



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

Monday, January 25, 2021 @ 6:30 PM

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

**Town of Kensington
Committee of Council Meeting
Monday – January 25, 2021 – 6:30 PM**

- 1. Call to Order**
- 2. Adoption of Agenda (Additions/Deletions)**
- 3. Declaration of Conflict of Interest**
- 4. Delegations, Special Speakers and Public Input**
- 5. Adoption of Previous Meeting Minutes – November 23, 2020**
- 6. Business Arising from Minutes – November 23, 2020**
- 7. Staff Reports**
 - a. Chief Administrative Officer's Report
 - b. Fire Department Statistical Report
 - c. Police Department Statistical Report
 - d. Development Permit Summary Report
 - e. Bills List – Town
 - f. Bills List – Water and Pollution Control Corporation
 - g. Summary Income Statement
 - h. Credit Union Centre Report
- 8. New Business**
 - a. COC Memo – Subdivision of Lands of the Estate of Olive Champion
 - b. COC Memo - Draft Water and Sewer Utility Bylaw
 - c. Heart of PEI Initiative – *Presentation and Discussion*
- 9. Councillor Issues/Inquiries**
- 10. Correspondence**
- 11. In-Camera (Closed Session) