equate to an increase of approximately \$1.00 per month for a residential customer or less than the cost of a small coffee. Town Councillors are requested to consider and adopt the following resolution:

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.

- 5.5 Meals on Wheels – The Town was presented with a sponsorship request from the Kensington branch of Meals on Wheels. The Town has always supported this worthwhile cause for the residents of Kensington. *A copy of the request is attached to this report.* Town Councillors are requested to consider and adopt the following resolution:

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

- 5.6 Speed Radar Sign Installation – The Town was presented with two quotes to install the new electronic speed radar signs. Two quotes were received from Capital T Electric for \$4,420.70 plus HST and Mid-Isle Electric for \$4,940.00 plus HST. *Copies of the quotes are attached to this report.* Town Councillors are requested to consider and adopt the following resolution:

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

6. Adjournment

- 6.1** The meeting was adjourned at 7:16 pm.



Agenda

**Finance and Administration
Regular Meeting – Wednesday before Regular Council Meeting – 5:30 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

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 Status of Business/Vendor Licensing Bylaw

Agenda

Town of Kensington – Finance and Administration Committee

5.2 Status of Audit RFP

5.3 Borrowing Resolution for Bridge Financing for 2015/16 CIP

5.4 IRAC Water and Sewer Rate Study

5.5 Meals on Wheels Support Request

ITEM 6: ADJOURNMENT

TOWN OF KENSINGTON

Year End Income Statement Comparison of Actual to Budget for September 2015

GENERAL REVENUE	Current Month			Year to Date			Annual Budget	% Full Year
	Actual	Budget	Variance	Actual	YTD Budget	Variance		
General Revenues	\$46,543.72	\$77,045.00	-\$30,501.28	\$747,616.24	\$699,277.00	\$48,339.24	\$923,662.00	81%
Police Service	\$574.85	\$2,500.00	-\$1,925.15	\$11,450.75	\$22,500.00	-\$11,049.25	\$30,000.00	38%
Town Hall Rent	\$7,796.40	\$12,034.00	-\$4,237.60	\$90,674.22	\$112,604.00	-\$21,929.78	\$148,706.00	61%
Recreation			\$0.00	\$3,940.00	\$4,200.00	-\$260.00	\$5,200.00	76%
Sales of Service	\$31,904.70	\$31,000.00	\$904.70	\$285,355.50	\$278,200.00	\$7,155.50	\$371,200.00	77%
Subtotal Revenue	\$86,819.67	\$122,579.00	-\$35,759.33	\$1,139,036.71	\$1,116,781.00	\$22,255.71	\$1,478,768.00	77%
GENERAL EXPENSES								
Town Hall	\$12,071.33	\$12,245.00	\$173.67	\$114,977.32	\$120,955.00	\$5,977.68	\$161,490.00	71%
General Town	\$31,329.66	\$24,476.33	-\$6,853.33	\$321,569.08	\$295,754.97	-\$25,814.11	\$398,435.00	81%
Police Department	\$29,270.98	\$30,816.00	\$1,545.02	\$269,620.15	\$297,459.00	\$27,838.85	\$403,522.00	67%
Public Works	\$14,100.89	\$11,157.00	-\$2,943.89	\$194,057.55	\$192,552.00	-\$1,505.55	\$240,595.00	81%
Train Station	\$1,581.22	\$1,542.00	-\$39.22	\$18,516.89	\$20,228.00	\$1,711.11	\$28,004.00	66%
Recreation & Park	\$5,290.50	\$2,850.00	-\$2,440.50	\$61,390.15	\$59,910.00	-\$1,480.15	\$62,710.00	98%
Sales of Service	\$13,950.85	\$14,137.00	\$186.15	\$126,830.52	\$135,832.00	\$9,001.48	\$184,012.00	69%
Subtotal Expenses	\$107,595.43	\$97,223.33	-\$10,372.10	\$1,106,961.66	\$1,122,690.97	\$15,729.31	\$1,478,768.00	76%
Net Income (Deficit)	-\$20,775.76	\$25,355.67	\$46,131.43	\$32,075.05	-\$5,909.97	-\$37,985.02		
Community Gardens Complex								
Community Gardens Revenue	\$25,658.73	\$34,200.00	-\$8,541.27	\$260,131.82	\$314,700.00	-\$54,568.18	\$421,100.00	62%
Community Gardens Expenses	\$29,855.14	\$26,964.75	-\$2,890.39	\$302,691.69	\$301,973.75	-\$717.94	\$421,100.00	72%
Net Income (Deficit)	-\$4,196.41	\$7,235.25	\$11,431.66	-\$42,559.87	\$12,726.25	\$55,286.12		
Fire Department								
Fire Revenues	\$16,698.00	\$16,628.00	\$70.00	\$152,377.00	\$152,152.00	\$225.00	\$202,036.00	75%
Fire Department Expenses	\$15,505.54	\$13,440.00	-\$2,065.54	\$137,224.32	\$133,918.00	-\$3,306.32	\$202,036.00	68%
Net Income (Deficit)	\$1,192.46	\$3,188.00	\$1,995.54	\$15,152.68	\$18,234.00	\$3,081.32		
Consolidated Net Income (Deficit)	-\$23,779.71	\$35,778.92	\$59,558.63	\$4,667.86	\$25,050.28	\$20,382.42		
Water and Pollution Control Corporation								
Water & Sewer Revenue	\$76,144.76	\$44,635.00	-\$31,509.76	\$433,287.48	\$401,715.00	-\$31,572.48	\$535,620.00	81%
Water & Sewer Expenses	\$47,712.67	\$43,835.00	-\$3,877.67	\$418,909.57	\$399,015.00	-\$19,894.57	\$535,620.00	78%
Water & Sewer Net Income (Deficit)	\$28,432.09	\$800.00	-\$27,632.09	\$14,377.91	\$2,700.00	-\$11,677.91		

Town of Kensington Bills List September 2015

A1 - Vacuums	299387	\$141.38
Amalgamated Dairies Limited	3915257011	\$54.73
Amalgamated Dairies Limited	3915260011	\$57.15
Amalgamated Dairies Limited	3915264012	\$39.13
ADL Foods	2208037	\$249.19
ADL Foods	2207569	\$374.25
ADL Foods	2207560	\$352.48
ADL Foods	2200185	\$15.34
ADL Foods	2203343	\$124.05
ADL Foods	2205612	\$485.38
AJS Development	2014 TAX INCENTIVE	\$3,570.50
Aliant	CGC SEPT 2015	\$297.90
Aliant	POLICE SEPT 2015	\$30.21
AMA PEI	OCT 9, 2015 REGISTRA	\$80.00
Andrew Griffin	MILEAGE AUG 24, 15	\$45.12
Andrew Griffin	SEPT 2015 RRSP	\$462.24
Bell Mobility	361499	\$205.87
AL Bell Ltd	09354	\$2,437.88
Big Boot Shooting Club	388194	\$791.73
Black & McDonald Limited	80-604996	\$2,522.82
Blacktop Graphics	15-085	\$3,505.50
Brenda MacIsaac	SEPT 2015 RRSP	\$265.04
Confidential Name	SEPT 25, 2015 COURT	\$30.00
Camp Triumph	SEPT 25, 2015 TICKET	\$250.00
Campbell's Plumbing and Heating	6755	\$222.02
Campbell's Plumbing and Heating	6754	\$458.28
City of Summerside	1192156-TCH	\$1,368.00
Combat Computer Inc	13013	\$242.24
Combat Computer Inc	13044	\$505.86
Controls & Equipment	8046	\$454.23
Courtney Lowther	FIRE DUES REIMBURSED	\$55.00
Canadian Union of Public Employees	SEPT 2015 UNION DUES	\$430.29
Dale Sabean	2014 TAX INCENTIVE	\$715.69
Davis & Henderson Ltd	SEPT 21, 2015	\$277.71
Desjardins Card Services FCDQ	5495097209	\$701.89
Desjardins Card Services FCDQ	5495193067	\$576.36
DV8 Consulting	DV8-15-015	\$513.00
Eastlink	LIBRARY SEPT 2015	\$60.36
Eastlink	FIRE DEPT SEPT 2015	\$52.38
Eastlink	SEPT 2015	\$641.31
Elizabeth Hubley	SEPT 2015 RENT	\$798.00
Fluff "N" Tuck	49	\$342.00
Fluff "N" Tuck	07	\$342.00
Frito Lay Canada	43757106	\$90.41

Frito Lay Canada	43757172	\$119.88
Frito Lay Canada	43757246	\$90.37
Frito Lay Canada	43757025	\$115.72
Geo Net Technologies Inc	11-2272	\$8,656.02
Geo Net Technologies Inc	11-2271	\$4,141.62
Geo Net Technologies Inc	11-2270	\$7,050.90
Geoff Baker	SEPT 2015 MILEAGE	\$301.22
Grant Thornton	PEI-6756	\$1,982.18
Green Diamond	900104	\$589.77
Hewitt Rentals Inc	5123232 001	\$66.30
Hewitt Rentals Inc	5121890 001	\$132.60
Hewitt Rentals Inc	5126082 001	\$99.45
Hewitt Rentals Inc	5128063 001	\$99.45
Hewitt Rentals Inc	5119718 001	\$356.36
Hickens Service Centre & Discount Tires	2835	\$373.92
Holland College	538649	\$159.45
Irving Oil	31027884	\$307.51
Irving Oil	31021818	\$256.98
Irving Oil	30991839	\$197.39
Irving Oil	31016193	\$1,240.41
Irving Oil	31245	\$316.18
Irving Oil	21632	\$86.25
Irving Oil	323467	\$292.33
Irving Oil	354365	\$345.35
Island First Aid Service	6139	\$85.50
Island Petroleum	4171	\$191.87
Island Petroleum	4152	\$74.99
Island Petroleum	4247	\$177.17
Janet Adams & Elwood MacMillan	FIRE DUES REIMBURSED	\$55.00
Jason Paynter	SEPT 12, 2015	\$18.82
Jason Paynter	SEPT 13, 2015	\$21.66
Joe Arseneault	MILEAGE FOR COURT	\$28.20
Kensington Agricultural Services	14137A	\$131.54
Kensington Agricultural Services	13802A	\$71.67
Kensington Country Store	547662 CGC	\$170.99
Kensington Country Store	549181	\$23.89
Kensington North Watersheds Association	410	\$100.00
Kent Building Supplies	798072	\$19.85
Kent Building Supplies	798988	\$44.03
Kent Building Supplies	799351	\$25.97
Ketchum Manufacturing Inc	53036	\$64.88
Kevin Gillian	SEPT 12, 2015 TRAINI	\$20.52
Kevin Gillian	SEPT 13, 2015	\$18.24
Key Murray Law	213935	\$487.35
Kim Caseley	CELL PHONE SEPT 2015	\$30.00
K'Town Auto Parts	20S156479	\$19.59
K'Town Auto Parts	20S157205	\$30.19

K'Town Auto Parts	20S156627	\$44.41
Kubota Canada Ltd	SEPT 2015	\$262.21
Lee Pidgeon Electrical Ltd	3940	\$207.69
Lewis Sutherland	SEPT 2015 RRSP	\$604.40
Lewis Sutherland	AUG MILEAGE 2015	\$118.44
Lewis Sutherland	SEPT 25, 2015 MEETIN	\$20.00
Long & McQuade Limited Musical Instruments	05029358/01071331	\$51.30
Long & McQuade Limited Musical Instruments	1079104	\$66.12
Long & McQuade Limited Musical Instruments	05029418	\$19.38
Long & McQuade Limited Musical Instruments	01079155	\$10.26
Long & McQuade Limited Musical Instruments	15024461	\$34.20
Maritime Electric	TOWN HALL SEPT 2015	\$1,848.05
Maritime Electric	CAR CHARGER SEPT 15	\$38.94
Maritime Electric	EVK POOL SEPT 2015	\$689.54
Maritime Electric	ART CO-OP SEPT 2015	\$308.67
Maritime Electric	TRAIN STATION SEPT 1	\$968.25
Maritime Electric	LIBRARY SEPT 2015	\$125.64
Maritime Electric	SEN CENT SEPT 2015	\$111.56
Maritime Electric	CGC SIGN SEPT 2015	\$53.20
Maritime Electric	CGC RINK SEPT 2015	\$1,417.13
Maritime Electric	BALLFIELD SEPT 2015	\$28.19
Maritime Electric	PW SHOP SEPT 2015	\$97.11
Maritime Electric	20 STEWART SEPT 2015	\$51.69
Maritime Electric	FIRE HALL SEPT 2015	\$404.62
Maritime Electric	ST LIGHTS SEPT 2015	\$3,151.25
Mary's Bake Shoppe	14	\$38.98
Malpeque Bay Credit Union	SEPT 2015 RRSP	\$1,560.36
Medacom Atlantic Inc	6992	\$248.98
Metalfab	17810	\$959.45
Minister of Finance and Municipal Affairs	SEPT 1, 2015	\$5,868.89
Minister of Finance and Municipal Affairs	CONFED TRAIL LEASE	\$77.25
MJS Marketing & Promotions	2529023	\$45.60
Orkin Canada	6410557	\$28.50
Orkin Canada	6396072	\$142.50
Orkin Canada	6395685	\$108.30
Orkin Canada	6446563	\$57.00
PEI Firefighters Association	C2-2722	\$434.80
Pepsico	46322755	\$1,360.57
Pepsico	53430605	\$33.64
Pepsico	53430604	\$750.59
Pitney Bowes	142140901157	\$192.85
Road Trax Sales and Service	157929	\$805.17
Road Trax Sales and Service	157948	\$376.56
Robert Wood	SEPT 2015 MILEAGE	\$141.00
Rowan Caseley	SEPT 2015 EXP	\$119.85
Rowan Caseley	AUG 2015 EXP	\$103.40
Ryan Simmonds	FLIGHT REIMBURSEMENT	\$600.00

Saunders Equipment Ltd	59126	\$729.60
Mikes Independent	SEPT 18, 2015	\$23.51
Mikes Independent	01 0495	\$38.85
Mikes Independent	01 7839	\$12.08
Mikes Independent	01 1845	\$11.48
Mikes Independent	03 3085	\$12.57
Scotia Securities	SEPT 2015 RRSP	\$304.70
Scotiabank Visa	SEPT 5, 2015	\$2,309.43
Signatures Trophies & Engraving	2015-617	\$6.84
Signatures Trophies & Engraving	2015-618	\$216.14
Spring Valley Building Centre Ltd	152340	\$157.19
Greater Summerside Chamber of Commerce	155227	\$290.70
Suncor Energy Products Partnership	SEPT 2015	\$1,069.58
Superior Sanitation	64734	\$79.80
Superior Sanitation	564735	\$79.80
Superior Sanitation	564736	\$182.40
Superior Sanitation	564737	\$228.00
Superior Sanitation	564738	\$182.40
The Home Place	HARVEST FEST EXP	\$543.84
Transcontinental	164850	\$186.68
Vail's Fabric Services Ltd	242047	\$103.51
Water & Pollution Control Corporation	SEPT 2015 W&S	\$238.16
Yellow Pages Group	15-1947355	\$21.07
Subtotal		<hr/> \$86,339.27
September Payroll		\$77,557.95
Total September Bills		<hr/> \$163,897.22 <hr/>

Town of Kensington - Request for Decision

Topic: Bridge Financing for the 2015-2016 CIP Projects	Date: Oct 7, 2015
Proposal Summary: <p>Kensington Town Council has approved five projects under their Capital Investment Plan (CIP) to be completed 2015 & 2016 (See attached spreadsheet). The Town will utilize five different sources of funding from 3 levels of government as follows: the Municipal Strategic Component (MSC), Direct Allocation (DA) – Gas Tax, Provincial Infrastructure Fund (PIF), Building Canada Fund (BCF) and Municipal funding to complete the CIP projects. The estimates stated in the description of the projects were provided by WSP, the Towns engineering firm. It is important to note that the estimates provided are not tendered amounts and are subject to change.</p> <p>The Pleasant Street Lift Station is estimated to cost \$633,562.50 and has been approved for 50% funding through the MSC fund in the amount of \$316,781.28, 40% funding through the DA – Gas Tax fund in the amount of \$253,425.00 and will be using 10% Municipal funding in the amount of \$63,356.25. The Infrastructure Secretariat will release 100% of the MSC funds after they have received verification of the tender bids and engineering costs, the resolution of Council and proof of insurance. It is proposed that the Municipal funding of \$63,356.25 will be included in the Water and Pollution Control Corporation (WPCC) 2015 capital expenditures and will be included in the year end borrowing for the annual capital costs that are purchased out of current revenue. This project is scheduled to begin in Sept 2015 and completed in Dec 2015.</p> <p>The Woodleigh Drive Sidewalk Replacement project is estimated to cost \$60,416.52 and has been approved for funding under the PIF in the amount of \$35,000.00 and will use \$21,000.00 from the DA - Gas Tax funding and \$4,416 from Municipal funding. The PIF fund will release 75% of the funds at the beginning of the project and release the remaining 25% funding at substantial completion of the project. The Municipal funding for the project will be included in the 2015 General capital expenditures and will be included in the year end borrowing for the annual capital costs that are purchased out of current revenue. This project is scheduled to be completed in the fall of 2015.</p> <p>The Kensington Storm Water Management project is estimated to cost \$1,401,555.00 and has been approved for 2/3 funding in the amount of \$934,370.00 under the BCF fund from the Federal and Provincial governments. This funding will be released based on the paid invoices being submitted on a monthly basis to the Provincial Infrastructure Secretariat for reimbursement. The balance of the 1/3 funding of \$467,185.00 will come from Municipal funds and will be borrowed from Scotiabank on or before construction commencement. The design of this project will be completed throughout the winter of 2015-2016 with construction beginning in the Spring of 2016.</p> <p>The School Street Resurfacing project is estimated to cost \$271,998.60 and will be funded by the DA – Gas Tax funding in the amount of \$250,000.00 and Municipal funding in the amount of \$21,998.60. The Municipal funding for the project will be included in the 2015 General capital expenditures and will be included in the year end borrowing for the annual capital costs that were purchased out of current revenue. This project is scheduled to be completed in the fall of 2015.</p> <p>The Pleasant St Resurfacing project is estimated to cost \$312,415.80 and will be funded by the DA – Gas Tax funding in the amount of \$179,315.00 and Municipal funding in the amount of \$133,100.80. The Municipal funding for the project will be borrowed from Scotiabank at the time of or before construction commencement and is scheduled to begin in the spring/summer of 2016.</p>	

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. The Gas Tax funding of \$502,998.00 is proposed to be borrowed in October 2015 and will bridge finance the CIP projects over the fall of 2015 and 2016 and will have a repayment schedule to coincide with the timing of receiving the DA Gas Tax funding.

Benefits:

1. Will allow the Town to the greatest extent possible to complete its CIP projects while minimizing interest costs.

Disadvantages:

1. None noted.

Policy Implications:

1. None noted.

Options:

1. To approve borrowing funds to bridge finance the CIP projects.
2. To not borrow funds.

Bids Received:

- N/A

Costs:

- Associated Interest Cost

Source of Funding:

- General & WPCC Revenues

Recommendation/Comments:

It is recommended by the Finance and Administration Committee that Town Council consider and adopt the following resolution:

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.

2015 Town of Kenisngton Capital Investment Plan

		Total	Municipal Strategic Component	Direct Allocation - Gas Tax	Municipal Funding	Provincial Infrastrucure Fund	Building Canada
	Project Title						
1	Pleasant Street Lift Station	\$ 633,562.50	\$ 316,781.25	\$ 253,425.00	\$ 63,356.25		
2	Woodleigh Drive Sidewalk Replacement	\$ 60,416.52		\$ 21,000.00	\$ 4,416.52	\$ 35,000.00	
3	School Street Resurfacing (Walker Dr to North St.)	\$ 271,998.60		\$ 250,000.00	\$ 21,998.60		
4	Pleasant Street Resurfacing (Linwood Dr to Woodleigh Dr)	\$ 312,415.80		\$ 179,315.00	\$ 133,100.80		
5	Kensington Stormwater Management	\$ 1,401,555.00			\$ 467,185.00		\$934,370.00
	Total	\$ 2,679,948.42	\$ 316,781.25	\$ 703,740.00	\$ 690,057.17	\$ 35,000.00	

KENSINGTON



September 28, 2015

Dear Friends:

Since 1985 Kensington Meals - on - Wheels has been an active volunteer program in the Kensington area. Most customers get meals three days a week, while others may take them only one or two days. This past year the number of clients has increased significantly.

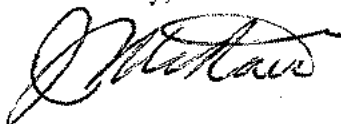
Last year's response to the appeal was most helpful and encouraging, but to continue this service we are once again soliciting financial help from the community.

Here's an update on how Kensington Meals - on - Wheels operates:

- The meals are now prepared by the Ladies Auxiliary of the Kensington Legion and assembled by the coordinator, who has them packed and ready for the drivers. By 11:00 a.m. the meals are picked up by the drivers and are on the way to the clients. The meal consists of soup, roll/biscuits, main course and dessert. Those who have special dietary needs are given consideration when necessary, i.e.: diabetics and low sodium diets.
- Recipients pay the major portion of the meal and we are responsible for the balance. Other expenses incurred are the cost of the Styrofoam containers for the dinner, dessert, soup and covers.
- The coordinator is the only person who receives remuneration. Delivery is provided by people in the community on a purely volunteer basis. If there is a need beyond the Kensington town limits, meals are available if a family member, or volunteer from the district, can pick it up.

We thank everyone who has supported this community project in the past and hope you can see fit to help again this year. Any amount would be greatly appreciated as we rely on community support to continue the service. A tax receipt will be issued. Your donation may be forwarded to the treasurer:

Sincerely,



Jay McNAIR
President

Paul Cousins, Treasurer
P. O. Box 381
Kensington, PE
C0B 1M0

Hot meals at the door

Capital "T" Electric
23888 Rte2
Kensington P.E.I.
C0B 1M0
(902)213-033

October-6-2015
Town of Kensington

I am pleased to quote for the installation and wiring on 4 new Speed radar signs. This quote will include the installation of 6/6 pressure treated posts, mounting of the radars, trenching to each new radar from the nearest power pole and the wiring of each radar. This also includes set up and calibration of radars with Town Police.

With material, labour, and third party trenching your price will be \$4,420.70 with HST being extra. Thank you for your time.

Sincerely, Jeff Thompson

A handwritten signature in black ink, appearing to read "Jeff Thompson", written in a cursive style.

Wendy MacKinnon

From: Mid-Isle Electric <midisleelectric@pei.sympatico.ca>
Sent: October-06-15 3:01 PM
To: mail@townofkensington.com
Subject: QUOTE MID-ISLE ELECTRIC

MID-ISLE Electric is pleased to quote to wire (4) radar signs for the town.

(4) pressure treated 6X6 posts

(4) wp disconnects c/w 15 amp breakers

(4) underground services

(4) electrical inspections

Mid-Isle electric will work with Louie Sutherland to commission radar signs

The town will have to pay \$85.00 per service to Maritime Electric for connection fees
total=\$340.00 plus hst

Price \$4940.00 hst Extra quote valid for 90 days

TKS Blake Mackay
Mid-Isle Electric LTD



Mayors Report to Town Council

October 13, 2015

Councillors, Staff and Residents

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

Kensington and Area Chamber of Commerce – I attended the Chamber of Commerce Mixer held at The Haunted Mansion. These business mixers are a great opportunity to meet local business people and get to know any issues of concern. In most cases the feedback I have been receiving is positive. Many favorable comments on the changing of the Tim Hortons Drive Thru from a busy Victoria Street to Woodleigh Drive. While this is not a perfect solution it does provide some improvement and this should get better once the left and right turning exit lanes are completed.

Federal Election Candidates – Mr. Baker and I met with the local Green candidate, Ms. Lynne Lund and had the opportunity to discuss issues and concerns for the Town. I was invited to attend the opening the Liberal Candidate campaign office in Kensington, Mr. Wayne Easter and had a chance to meet with Mr. Easter.

STEP Tourism Program – The initial screening required by ACOA prior to the STEP program has been completed. Ms. Laurel Reid met with Mr. Baker, Myself and 9 other stakeholders in the tourism industry. A report has been submitted to ACOA and I will be calling together the initial group to present the report and wait for feedback from ACOA.

Visitors to Town Hall and Police Department – We were very pleased to welcome and host the local kindergarten children to Town Hall and the Police Department. There were a total of approximately 40 children and it is good to see the teachers promoting local government to children at this age. Hopefully it will help to eliminate apathy in the years ahead.

The Way Forward Conference – Mr. Baker, Mrs. MacKinnon and myself attended a conference in Summerside which had many presentations dealing with the issue of economic development. There was a lot of good information presented and hopefully it will help stimulate our thinking in Kensington.

Senior Citizen of the Year – Each year the Prince Edward Island Seniors Secretariat award several senior citizens of the year for their volunteer efforts and contribution to society. Deputy Mayor Mann attended this ceremony with me where 8 awards were presented and one was presented from our area to Mrs. Helen Marsh who currently resides in Kelvin Grove with her husband Glen.

Chamber Political Debate – I along with many Councillors and Staff attended to political debate sponsored by the Kensington and Area Chamber of Commerce. It was a great opportunity to see what each candidate stood for and to see how well versed they were on the local issues as well as the national issues. Thank you to the Chamber for sponsoring this debate.

Economic Development Open House – Mr. Matt MacKay, MLA for District 20 held an open house to hear feedback from residents of the Kensington area on what they feel might be done for economic development for the Kensington and surrounding area. It was well attended and I was pleased to see most Councillors in



attendance as well as Mr. Baker. This should be an item of great interest to everyone as it is only through growth that we are able to maintain our community and be sustainable. Another open house is scheduled for 7:00pm at the Lion Club on Tuesday November 10. Thank you to MLA MacKay for taking this initiative.

Kensington and Area Tourist Association (KATA) – President George Campbell of KATA requested a meeting to discuss issues they were having when they fell under the umbrella of Central Coastal Tourism Partnership (CCTP). Each party is struggling with the relationship and they are planning to meet to discuss the issues and see what can be worked out. Should the agreement in place be cancelled, KATA might revert back to its original situation. We had a serious issue this summer when the Kensington Welcome Tourist Center did not open until around July 9. This must be prevented in the future. No decisions were made but I committed that the Town of Kensington was very interested in making sure we had a strong tourist development strategy in place and would work with stakeholders towards this direction.

Flag Unveiling – As I write this report we are scheduled to have a small reception for legion members and unveil a flag that was taken to Camp Nathan Smith in Afghanistan by WO Michael Hopping CDI and Cpl Glenn Doucette. The flag was flown at their camp during their deployment and brought back to Kensington and presented to the Town. We are pleased to recognize their contribution to the reconstruction project in Kandahar Province and the flag will be proudly hung in the entrance to Town Hall for all to see.

Rowan Caseley
Mayor – Town of Kensington

Town of Kensington - Request for Decision

Topic: Annexation of Lands of JONI ALBERT & MATTHEW KENNETH GALLANT– 149 Kelvin Grove Road	Date: October 8, 2015
<p>Proposal Summary:</p> <p>As Councillors may recall, a request was received in May from property owner, Matthew Gallant to annex a property located at 149 Kelvin Grove Road inside the Municipal Boundary for the purpose of receiving central water and sewer services. Councillors passed the following resolution unanimously at their regular May meeting:</p> <p><i>“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;</i></p> <p><i>AND WHEREAS this land parcel is in close proximity to the Town of Kensington municipal boundary;</i></p> <p><i>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.”</i></p> <p>Following the passing of this resolution staff proceeded to submit the required application and associated documentation. IRAC have advised the town that the application cannot proceed as we did not provide a notice to the affected property owner four weeks prior to the passing of the aforementioned resolution. Staff did not anticipate the notice provision being required as the annexation was requested by the property owner. The primary purpose of the notification provision is in the instance that the affected property owner desired to contest the application being made. Since this application was property owner requested we did not anticipate it being contested.</p> <p>Staff are recommending that Town Council approve the appropriate resolution as contemplated below to allow a new application to be made to the Minister of Municipal Affairs to annex this property inside the municipal boundary.</p> <p><i>A copy of the previously submitted application as well as a letter to the affected property owners (Sent August 2015) are attached to this RFD.</i></p>	
<p>Benefits:</p> <ul style="list-style-type: none"> • Will allow the connection of a property in proximity to the Town to be connected to central water and sewer services. • Will facilitate the decommissioning of an on-site septic system in proximity to the Town. 	
<p>Disadvantages:</p> <p>None noted.</p>	
<p>Policy Implications</p>	

None noted.

Options:

1. Approve staff's recommendation to adopt a resolution to allow a new application to be made to the Minister of Municipal Affairs to annex a property located at 149 Kelvin Grove Road inside the Municipal Boundary.
2. Not approve the recommendation of staff and provide further policy direction.

Bids Received:

N/A

Costs:

N/A

Source of Funding:

N/A

Recommendation/Comments:

That Town Council consider and adopt the following resolutions:

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

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

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



Mayor: Rowan Caseley
Chief Administrator Officer: Geoff Baker
Deputy Administrator: Wendy MacKinnon
Incorporated 1914

June 9, 2015

Hon. Robert J. Mitchell
Department of Communities, Land and Environment
P.O. Box 2000
Charlottetown, PE
C1A 7N8

Re: Application to Bring PID #465708 into the Town of Kensington Boundaries.

Dear Minister Mitchell:

I am enclosing two copies of an application from the Town of Kensington to bring a land parcel inside the Town's boundary. The property (PID No. 465708) is owned by Joni Albert and Matthew Gallant. A request was received from Mr. Gallant to annex his property on or about May 5, 2015 for the purpose of receiving central water and sewer services from the Town of Kensington.

The application to annex these properties is being made with the full endorsement of Town Council. I will be pleased to provide any additional information that may be required. Thank you for your consideration of this application.

Best Regards,

Geoff Baker
Chief Administrative Officer

Encl.



Mayor: Rowan Caseley
Chief Administrator Officer: Geoff Baker
Deputy Administrator: Wendy MacKinnon
Incorporated 1914

June 9, 2015

***Re: Application to Annex PID #465708 into the Town of Kensington
Boundaries.***

Brief Background on the Town of Kensington

Kensington, with a population just over 1500, is located in the heartland of Prince Edward Island. Providing a rich cultural heritage and progressive attitude, the Town is attractive as a community in which to live, raise a family, conduct business or just to visit. Its services include:

- Town Police Force, Recreation Facilities, Central Water and Sewer, Fire Protection, Parks;
- Library, Community Medical Centre, Day Care, Industrial Park;
- Dental Office, Pharmacy, Gift Stores, Flower Shop, Computer, Real Estate, Food Outlets, Gas Stations, Post Offices, Bed and Breakfast Facilities, Variety of Other Businesses;
- Canadian Legion, Clubs, Churches, Schools, Museums, Art Galleries, and Fraternal Organizations.

The Town operates under a Council - Town Manager system of governance. Its Zoning and Sub-Division (Control) Development By Law and Official Plan were adopted in 2004. In October of the same year the Province of Prince Edward Island approved a land annexation request to bring 55 acres within Town boundaries. In 2005 an additional 17 acres of the Princeton Subdivision was brought within the Town's boundary. In 2007 approximately 120 acres of property was brought within the Town's boundary to facilitate a new residential subdivision as well as well field protection property. In July of 2010 approximately 85 acres of property was brought within the Town's boundary to facilitate a water and sewer extension to a new industrial facility as well as to set aside land for

future requirements. The aforementioned annexation approvals were in keeping with the recognized need to have orderly planned development to meet the present and future service needs of a growing community. The Town completed a comprehensive review of its Development Control Bylaw and Official Plan document in 2012.

Reasons for the Annexation Application

The Town of Kensington has received a request from the owners of PID No. 465708 to have their property annexed inside the boundaries of the Town. The request indicated *“Due to recent mishaps, I, Matthew Gallant of 149 Kelvin Road, Kelvin Grove, request the Town of Kensington to initiate the process to annex my property into the Town for the purpose of receiving water and sewer service”* This application is strongly endorsed by Town Council.

Central water and sewer services have been expanded to this area and the property has been connected.

Annexation Resolution

The following resolution was duly moved, seconded and unanimously approved by Town Council at a meeting held on May 11, 2015.

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 of Communities, Land and Environment for annexation of lands as identified herein and as shown in the attached GIS documentation shown in the Province’s Geoline database.

Description of Property

PID No. 465708 consists of approximately 0.34 acres and houses a single family residential dwelling and an accessory building; the property is located directly adjacent to the Town of Kensington Boundary.

Municipal Services

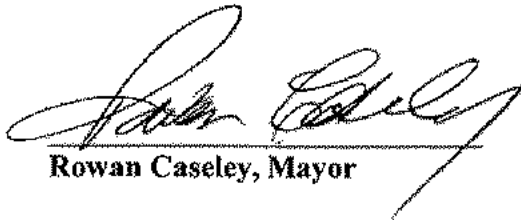
As earlier noted, the Kensington Water and Pollution Control Corporation expanded central water and sewer services to include PID No. 465708 in 2009.

Policing, fire protection, maintenance, recreation, and other services normally provided by the Town of Kensington will be provided to PID No. 465708 immediately upon approval of annexation of said property. There are no current plans to expand sidewalks into this area.

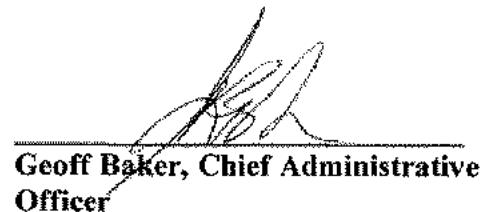
Municipal Taxation

Municipal taxation will be applied in the same manner as that of other similarly assessed properties in the Town. No additional tax burden on current property owners in the Town is expected to result from approval of this annexation request.

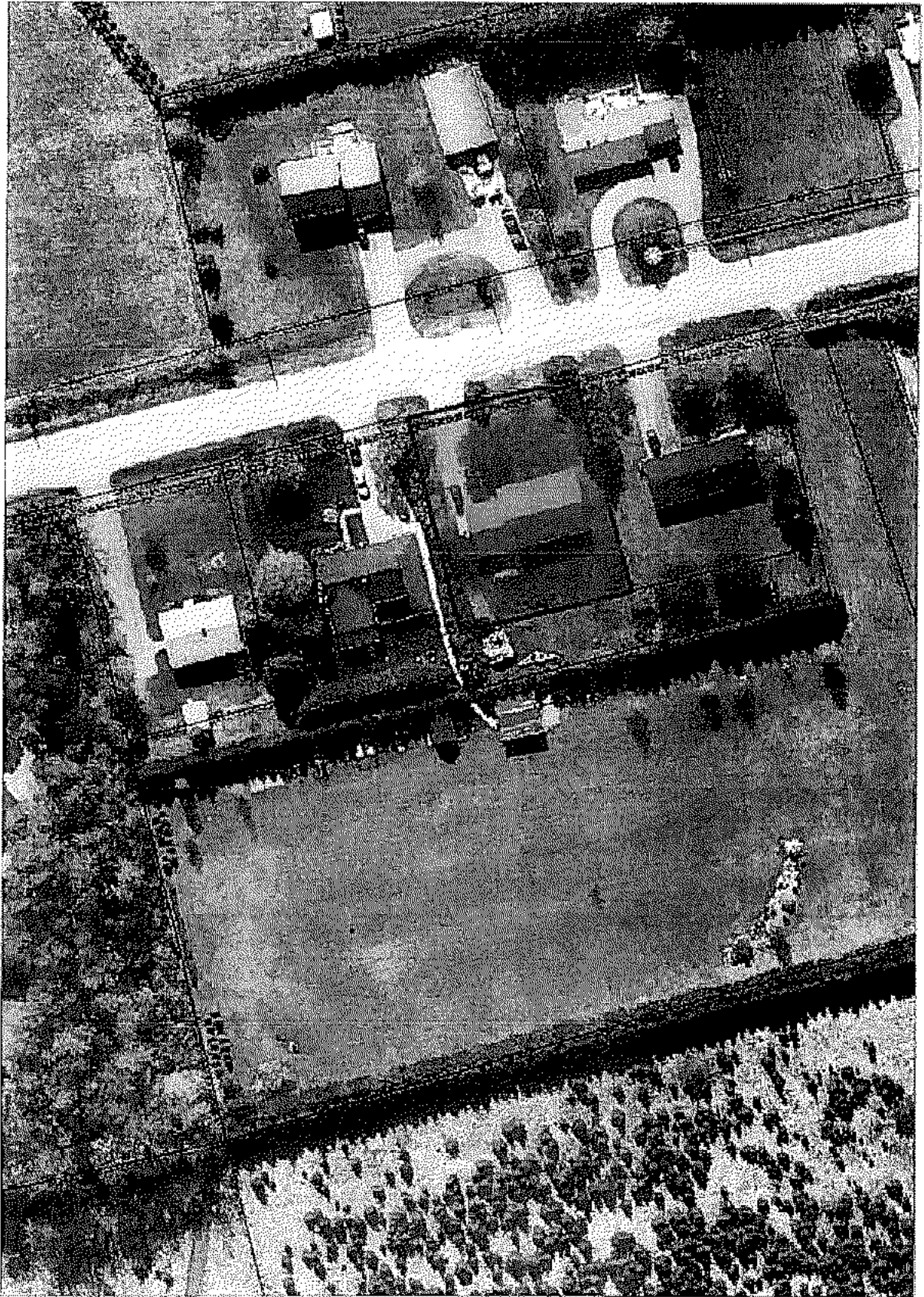
Signed on behalf of the Town of Kensington this 11th day of June, 2015.



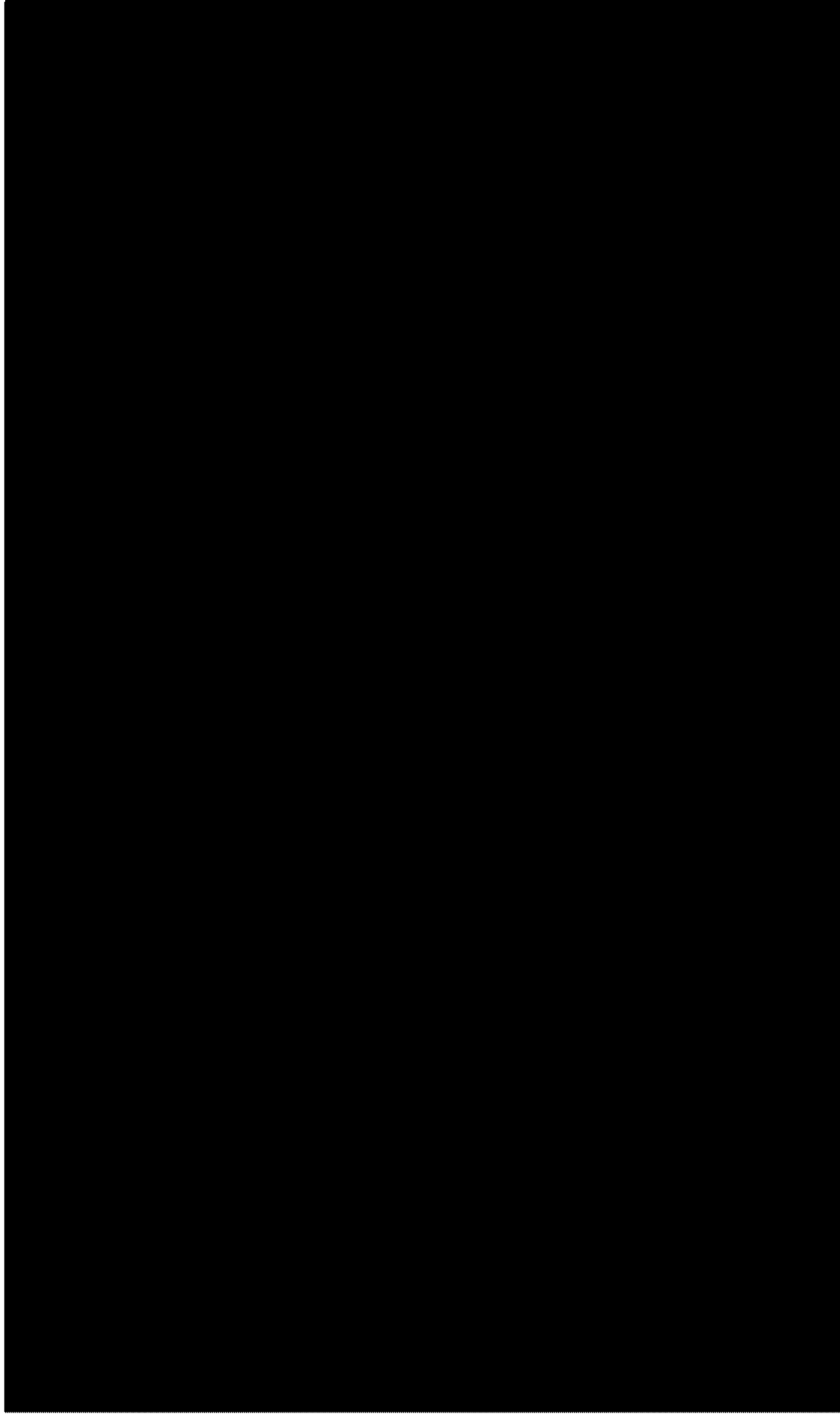
Rowan Caseley, Mayor



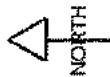
Geoff Baker, Chief Administrative Officer



149 Kelvin Road



Owner Name: JONI ALBERT & MATTHEW KENNETH GALLANT
Location: 148 KELVIN RD - RTE 109 KENSINGTON



PROVINCE OF PEI DEPARTMENT OF
PROVINCIAL TREASURY
GEOMATICS INFORMATION CENTRE
11 KENT ST. CHARLOTTETOWN
PEI C1A 7N8

PHONE: 902-368-5157
FAX: 902-368-5255

WHILE THIS MAP MAY NOT BE FREE FROM ERROR OR OMISSION, CARE HAS BEEN TAKEN TO ENSURE THE BEST POSSIBLE QUALITY. THIS MAP IS A GRAPHICAL REPRESENTATION. IT IS NOT INTENDED TO BE USED TO CALCULATE EXACT DIMENSIONS OR AREAS.

SCALE: 1:1250
DATE: Jun 8, 2015
TIME: 03:42:13 PM
ACCRAGE: 0.95
WORK UNIT: 1207



<u>Parcel and Lease</u>	<u>Stat</u>	<u>Owner Name & Mailing Address</u>
580860 -000	A	KEVIN J GALLANT PO BOX 652 KENSINGTON PE C0B 1M0
580407 -000	A	DONALD & BARBARA MOASE

709063 -000 A

Total number of neighbors of this parcel is: 3

FINANCE AND MUNICIPAL AFFAIRS
TAXATION AND PROPERTY RECORDS
GEOMATICS INFORMATION CENTRE

Registry Information Listing
BY Parcel Number

Jun 8, 2015 3:42:22 PM
Page: 1

Parcel: 465708 Map #: 11L056E2 Property Location: 149 KELVIN RD - RTE 109 KENSINGTON
Owner Name & Mailing Address: JONI ALBERT & MATTHEW KENNETH GALLANT
149 KELVIN RD - RTE 109

County: KENSINGTON
PE C0B 1M0

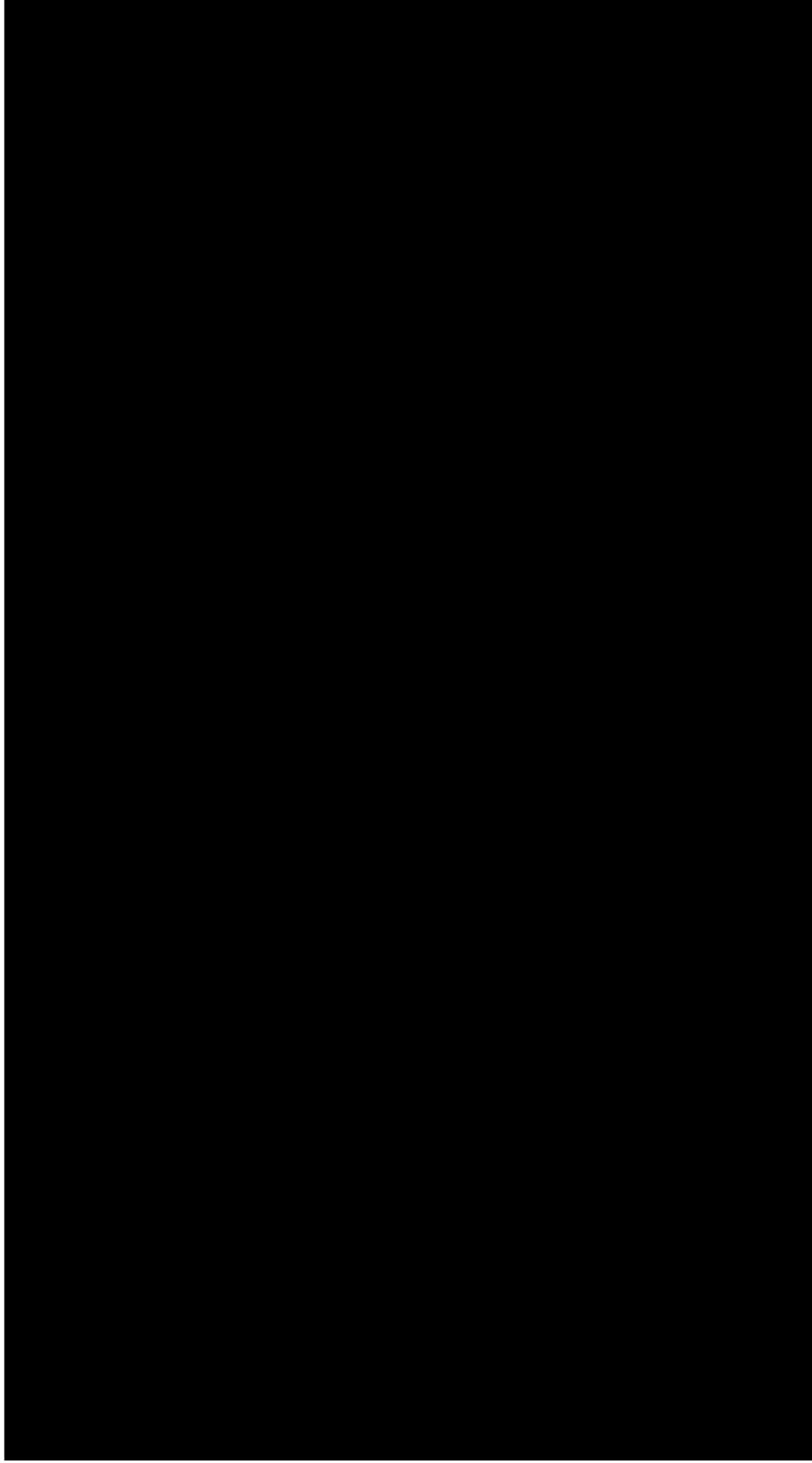
Status: Active
Last Parcel Update: 20-JUN-14

Acres: 0.34
School District: 1094
Lot/Township: 19

DOCUMENTS FILED ON PARCEL:

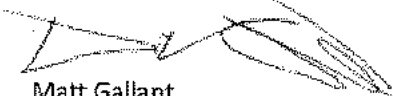
Year	Description	Type	Doc No	Liber/Book	Folio/Page
2014	DEED	11	1727	3245	-
2014	MORTGAGE	51	1728	3245	-
2014	DISCHARGE, RELEASE OR SATISFACTION (i.e. MORTGAGE, MECHANICS' LIEN)	61	1983	3246	-
2007	MORTGAGE	51	1906	3070	-
2007	DISCHARGE, RELEASE OR SATISFACTION (i.e. MORTGAGE, MECHANICS' LIEN)	61	2206	3072	-
2002	DISCHARGE, RELEASE OR SATISFACTION (i.e. MORTGAGE, MECHANICS' LIEN)	61	162	-	-
2001	MORTGAGE	51	5285	811	10
1997	DEED	11	2283	684	64
1997	MORTGAGE	51	2284	634	37
1997	DISCHARGE, RELEASE OR SATISFACTION (i.e. MORTGAGE, MECHANICS' LIEN)	61	3418	-	-
1996	DEED	11	3221	662	3
1996	MORTGAGE	51	3920	609	1
1988	DEED	11	1983202	434	83
1977	DEED	11	19771852	-	-
1973	DEED	11	19733055	164	33

The information contained in this screen attempts to match Registry Documents with specific Parcel identifiers. While care has been taken in the interpretation of matching documents to parcel identifiers, errors and omissions may occur.



To Whom it Concern,

Due to recent mishaps, I, Matthew Gallant of 149 Kelvin Road, Kelvin Grove, request the Town of Kensington to initiate the process to annex my property into the Town for the purpose of receiving water and sewer service.



Matt Gallant

149 Kelvin Road Resident
(902) 954-0068

Joni Albert and Matthew Gallant Property





Mayor: Rowan Caseley
Chief Administrator Officer: Geoff Baker
Deputy Administrator: Wendy MacKinnon
Incorporated 1914

August 19, 2015

Matthew Gallant & Joni Albert
149 Kelvin Rd – Rte. 109
Kensington, PE
C0B 1M0

Dear Mr. Gallant & Ms. Albert:

The following letter is being written to advise you that your request for annexation inside the municipal boundary of the Town of Kensington will be formally considered at the October 12, 2015 regular meeting of Town Council through the following proposed resolution:

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.

Annexation of your property would subject you to the Town of Kensington's residential tax rate. The current residential tax rate is \$0.55 per \$100.00 of assessed property value. Based on your residential assessment of [REDACTED] this would increase your annual tax bill by [REDACTED]. You would no longer be required to pay annual fire dues of \$60.00 per year as it is included in the property tax bill for Town residents.

The benefits of being annexed inside the Town boundary vary from the short term to the longer term. There are immediate services which will be provided to you including Town Police Service, Maintenance Services and water and sewer services. Over the longer term it will contribute to the long term viability and sustainability of the Town of Kensington

through orderly planning and development and maintaining control over planning issues such as conflicting land uses, etc.

If you have any questions or concerns or would like to discuss this matter further please do not hesitate to contact the undersigned.

Best Regards,

Geoff Baker
Chief Administrative Officer
Town of Kensington

Town of Kensington - Request for Decision

Item 10

Topic: Woodleigh Drive Sidewalk/School Street Paving

Date: October 9, 2015

Proposal Summary:

At the July regular meeting of Town Council, Councillors approved a Capital Investment Plan for Gas Tax funds through the next five years. Among other projects, the Plan called for the installation of a sidewalk along Woodleigh Drive from School Street to Commercial Street, and the re-paving of School Street from Walker Drive to just beyond North Street.

The Town issued tender documents on September 21, 2015 for the completion of both projects in 2015. The tender closed on October 5, 2015 with one bid being received from Curran and Briggs Ltd. Their tendered price came in at \$324, 950.00.

The project work generally include the following:

The removal of an existing sidewalk located between Commercial Street and School Street, replacement with approximately 100 meters of new concrete sidewalk, and removal of existing asphalt walkway on the south side of Woodleigh Drive. Work also includes milling of 45 mm of existing asphalt and replacing with new asphalt materials along approximately 500 meters of School Street, between Walker Drive and North Street. The project is scheduled to begin on October 14, 2015 and completed on November 12, 2015.

The original budget for the projects as put forward in July 2015 are broken down as follows:

Project	Total	Gas Tax	Municipal Funds	PIF
Woodleigh Drive Sidewalk	60,416.52	21,000	4,416.52	35,000
School Street Paving	271,998.60	250,000	21,998.60	

The actual anticipated costs (based on tendering results) is as follows (note – includes engineering and all taxes including rebated portion of HST):

Project	Total	Gas Tax	Municipal Funds	PIF
Woodleigh Drive Sidewalk	58,840.92	23,840.92		35,000
School Street Paving	295,193.10	295,193.10		

While the current project came in at approximately \$22,000 over budget, the amount of funding from Municipal revenues has been reduced overall due to a significant reduction in the cost to complete the Pleasant Street Lift Station Replacement Project. It is anticipated that the additional funding (Gas Tax) in the Lift Station project will be re-profiled to the School Street/Woodleigh Drive project.

It is recommended by the CAO that Town Council award the Woodleigh Drive Sidewalk/School Street repaving project to Curran and Briggs.

Benefits: <ul style="list-style-type: none"> • Will provide new sidewalk on a portion of Woodleigh Drive which will be of sufficient width to effectively maintain. • Will provide a better walking surface for residents and minimize hazards along the section of sidewalk. • Will provide new asphalt along a large portion of School Street. • Will provide a smoother driving surface for vehicles. • Will reduce associated street maintenance along School Street. • Will improve storm water drainage. • Will reduce the total Municipal funds allocated towards the Capital Investment Plan. 	
Disadvantages: None noted.	
Policy Implications None noted.	
Options: 1. Award the contract to Curran and Briggs as recommended. 2. Not award the contract.	
Bids Received: Curran and Briggs - \$324,950.00 including HST	
Costs: \$324,950.00 including HST	Source of Funding: 2015 – 2019 Capital Investment Plan <ul style="list-style-type: none"> • Direct Allocation – Gas Tax • Provincial Infrastructure Fund
Recommendation/Comments: It is recommended by the CAO that Town Council adopt the following resolution to award the contract for the 2015 Woodleigh Drive Sidewalk/School Street Paving project to Curran and Briggs Ltd. through the following resolution: <i>WHEREAS tender documents were issued on September 21, 2015 for the completion of the Woodleigh Drive Sidewalk/School Street Paving project;</i> <i>AND WHEREAS one tender was received from Curran and Briggs Ltd. in the amount of \$324,950.00 including HST;</i> <i>AND WHEREAS Curran and Briggs are capable in all respects to complete the required work;</i>	

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.



WSP File # 151-09755-00

October 05, 2015

Mr. Geoff Baker, Town Manager
Town of Kensington
P.O. Box 418
Kensington, PE
C0B 1M0

**Re: Kensington Capital Projects – 2015 – Woodleigh Drive Sidewalk / School Street
Paving – Tender Recommendation**

Dear Mr. Baker:

Tenders were received for the above project at 12:00 PM, Monday, October 05, 2015.
Tenders have been reviewed and verified and are attached for your review.

A summary of the tenders is as follows:

<u>Low Bidder</u>	<u>Bid Amount</u>	<u>Construction Duration</u>
Curran & Briggs Limited	\$324,950.00	Oct 14, 2015 – Nov 12, 2015 Total Work Days = 21 days

Other Bidders

N/A

It is, therefore, recommended that the contract be awarded to the low bidder, Curran & Briggs Limited, in the amount of \$324,950.00, including HST, if the necessary funds are available.

Original tender documents are enclosed for your records. Please contact me if there are any questions regarding the above.

Best regards,

A handwritten signature in blue ink that reads "Larry J. McQuaid".

Larry J. McQuaid, P.Eng.

:gmd
enclosure

Town of Kensington - Request for Decision

Topic: Lease Amending Agreement & Notice of Amended Lease – Town of Kensington and Beach Light Holdings Ltd.	Date: October 9, 2015
Proposal Summary: <p>Previous discussions have been held on Beach Light Holdings Ltd. acquiring ownership of the leasing rights to the Kensington Railyards Properties, more specifically, three commercial buildings which currently house the Kensington Liquor Store, the Kensington Area Tourist Association (and others) and the Friends and Flowers gift shop. As Councilors are aware, the original lease agreement was initiated in 1999 with a 50 year lease term.</p> <p>Beach Light Holdings Ltd. in acquiring the leasing rights to the aforementioned properties are requesting Town Council's consideration to re-start the lease for a new term of 50 years commencing on September 14, 2015 and ending on September 13, 2065.</p> <p>It is recommended that Town Councillors approve the Lease Amendment as proposed and that the CAO and Mayor be authorized to sign an amending agreement and an amendment notice to facilitate the new lease term as contemplated above.</p> <p><i>A copy of the Lease Amending Agreement and the Notice of Amended Lease are being circulated with this Request for Decision.</i></p>	
Benefits: <ol style="list-style-type: none"> 1. Will provide for the continuation of the long term leasing of certain Railyards properties. 	
Disadvantages: <p>None noted.</p>	
Policy Implications: <p>None noted</p>	
Options: <ol style="list-style-type: none"> 1. Approve the lease amendment as proposed. 2. Not approve the lease amendment. 	
Bids Received: <p>N/A</p>	
Costs: <p>N/A</p>	Source of Funding: <p>N/A</p>

Recommendation/Comments:

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

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, 2105 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.

LEASE AMENDING AGREEMENT made this _____ day of September, 2015.

BETWEEN:

TOWN OF KENSINGTON

(hereinafter the "Lessor")

AND:

BEACH LIGHT HOLDINGS LTD.

(hereinafter the "Lessee")

WHEREAS:

- A. By a lease dated the 19th day of March, 1999 (the "Lease"), Enterprise PEI leased to Heritage Development Inc. the lands and premises as more particularly described in Schedule "A" attached hereto (the "premises"), subject to the restrictions therein provided, for and during a term of fifty (50) years commencing on January 1, 1999, and expiring on December 31, 2048 (the "Term");
- B. By a Deed of Conveyance dated December 23, 1999 and registered on February 2, 2000, Prince Edward Island Business Development Inc. (successor to Enterprise PEI) transferred the Premises to the Town of Kensington, subject to the Lease;
- C. Notice of the Lease dated effective as of the 23rd day of December, 1999, was registered in the Prince County Registry Office on August 26, 2013, in Book 3230 as Document No. 2769;
- D. By an Absolute Assignment of Lease dated effective as of the 23rd day of August, 2013 and registered August 27, 2013 Heritage Development Inc. assigned its interest to 8537364 Canada Ltd.;
- E. By an Absolute Assignment of Lease dated effective as of the 14th day of September, 2015 and registered September 18, 2015 8537364 Canada Ltd. assigned its interest to Beach Light Holdings Ltd.;

AND WHEREAS the Parties wish to extend the Lease Agreement and rectify the description for the land that is subject to the Lease;

NOW THEREFORE in consideration of the mutual promises and covenants herein contained and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Lessors and the Lessee hereto agree as follows:

- 1. That the terms and conditions of the Lease Agreement shall remain in full force and effect except as agreed to herein.
- 2. That any schedules referenced in and forming part of the Lease Agreement shall remain in full force and effect except as agreed to herein.

Witness

SCHEDULE "A"

ALL THAT PARCEL OF LAND situate, lying and being in the Town of Kensington, Lot or Township Number 19, Prince County, Province of Prince Edward Island, bounded and described as follows, that is to say:

COMMENCING at a point on the Northwestern boundary of the Confederation Trail on the Southeastern boundary of lands of the Town of Kensington as shown on a survey plan entitled "Plan of Survey Showing Parcels CT-A & CT-B Being a Subdivision of Lands of Province of Prince Edward Island" prepared by WSP Surveys, certified by James A. Clow, P.E.I. Land Surveyor, on September 14, 2015, Drawing No. 151-08784-S01, approved by the Town of Kensington on September 14, 2015, (Parcels CT-A and CT-B to be consolidated to PID No. 868646), said point being more particularly identified by calculated point number 11708 having coordinates Easting 350868.217 metres Northing 709882.380 metres;

THENCE in a Northeastwardly direction along the line of a curve to the right, said curve having a radius of 819.255 metres, for an arc distance of 5.724 metres to calculated point number 11711;

THENCE on an azimuth of $146^{\circ} 23' 23''$ for a distance of 1.482 metres to calculated point number 11710;

THENCE on an azimuth of $234^{\circ} 18' 00''$ for a distance of 5.724 metres to calculated point number 11709;

THENCE on an azimuth of $326^{\circ} 23' 23''$ for a distance of 1.477 metres to calculated point number 11708 or the point at the place of commencement.

BEING AND INTENDED to be **Parcel CT-A** as shown on the aforementioned survey plan, containing an area of 8 square metres of land, a little more or less.

ALSO ALL THAT PARCEL OF LAND situate, lying and being in the Town of Kensington, Lot or Township Number 19, Prince County, Province of Prince Edward Island, bounded and described as follows, that is to say:

COMMENCING at a point on the Southeastern boundary of the Confederation Trail on the Northwestern boundary of lands of the Town of Kensington as shown on a survey plan entitled "Plan of Survey Showing Parcels CT-A & CT-B Being a Subdivision of Lands of Province of Prince Edward Island" prepared by WSP Surveys, certified by James A. Clow, P.E.I. Land Surveyor, on September 14, 2015, Drawing No. 151-08784-S01, approved by the Town of Kensington on September 14, 2015, (Parcels CT-A and CT-B to be consolidated to PID No. 868646), said point being more particularly identified by calculated point number 11712 having coordinates Easting 350895.286 metres Northing 709886.499 metres;

THENCE on an azimuth of 326° 41' 41" for a distance of 1.386 metres to calculated point number 11713;

THENCE on an azimuth of 56° 48' 21" for a distance of 36.389 metres to calculated point number 11714;

THENCE on an azimuth of 146° 46' 41" for a distance of 1.586 metres to calculated point number 11715;

THENCE in a Southwestwardly direction along the line of a curve to the left, said curve having a radius of 807.033 metres, for an arc distance of 36.085 metres to calculated point number 11712 or the point at the place of commencement.

BEING AND INTENDED to be **Parcel CT-B** as shown on the aforementioned survey plan, containing an area of 51 square metres of land, a little more or less.

Parcels CT-A and CT-B to be consolidated with lands of the Town of Kensington, PID #868646.

AZIMUTHS and coordinates are based on the PEI Double Stereographic Projection with NAD83 (CSRS) Reference System.

ALL that parcel of land situate, lying and being at Kensington, Lot 19, Prince County, Province of Prince Edward Island, being shown and delineated on a Plan of Survey entitled "Plan of Survey Showing Parcels CT-A & CT-B being a Subdivision of Lands of Province of Prince Edward Island", prepared by WSP on September 14, 2015 as Drawing Number 151-08784-S01, approved by the Town of Kensington on September 14, 2015, and being more particularly bounded and described as follows, that is to say:

COMMENCING at a point being marked by Calculated Point Number 11715, on said plan, and having co-ordinates E. 350925.847 and N. 709906.254;

THENCE on an azimuth of 146° 46' 41", a distance of 10.0 metres, a little more or less to a point;

THENCE on an azimuth of 236° 48' 21" a distance of 2.50 metres, a little more or less to a point;;

THENCE in a Northerly direction to Calculated Point No. 11715 being the point or place of commencement.

SCHEDULE "A" Continued

Leasehold Parcel 98-A

ALL THAT PARCEL OF LAND situate, lying and being at Kensington, lot or township No. 19, in Prince County, Province of Prince Edward Island, bounded and described as follows, that is to say:

COMMENCING at a point located on the western boundary of Broadway Street as the same is shown on a plan of survey entitled "Plan of Survey Showing Former Kensington Station Rail Yard Area at Kensington" as prepared by the Prince Edward Island Department of Transportation and Public Works and being certified by Serge J. Bernard, P. Eng., N.B.L.S. and P.E.I.L.S. on January 20, 1999, as File No. 2663, said point being designated by calculated point no. 826 on said plan and having coordinates East 250894.447 and North 209939.250;

THENCE on an azimuth of 248° 46' 09" a distance of 30.480 metres to calculated point no. 827 on said plan and having coordinates East 250866.036 and North 209928.213;

THENCE in a westerly direction along a curve of a circle to the left, said curve having a radius of 419.101 metres for an arc distance of 14.529 metres to calculated point no. 828 on said plan and having coordinates East 250853.603 and North 209920.697;

THENCE continuing in a westerly direction along a curve of a circle to the left, said curve having a radius of 836.019 metres for an arc distance of 32.049 metres to calculated point no. 830 on said plan and having coordinates East 250826.801 and North 209903.128;

THENCE on an azimuth of 147° 13' 46" a distance of 16.772 metres to calculated point no. 829 on said plan and having coordinates East 250835.879 and North 209889.025;

THENCE in a westerly direction along a curve of a circle to the left, said curve having a radius of 819.254 metres for an arc distance of 54.884 metres to calculated point no. 831 on said plan having coordinates East 250791.653 and North 209856.543;

THENCE on an azimuth of 327° 13' 46" and a distance of 20.860 metres to calculated point no. 832 on said plan having coordinates East 250780.361 and North 209874.083;

THENCE on an azimuth of 35° 46' 58" a distance of 17.577 metres to calculated point no. 753 on said plan having coordinates East 250790.639 and North 209868.343;

THENCE on an azimuth of 46° 07' 20" a distance of 19.527 metres to calculated point no. 752 on said plan having coordinates East 250804.715 and North 209901.877;

THENCE on an azimuth of 50° 06' 01" a distance of 19.479 metres to calculated point no. 751 on said plan having coordinates East 250819.658 and North 209914.372;

THENCE on an azimuth of 59° 55' 27" a distance of 43.485 metres to calculated point no. 750 on said plan having coordinates East 250857.288 and North 209936.164;

THENCE on an azimuth of 66° 10' 13" a distance of 35.474 metres to calculated point no. 806 on said plan having coordinates East 250889.738 and North 209950.496;

THENCE on an azimuth of 157° 16' 52" a distance of 12.192 metres to the point at the place of commencement.

BEING and intended to be the lands as on the aforementioned plan and having an area of 2,385 sq. metres of land a little more or less.

AZIMUTHS and coordinates are referenced to the Prince Edward Island NAD27 Coordinates Systems, distance and coordinates being expressed in metres.

Leasehold Parcel 98-B

ALL THAT PARCEL OF LAND situate, lying and being at Kensington, lot or township No. 19, in Prince County, Province of Prince Edward Island, bounded and described as follows, that is to say:

COMMENCING at a point located west of Broadway Street as the same is shown on a plan of survey entitled "Plan of Survey Showing Former Kensington Station Rail Yard Area at Kensington" as prepared by the Prince Edward Island Department of Transportation and Public Works and being certified by Serge J. Bernard, P. Eng., N.B.L.S. and P.E.I.L.S. on January 20, 1999, as file No. 2663, said point being designated by calculated point no. 835 on said plan and having coordinates East 250812.815 and North 209857.455;

THENCE on an azimuth of 147° 13' 46" a distance of 16.505 metres to calculated point no. 836 on said plan having coordinates East 250821.749 and North 209843.576;

THENCE in a westerly direction along a curve of a circle to the left, said curve having a radius of 790.603 metres for an arc distance of 18.358 metres to calculated point no. 834 on said plan having coordinates East 250807.234 and North 209832.339;

THENCE on an azimuth of 327° 13' 46" a distance of 16.538 metres to calculated point no. 833 on said plan having coordinates East 250798.282 and North 209846.245;

THENCE in an easterly direction along a curve of a circle to the right, said curve having a radius of 807.062 metres for an arc distance of 18.355 metres to a point at the place of commencement.

BEING and intended to be the lands as on the aforementioned plan and having an area of 302 sq. metres of land a little more or less.

AZIMUTHS and coordinates are referenced to the Prince Edward Island NAD27 Coordinates System, distance and coordinates being expressed in metres.

Leasehold Parcel 98-C

ALL THAT PARCEL OF LAND situate, lying and being at Kensington, lot or township No. 19, in Prince County, Province of Prince Edward Island, bounded and described as follows, that is to say:

COMMENCING at a point west of Broadway Street as the same is shown on a plan of survey entitled "Plan of Survey Showing Former Kensington Station Rail Yard Area at Kensington" as prepared by the Prince Edward Island Department of Transportation and Public Works and being certified by Serge J. Bernard, P. Eng., N.B.L.S. and P.E.I.L.S. on January 20, 1999, as file No. 2663, said point being no. 837 on said plan and having coordinates East 250874.828 and North 209899.764;

THENCE on an azimuth of $156^{\circ} 42' 42''$ a distance of 16.622 metres to calculated point no. 838 on said plan having coordinates East 250881.400 and North 209884.497;

THENCE in a westerly direction along a curve of a circle to the left, said curve having a radius of 373.685 metres for an arc distance of 4.273 metres to calculated point no. 839 on said plan having coordinates East 250877.769 and North 209882.244;

THENCE continuing in a westerly direction along a curve of a circle to the left, said curve having a radius of 790.603 metres for an arc distance of 68.090 metres to calculated point no. 836 on said plan having coordinates East 250821.749 and North 209843.576;

THENCE on an azimuth of $327^{\circ} 13' 46''$ a distance of 16.505 metres to calculated point no. 835 on said plan having coordinates East 250812.815 and North 209857.455;

THENCE in an easterly direction along a curve of a circle to the right, said curve having a radius of 807.062 metres with an arc distance of 68.267 metres to calculated point no. 862 on said plan having coordinates East 250869.011 and North 209896.179;

THENCE continuing in an easterly direction along a curve of a circle to the right, said curve having a radius of 390.144 metres with an arc distance of 6.833 metres to a point at the place of commencement.

BEING and intended to be the lands as on the aforementioned plan and having an area of 1,214 sq. metres of land a little more or less.

AZIMUTHS and coordinates are referenced to the Prince Edward Island NAD27 Coordinates System, distance and coordinates being expressed in metres.

THIS NOTICE OF AMENDED LEASE made as of and effective from the ____ day of September, 2015.

BETWEEN:

THE TOWN OF KENSINGTON

(the "Lessor")

OF THE FIRST PART

AND:

BEACH LIGHT HOLDINGS LTD.

(the "Lessee")

OF THE SECOND PART

WHEREAS By a lease dated the 19th day of March, 1999 (the "Lease"), Enterprise PEI leased to Heritage Development Inc. the lands and premises as more particularly described in Schedule "A" attached hereto (the "premises"), subject to the restrictions therein provided, for and during a term of fifty (50) years commencing on January 1, 1999, and expiring on December 31, 2048 (the "Term");

AND WHEREAS by a Deed of Conveyance dated December 23, 1999 and registered on February 2, 2000, Prince Edward Island Business Development Inc. (successor to Enterprise PEI) transferred the Premises to the Town of Kensington, subject to the Lease;

AND WHEREAS a Notice of the Lease dated effective as of the 23rd day of December, 1999, was registered in the Prince County Registry Office on August 26, 2013, in Book 3230 as Document No. 2769;

AND WHEREAS by an Absolute Assignment of Lease dated effective as of the 23rd day of August, 2013 and registered August 27, 2013 Heritage Development Inc. assigned its interest to 8537364 Canada Ltd.;

AND WHEREAS by an Absolute Assignment of Lease dated effective as of the 14th day of September, 2015 and registered September 18, 2015 8537364 Canada Ltd. assigned its interest to Beach Light Holdings Ltd.;

WITNESSETH NOW that in consideration of the sum of One Dollar (\$1.00) paid by the Lessee to the Lessor, the receipt of which is hereby acknowledged, and for other good and valuable consideration as set forth in the Lease, the Lessor confirms the Lease on the terms set forth in the said Lease, in respect of the lands and premises situate, lying and being at Kensington, in Prince County, Province of Prince Edward Island, subject to the restrictions therein provided and being Provincial Parcel No. 868646 as described in Schedule "A" hereto annexed, which Lease has been amended for a term of fifty (50) years commencing on the 14th day of September, 2015.

The only purpose of the Notice of Amended Lease is to give notice of the Amendment.

IN WITNESS WHEREOF the parties hereto have duly executed this Assignment.

SIGNED SEALED AND DELIVERED)

in the presence of:

)
)
)
)
)
)
)
)
)
)

Witness

TOWN OF KENSINGTON

Per: _____

Name:

Title:

Per: _____

Name:

Title:

SIGNED SEALED AND DELIVERED)

in the presence of:

)
)
)
)
)
)
)
)
)
)

Witness

BEACH LIGHT HOLDINGS LTD.

Per: _____

Name: Wayne Thompson

Title: President

SCHEDULE "A"

ALL THAT PARCEL OF LAND situate, lying and being in the Town of Kensington, Lot or Township Number 19, Prince County, Province of Prince Edward Island, bounded and described as follows, that is to say:

COMMENCING at a point on the Northwestern boundary of the Confederation Trail on the Southeastern boundary of lands of the Town of Kensington as shown on a survey plan entitled "Plan of Survey Showing Parcels CT-A & CT-B Being a Subdivision of Lands of Province of Prince Edward Island" prepared by WSP Surveys, certified by James A. Clow, P.E.I. Land Surveyor, on September 14, 2015, Drawing No. 151-08784-S01, approved by the Town of Kensington on September 14, 2015, (Parcels CT-A and CT-B to be consolidated to PID No. 868646), said point being more particularly identified by calculated point number 11708 having coordinates Easting 350868.217 metres Northing 709882.380 metres;

THENCE in a Northeastwardly direction along the line of a curve to the right, said curve having a radius of 819.255 metres, for an arc distance of 5.724 metres to calculated point number 11711;

THENCE on an azimuth of 146° 23' 23" for a distance of 1.482 metres to calculated point number 11710;

THENCE on an azimuth of 234° 18' 00" for a distance of 5.724 metres to calculated point number 11709;

THENCE on an azimuth of 326° 23' 23" for a distance of 1.477 metres to calculated point number 11708 or the point at the place of commencement.

BEING AND INTENDED to be **Parcel CT-A** as shown on the aforementioned survey plan, containing an area of 8 square metres of land, a little more or less.

ALSO ALL THAT PARCEL OF LAND situate, lying and being in the Town of Kensington, Lot or Township Number 19, Prince County, Province of Prince Edward Island, bounded and described as follows, that is to say:

COMMENCING at a point on the Southeastern boundary of the Confederation Trail on the Northwestern boundary of lands of the Town of Kensington as shown on a survey plan entitled "Plan of Survey Showing Parcels CT-A & CT-B Being a Subdivision of Lands of Province of Prince Edward Island" prepared by WSP Surveys, certified by James A. Clow, P.E.I. Land Surveyor, on September 14, 2015, Drawing No. 151-08784-S01, approved by the Town of Kensington on September 14, 2015, (Parcels CT-A and CT-B to be consolidated to PID No. 868646), said point being more particularly identified by calculated point number 11712 having coordinates Easting 350895.286 metres Northing 709886.499 metres;

THENCE on an azimuth of 326° 41' 41" for a distance of 1.386 metres to calculated point number 11713;

THENCE on an azimuth of 56° 48' 21" for a distance of 36.389 metres to calculated point number 11714;

THENCE on an azimuth of 146° 46' 41" for a distance of 1.586 metres to calculated point number 11715;

THENCE in a Southwestwardly direction along the line of a curve to the left, said curve having a radius of 807.033 metres, for an arc distance of 36.085 metres to calculated point number 11712 or the point at the place of commencement.

BEING AND INTENDED to be **Parcel CT-B** as shown on the aforementioned survey plan, containing an area of 51 square metres of land, a little more or less.

Parcels CT-A and CT-B to be consolidated with lands of the Town of Kensington, PID #868646.

AZIMUTHS and coordinates are based on the PEI Double Stereographic Projection with NAD83 (CSRS) Reference System.

ALL that parcel of land situate, lying and being at Kensington, Lot 19, Prince County, Province of Prince Edward Island, being shown and delineated on a Plan of Survey entitled "Plan of Survey Showing Parcels CT-A & CT-B being a Subdivision of Lands of Province of Prince Edward Island", prepared by WSP on September 14, 2015 as Drawing Number 151-08784-S01, approved by the Town of Kensington on September 14, 2015, and being more particularly bounded and described as follows, that is to say:

COMMENCING at a point being marked by Calculated Point Number 11715, on said plan, and having co-ordinates E. 350925.847 and N. 709906.254;

THENCE on an azimuth of 146° 46' 41", a distance of 10.0 metres, a little more or less to a point;

THENCE on an azimuth of 236° 48' 21" a distance of 2.50 metres, a little more or less to a point;;

THENCE in a Northerly direction to Calculated Point No. 11715 being the point or place of commencement.

SCHEDULE "A" Continued

Leasehold Parcel 98-A

ALL THAT PARCEL OF LAND situate, lying and being at Kensington, lot or township No. 19, in Prince County, Province of Prince Edward Island, bounded and described as follows, that is to say:

COMMENCING at a point located on the western boundary of Broadway Street as the same is shown on a plan of survey entitled "Plan of Survey Showing Former Kensington Station Rail Yard Area at Kensington" as prepared by the Prince Edward Island Department of Transportation and Public Works and being certified by Serge J. Bernard, P. Eng., N.B.L.S. and P.E.I.L.S. on January 20, 1999, as File No. 2663, said point being designated by calculated point no. 826 on said plan and having coordinates East 250894.447 and North 209939.250;

THENCE on an azimuth of $248^{\circ} 46' 09''$ a distance of 30.480 metres to calculated point no. 827 on said plan and having coordinates East 250866.036 and North 209928.213;

THENCE in a westerly direction along a curve of a circle to the left, said curve having a radius of 419.101 metres for an arc distance of 14.529 metres to calculated point no. 828 on said plan and having coordinates East 250853.603 and North 209920.697;

THENCE continuing in a westerly direction along a curve of a circle to the left, said curve having a radius of 836.019 metres for an arc distance of 32.049 metres to calculated point no. 830 on said plan and having coordinates East 250826.801 and North 209903.128;

THENCE on an azimuth of $147^{\circ} 13' 46''$ a distance of 16.772 metres to calculated point no. 829 on said plan and having coordinates East 250835.879 and North 209889.025;

THENCE in a westerly direction along a curve of a circle to the left, said curve having a radius of 819.254 metres for an arc distance of 54.884 metres to calculated point no. 831 on said plan having coordinates East 250791.653 and North 209856.543;

THENCE on an azimuth of $327^{\circ} 13' 46''$ and a distance of 20.860 metres to calculated point no. 832 on said plan having coordinates East 250780.361 and North 209874.083;

THENCE on an azimuth of $35^{\circ} 46' 58''$ a distance of 17.577 metres to calculated point no. 753 on said plan having coordinates East 250790.639 and North 209888.343;

THENCE on an azimuth of $46^{\circ} 07' 20''$ a distance of 19.527 metres to calculated point no. 752 on said plan having coordinates East 250804.715 and North 209901.877;

THENCE on an azimuth of $50^{\circ} 06' 01''$ a distance of 19.479 metres to calculated point no. 751 on said plan having coordinates East 250819.658 and North 209914.372;

THENCE on an azimuth of $59^{\circ} 55' 27''$ a distance of 43.485 metres to calculated point no. 750 on said plan having coordinates East 250857.288 and North 209936.164;

THENCE on an azimuth of $66^{\circ} 10' 13''$ a distance of 35.474 metres to calculated point no. 806 on said plan having coordinates East 250889.738 and North 209950.496;

THENCE on an azimuth of $157^{\circ} 16' 52''$ a distance of 12.192 metres to the point at the place of commencement.

BEING and intended to be the lands as on the aforementioned plan and having an area of 2,385 sq. metres of land a little more or less.

AZIMUTHS and coordinates are referenced to the Prince Edward Island NAD27 Coordinates Systems, distance and coordinates being expressed in metres.

Leasehold Parcel 98-B

ALL THAT PARCEL OF LAND situate, lying and being at Kensington, lot or township No. 19, in Prince County, Province of Prince Edward Island, bounded and described as follows, that is to say:

COMMENCING at a point located west of Broadway Street as the same is shown on a plan of survey entitled "Plan of Survey Showing Former Kensington Station Rail Yard Area at Kensington" as prepared by the Prince Edward Island Department of Transportation and Public Works and being certified by Serge J. Bernard, P. Eng., N.B.L.S. and P.E.I.L.S. on January 20, 1999, as file No. 2663, said point being designated by calculated point no. 835 on said plan and having coordinates East 250812.815 and North 209857.455;

THENCE on an azimuth of $147^{\circ} 13' 46''$ a distance of 16.505 metres to calculated point no. 836 on said plan having coordinates East 250821.749 and North 209843.576;

THENCE in a westerly direction along a curve of a circle to the left, said curve having a radius of 790.603 metres for an arc distance of 18.358 metres to calculated point no. 834 on said plan having coordinates East 250807.234 and North 209832.339;

THENCE on an azimuth of $327^{\circ} 13' 46''$ a distance of 16.538 metres to calculated point no. 833 on said plan having coordinates East 250798.282 and North 209846.245;

THENCE in an easterly direction along a curve of a circle to the right, said curve having a radius of 807.062 metres for an arc distance of 18.355 metres to a point at the place of commencement.

BEING and intended to be the lands as on the aforementioned plan and having an area of 302 sq. metres of land a little more or less.

AZIMUTHS and coordinates are referenced to the Prince Edward Island NAD27 Coordinates System, distance and coordinates being expressed in metres.

Leasehold Parcel 98-C

ALL THAT PARCEL OF LAND situate, lying and being at Kensington, lot or township No. 19, in Prince County, Province of Prince Edward Island, bounded and described as follows, that is to say:

COMMENCING at a point west of Broadway Street as the same is shown on a plan of survey entitled "Plan of Survey Showing Former Kensington Station Rail Yard Area at Kensington" as prepared by the Prince Edward Island Department of Transportation and Public Works and being certified by Serge J. Bernard, P. Eng., N.B.L.S. and P.E.I.L.S. on January 20, 1999, as file No. 2663, said point being no. 837 on said plan and having coordinates East 250874.828 and North 209899.764;

THENCE on an azimuth of $156^{\circ} 42' 42''$ a distance of 16.622 metres to calculated point no. 838 on said plan having coordinates East 250881.400 and North 209884.497;

THENCE in a westerly direction along a curve of a circle to the left, said curve having a radius of 373.685 metres for an arc distance of 4.273 metres to calculated point no. 839 on said plan having coordinates East 250877.769 and North 209882.244;

THENCE continuing in a westerly direction along a curve of a circle to the left, said curve having a radius of 790.603 metres for an arc distance of 68.090 metres to calculated point no. 836 on said plan having coordinates East 250821.749 and North 209843.576;

THENCE on an azimuth of $327^{\circ} 13' 46''$ a distance of 16.505 metres to calculated point no. 835 on said plan having coordinates East 250812.815 and North 209857.455;

THENCE in an easterly direction along a curve of a circle to the right, said curve having a radius of 807.062 metres with an arc distance of 68.267 metres to calculated point no. 862 on said plan having coordinates East 250869.011 and North 209896.179;

THENCE continuing in an easterly direction along a curve of a circle to the right, said curve having a radius of 390.144 metres with an arc distance of 6.833 metres to a point at the place of commencement.

BEING and intended to be the lands as on the aforementioned plan and having an area of 1,214 sq. metres of land a little more or less.

AZIMUTHS and coordinates are referenced to the Prince Edward Island NAD27 Coordinates System, distance and coordinates being expressed in metres.

Geoff Baker

From: Mayor Rowan Caseley <mayor@townofkensington.com>
Sent: Saturday, September 19, 2015 9:23 PM
To: Geoff Baker
Subject: Fw: THANK YOU VERY MUCH!

Correspondence. Please.

Sent from my BlackBerry 10 smartphone on the Bell network.

From: VICKI SMITH <vickismith@shaw.ca>
Sent: Saturday, September 19, 2015 9:20 PM
To: mayor@townofkensington.com
Subject: THANK YOU VERY MUCH!

Hi Rowan,

I just received your lovely envelope of literature about Kensington. It was so great to get that, and want to say thank you very much for sending that along! As well, just wanted to mention that if you are ever in need of funds re advertising, etc. I do know that my brother, Charlie Cooke at the Insurance Company of PEI in Charlottetown would love to do what he can in that regard for our great town where we grew up. Vicki Cooke-Smith

PS It sure was great to see Grampie Cooke in that brochure. He had been mayor for a good bit, actually.

Sent from Windows Mail



Team PEI—Booster Club

2016 Special Olympics National Summer Games
Corner Brook, Newfoundland
February 28—March 6, 2016

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

Correspondence

Dear Mayor Caseley,

Next March, 28 athletes and 14 volunteer coaches and mission staff will represent Prince Edward Island at the 2016 Special Olympics National Winter Games in Corner Brook, Newfoundland. Island athletes will be competing in cross country skiing, curling, figure skating, floor hockey and snowshoeing.

Team PEI 2016 has 1 athlete and 1 coach from the Kensington area. We are asking for your support in sending Special Olympics PEI athlete **Jeremy Wall** to the 2016 Special Olympics National Winter Games.

The cost for Team PEI to travel, train and be fitted for the 2016 Special Olympics National Winter Games is over \$82 000. Team members and their families are working hard to raise money by holding fundraising events across PEI, however, we need your help.

Join the Team—Join the Team PEI Booster Club

The Team PEI **Booster Club** allows local businesses and individuals to sponsor athletes and / or coaches in their communities. Sponsorship of the Team PEI Booster will showcase your support for Special Olympics PEI and will help offset the cost of these Games.

Athlete Benefits

When given an opportunity to experience the thrill of competition at a Special Olympics National event, words can not describe the positive impact this has on an athlete and their family. Through competition, these athletes gain self-esteem, confidence and strength, which benefits all aspects of their lives.

By supporting the Team PEI **Booster Club**, you are giving our athletes the full National Games experience, including staying in an athlete's village while attending Games, the opportunity to participate in opening and closing ceremonies, high caliber athletic venues with qualified officials, access to social and Healthy Athletes events, and memories that will last a lifetime.

Donor Benefits

As a thank you for your donation to the Team PEI **Booster Club**, you will receive the following recognition:

- An invitation to the Team PEI Pep Rally
- A certificate acknowledging your support
- A charitable tax receipt

Thank you for considering this request. To meet all of Team PEI 2016, please see the enclosed Team List. If you want to join the Team PEI **Booster Club**, please fill out the commitment form on the reverse side of this letter.

Meet Team PEI 2016

Floor Hockey

Art Smith	Charlottetown
Bradley Ramsay	Summerside
Cedric Gallant	Summerside
Charles Beaulieu	Charlottetown
Derek McDonald	Bonshaw
Eric Coughlin	Charlottetown
Evan Costain	Kinkora
Geoffrey Bridges	Charlottetown
Jeremy Wall	Kensington
Jerred Affleck	Charlottetown
John Morton	Charlottetown
Keegan Waite	Summerside
Michael MacIsaac	Charlottetown
Nathan Irwin	Summerside
Shawn Mitchell	Charlottetown
Tommy MacGuigan	Charlottetown

Head Coach: CY Holland
 Assistant Coach: Barry Murray
 Assistant Coach: Peter Howatt

Stratford
 Kensington
 Charlottetown

Snowshoe

Janet Charchuk	Alberton
John Rafuse	Montague

Head Coach: Emily Chapman

Murray Harbour

Figure Skating

Alyssa Chapman	Murray Harbour
----------------	----------------

Head Coach: Sarah Profitt

Cornwall

Cross Country Skiing

Amie Sullivan	Montague
Ellen MacNearney	Montague
Michael Morris	Stratford
Tommy Ling	Charlottetown

Head Coach: Kathleen MacNearney
 Assistant Coach: David MacNearney

Montague
 Montague

Curling

Phillip Chugg	Stratford
Monique Gauthier	Charlottetown
Chris MacPherson	Charlottetown
John Anthony Laybolt	Mermaid
Shane MacPhee	Charlottetown

Head Coach: Dick St. John
 Assistant Coach: Brad Chugg

Charlottetown
 Stratford

Chef de Mission: Team Manager:

Matthew McNally
Genna Phelan

Mount Stewart
 Charlottetown

Mission Staff

Judy Gallant	Charlottetown
Jodi Harper	Harrington
Jamie Matheson	Montague



"Let me win. But if I cannot win,
 let me be brave in the attempt."

- Athletes Oath



KENSINGTON INT/SR HIGH SCHOOL

P.O. Box 340/19 Victoria St. E.

Kensington, PE

C0B 1M0

Phone 902-836-8901/Fax 902-836-8903

<http://www.edu.pe.ca/kish>

Newsletter #1

September 2015

Upcoming

September 10.....	Picture Day
September 15.....	Meet the Teacher, 6pm
September 15.....	Last Day for Sr. High Course Changes
September 18.....	Magazine Campaign Kick-Off
September 18,19.....	KISH Volleyball Extravaganza
September 21.....	Terry Fox Run

Staffing Changes

- Mitchell Caissy – transfer to another school
- Brett Corcoran – transfer to Westisle
- Tathnee O'Meara – transfer to another school
- Jennifer Spence – transfer to Stonepark Junior High
- Bette Young – retired
- Kelly Ramsay – transfer to another school
- Sherry Webster – other employment
- Jessie Adams – retired
- Steven Waugh – other employment

Welcome to:

- Stan Chaisson – athletic director
- Eamon Graham – junior high French Immersion
- Stephanie MacNeill – senior high art
- Brittany Waite – junior high home ec/sr high foods
- Kym Thain – Educational Assistant

Meet the Teacher Night

Information meetings will be held on Tuesday, September 15 at 6pm for parents of students in grades 7-11. Parents of grade 12 students will meet at 7pm. Everyone will gather in the cafeteria for remarks from the principal and will then move to individual homerooms for a meeting with the teacher.

- Soccer - \$75
- Volleyball - \$75
- Rugby - \$40
- Badminton - \$15
- Basketball - \$100
- X Country - \$15
- Track - \$15

Athletic fees **must be paid before** the player receives a uniform and/or plays their first game.

English Language School Board New Attendance Policy

Regular attendance is very important to help students achieve to their full potential. School attendance is also required by law under the *School Act* for all children between the ages of 6 and 16 and it is the parents/guardians responsibility to ensure that students attend on a regular basis.

Grades K-9 Procedures:

Step 1 – When a student has **5 days** of absences in a **reporting period**, the classroom teacher will phone home (3 attempts) to communicate concern about attendance. If contact is unsuccessful, the teacher will inform the administration.

Step 2 – When a student has **10 days** of absences within the **school year**, the classroom teacher will notify administration, which will then send home the *Initial Notification of Absenteeism* letter to communicate concern about attendance and to arrange a parent/guardian meeting.

Step 3 – When a student has **15 days** of absences within the **school year**, the classroom teacher will notify administration, which will then send home the *Second Notification of Absenteeism* letter. Administration will meet with the parent/guardian to develop a support plan. A copy of the support plan and meeting discussions will be given to the parent/guardian. If the support plan is unsuccessful, administration will inform the parent/guardian that there will be a report to the Superintendent. When non-attendance is suspected to be a result of parental neglect, administration will make a report to the *Department of Community Services and Seniors – Child Protection*.

Step 4 – When a student has more than **20 days** of absences within the **school year**. The classroom teacher will notify administration and a *Third Notification of Absenteeism* letter will be sent home and notifications sent to the Superintendent and Child Protection Services if the non-attendance is suspected to be as a result of parental neglect.

Grades 10-12 Procedures:

Step 1 – When a student has **5 days or periods of absence per subject**, the teacher will talk to the student and phone home (3 attempts). If contact is unsuccessful, the teacher will inform administration.

Step 2 – When a student has **10 days or periods of absence per subject**, the subject teacher will talk to the student and notify administration. Administration will meet with the

school and leave your mark! Student Council represents the interests of all students, so the more input we have, the better we can meet your needs.

2. **Executive (so far):**

President – Lindsay Ramsay

Sr. Vice President – Courtney Profit

Jr. Vice President – Caleb McKenna

Co-Secretary – Mary Kate Picketts & Annie Tuplin

Co-Activities – Emily Kelly & Shelby Sudsbury

3. **Please note the following dates:**

Friday, September 11 – Green & White Day (dress up and activity at lunch)

Tuesday, September 22-Sunday, September 28 – Student delegates (Kristen Cash, Keegan Dymont, Mary Kate Picketts, Courtney Profit) and advisor Kelly Gallant will attend the Canadian Student Leadership Conference in Halifax, NS.

4. In order to raise funds for activities in our busy school, Student Council has two major fundraisers:

- Our annual magazine campaign will kick off on Friday, September 18 and run until September 28. We encourage you to look for this and support it as you are able. This year the catalogue also has gift ideas as well. There will be a link on the school website for more information.
- The School Store will operate again this year, selling school supplies (pens, pencils, paper, rulers, dividers, erasers, markers), Spiritwear, vintage items and KISH-crested merchandise. The store will be open on Meet the Teacher Night. Check out items such as the KISH-crested metal water bottles (\$7.50), KISH lanyards (\$5) and KISH spirit tattoos (50¢).

Scholastic Book Orders

Order forms for students wishing to purchase merchandise will be available each month in the library. Through these orders the school receives free resources for student and teacher use. We also have French order forms for those who are interested in French materials.

Community Notes

1. **Kensington Area Skating Club** registration takes place on Saturday, September 12 from 9am-12pm at Community Gardens. For more information and contact names, check out their website at <https://kensingtonskatingclub.wordpress.com/>.
2. **Sparks, Brownies, Girl Guides** registration (ages 5-17), takes place Monday, September 14 from 6-8pm at the Kensington Fire Hall. The cost is \$105 per person.
3. **Beavers** (ages 5-7) meet on Tuesdays. Contact Catherine Gallant at 902-303-3247.
4. **Cubs** (ages 8-10) Contact is Charlotte Morrison.



Kensington Wild Hockey Club
PO BOX 835
Kensington .PE
C0B-1M0

Sponsorship Letter 2015 /2016

Dear Potential Sponsor,

On behalf of the Kensington Wild Major Midget Hockey Club, we would like to extend an invitation to you and your company to become a sponsor for our 2015/2016 season. Let me take this opportunity to introduce you to the Kensington Wild. The Wild franchise is entering its third year in the NB/PEI Major Midget League. Our team plays host to and travels to Moncton, Fredericton, St John, Miramichi, and Charlottetown. We compete in a 35 game schedule; attend tournaments in Moncton and Halifax. The Wild will play home games at the Community Gardens in Kensington and will once again be very competitive team.

The Kensington Wild team will consist of 20 players from across Pei. This league hosts the future talented players that will go on to be drafted in the Major Junior, Junior A hockey Leagues. It's our plan to continue to be a part of our community and to provide an exciting environment for our players, fans and sponsors.

The Wild Hockey Club looks forward to building a strong partnership with your company. We truly believe that together we can help grow your community involvement while investing in today's youth and having a lot of fun doing it.

We are proposing a couple of options for you to consider. This is going to be an exciting year for the Wild in Kensington. If you have any questions at all please feel free to contact myself. We thank you for your time and look forward to hearing from you soon.

Respectfully Yours

Mike Gallant
Kensington Wild President
902-439-3565
pei.wildhockey@hotmail.com



Sponsorship Programs

Team Sponsor: (Team Sponsor unavailable)
Monaghan Farms

Company logo on all 40 jerseys home and away.
Team Name will reflect sponsor in all advertising. EX. _____ Kensington Wild
A number of season passes to be agreed upon .
Front page advertising on game bulletins.
Season opener game dedicated to Sponsor.
Announcements at every game acknowledging you as official team sponsor.
Web site recognition.
Team photo.
Team Jacket.
All 20 players to help you with an event that involves your business in the community.

Player Sponsor (20 Available) \$750.00 Best Deal All in \$1000

Sweater recognition advertising your sponsorship.
5 season passes to regular season games. (375.00 Value)
Sponsor name in all game bulletins.
Company name announced at every home game.
Autographed Player photo for your Wall of fame

ALL IN SPECIAL

1 game night sponsor may be included for \$250.00. Recieve a Kensington Wild Team Jacket. Or Team Hoodie and Hat.

Game Sponsor (17 Available) \$250.00

10 game tickets for your sponsored game.
This is your night to advertise any way you wish.
Hand out brochures
Free product give away.
Door prizes
Lots of fun great publicity.

Season Pass (\$75.00)

Access to all 18 home games.



Sponsor Details Form

Please Circle Appropriate Level of Sponsorship

Team Sponsor.

Business will be contacted.

Player Sponsor

Individual player Request (Players Name)

Game Sponsor

Requested Month to be featured. Sept Thru Feb

Season Passes

Indicate amount of passes Requested

All in Option

Yes

No (please circle)

Jacket Size

Adult M

L

XL

XXL

Business Name

Date

Mailing Address

Telephone#

City

Postal Code

Email Address

Contact Name

Telephone #

Jersey Sponsor Bar to read as follows.

Advertising business name as follows

Payment Details

Amount Collected

Date Collected

Check

Cash

Received By

- Sponsor Signature

Logo can be emailed to pei.wildhockey@hotmail.com

Checks Made Payable to **Kensington Wild**

Sept. 24, 015
Elizabeth Hunter
Box 99
Kensington.

Roe ID
Sept 25/15

CC - Geoff B
Spencer -
Community Services
Correspondence to
Council

Attention mayor and councilors:

I have several matters that I would like to bring to your attention in the hopes of finding some reasonable solutions.

First of all I am surprised that as a property owner who would be affected by the changes made to the entrance to Tim Hortons I was not approached in any way for input. Perhaps this was an oversight on the towns behalf.

I would like to point out that when the rush hour line ups are going we can no longer leave the apartment windows open for cooler air and believe me the apartments upstairs get very, very warm. If I leave them open during the night unless I am up and have them closed by seven the fumes from their clientele fill the place up and leave me feeling sick. You have also taken a quiet part of the neighborhood and added a substantial amount of noise pollution as vehicles idle away waiting their turn to drive through. We hardly ever heard them before and deadly fumes were not an issue.

Perhaps you can think of other Island Tim drive throughs that allow the traffic to sit under resident's windows, but I can't think of one. Already I am dreading the summer traffic that will be parked outside my windows when we need to have them open once again.

I would appreciate a reply in writing that contains some kind of solution to this hazardous situation.

Secondly, I would like to propose that a bylaw be put in place to prohibit any type of recreational fires within the town limits. So many different times both last summer and this I had to stay up until 11PM before I could reopen my windows due to wood smoke filtering in. That's very difficult to do when you are ready for bed by quarter to ten. Mostly it came from the West where my bedroom sits. Some Fridays evenings around nine I left my home due to the high temperatures in the apartment. No longer was I able to relax after a days

work as anyone should be able to do. One evening in particular I just had to leave the windows open and when I came home around ten the smoke was so bad it triggered an asthma attack and I again had to vacate my home. Believe me when I say there is no joy in sitting in a closed up apartment in near ninety degree temperatures.

These backyard stoves are not like a house chimney that puts the smoke up over our homes. This smoke just sort of waifs its way where ever it wants and in this case into my house. Leslie and I had to stop burning wood in our homes because any amount of smoke triggered bouts of asthma and this is the first problem I have encountered since.

Please let me know in writing what you decide and why on this matter.

In explanation I do not always want to be approaching the town with my concerns because in the past when dealing with our town manager, workable solutions to problems never materialized and sometimes went from worse to worse. In particular I am referring to snow removal around my property at 69 Woodleigh Dr.

Last winter and yes, I know it was a horrible winter for snow. However I would like to meet with some of you to cover this situation before winter is once again upon us. I'm sure with this added traffic to Woodleigh Dr. there needs to be a workable plan in place.

Last winter the snow was often left across the front of my parking lot out at least four feet into the street for the second day making it impossible for my snow person to blow out the parking lot. In the past that snow left by the town's plow was moved by Garth or a town employee across the street to the town's lot when their parking lot was being done. This past winter it was left making it now two days before I could get my lot blown clear. I can't help but wonder why I had to finally ask the mayor to get it done. I wonder if it was because I had told our town manager that I had videoed the town plow pushing the snow from down Commercial around the stop sign and into my lot by about six feet not including the sidewalk. I had also told him in 2014 that I had videoed the town sidewalk blower blowing snow against my building after he had spoken with his people who said they had not done so. Last winter I know that Wendy heard from a town employee when I after observing him blow snow twice in a row against the corner of my building and once on the window I went out and stood there until he came the third

time doing the same thing. I then spoke sharply to him and informed him that he was not to do so.

My point is that I feel I have been poorly treated by the leaders of this community and I have always been willing to work towards feasible solutions that work for all concerned.

These matters are very important to me and I am anxious to hear from the town about my concerns. I am keeping a copy of this for my records so I can recall exactly what I have covered in this letter.

Kind regards,

Elizabeth Hunter
69 Woodleigh Dr.



KENSINGTON INT/SR HIGH SCHOOL
P.O. Box 340/19 Victoria St. E.
Kensington, PE C0B 1M0
Phone 902-836-8901/Fax 902-836-8903
<http://www.edu.pe.ca/kish>

Newsletter #2

October 2015

Upcoming

October 6.....Bullying presentation
October 7-9.....Agriculture Certificate students to Truro & NSAC
October 8-9.....Grade 10 TNT students on Eastern PEI tour
October 12.....Thanksgiving – no classes
October 16-30.....Pie fundraising campaign
October 21.....School dance
October 22-23.....PEITF Convention – no classes
October 29.....Haunted Hallways

Pie Fundraiser

KISH is holding a pie fundraiser again from October 16-30. Students will be selling 8-inch frozen fruit pies for \$6 and frozen meat pies from The Home Place for \$12. Pie pick-up date is Monday, November 16 from 2:30-5:00 in our carpentry area.

Pies available to purchase include Apple, Blueberry, Rhubarb/Strawberry, Cherry, Mixed Fruit, Caramel Apple, Pecan, Pumpkin, no-sugar-added apple and meat.

"Apple Valley Foods is a quality pie manufacturer in Nova Scotia's beautiful Annapolis Valley, an area well known for its harvest of the highest quality apples and fruits. All of our pies are made from scratch in a new, modern, state-of-the-art facility. Apple Valley is a family-owned and operated company, dedicated to providing its customers with outstanding pies and remarkable customer service."

Proceeds from this fundraiser go to support student activities throughout the school.

Terry Fox Run

Our Terry Fox Run was held on September 21 and we raised over \$500. In reaching this goal, the principal Mr. Mulligan has agreed to get a pie in the face. Great job everyone and thanks for all your support.

Community Notes

1. **Scouting Groups** – Registration for all groups is open year-round (we're always accepting new youth) and we also need leaders and support staff. For more information, contact Shelley Cole at 902-439-9967.
2. **Air Cadets** – Are you between the ages of 12-18 and have an interest in marksmanship, music, athletics and flying? How about trying the Air Cadets. There is no cost to join or for any of the activities. Air Cadets can provide you with opportunities in leadership, discipline and determination. Cadets have the opportunity to participate in sports events, marching bands, precision drills, summer camps and you can earn a pilot's license at 16 years of age. Being a member can also earn you high school credits. Come out and see what we're all about. 53 Cadet Squadron trains on Tuesday nights from 6-9pm at the Summerside Armories in Slemon Park. For more information, contact Sandra Arsenault at 436-6968 or 315-2513.
3. **Legislative Assembly Paige Program** – This program is offered to students at all PEI high schools. Chosen students will work at the Legislature when it's in session and will gain valuable work experience in a fast-paced parliamentary setting. Interested students should contact Mr. Mulligan in the school office before Friday, October 9.

Geoff Baker

From: Kensington Chamber <info@kensingtonchamber.ca>
Sent: Thursday, October 08, 2015 2:46 PM
To: townmanager@townofkensington.com; rcaseley@townofkensington.com
Subject: Business Awards Dinner Sponsorship Request
Attachments: Town of Kensington Event Sponsorship Request.pdf

Hi Geoff and Rowan,

The Kensington Chamber is seeking sponsors for our Annual Business Awards held in November. We are going back to our roots this year and celebrating the brightest and best in local business. We are hoping that the Town of Kensington would be interested in becoming an event sponsor for the evening.

I have a presentation attached, please take a look and let me know if this is something you are interested in.

Thanks so much,
Jessica

Jessica Caseley
Membership and Events Coordinator
Kensington and Area Chamber of Commerce
902-836-3209
www.kensingtonchamber.ca

A photograph of the Colosseum in Rome at night. The structure is illuminated from within, with warm yellow light glowing through the arches. The sky is a deep blue. The text is overlaid on the right side of the image.

Kensington and Area Chamber of Commerce

SPONSORSHIP OPPORTUNITY

Business Awards Dinner

A Night in Italy

10TH ANNUAL BUSINESS AWARDS
NOVEMBER 18, 2015
NEW LONDON COMMUNITY COMPLEX
6:15 RECEPTION | AWARDS DINNER 7:00



6
AWARD
CATEGORIES

A FEW STATS
ABOUT OUR
CHAMBER
BUSINESS
AWARDS

1
ITALIAN
THEME

7
LOCAL
CHEFS

100
GUESTS

10
YEARS
RUNNING



RECOGNIZING THE BRIGHTEST AND BEST

**EVENT
SPONSOR
OPPORTUNITY
\$500**

- **1 Complementary Ticket to Gala**
- **Event Sponsor highlighted in advertising: print, radio and social media**
- **1 Month banner display on website**
- **Logo and link to your website on Event Sponsors page**
- **Town of Kensington mentioned as event sponsor throughout the evening**

**TO BE AN EVENT SPONSOR,
PLEASE CONTACT JESSICA AT THE
CHAMBER OFFICE.**

info@kensingtonchamber.ca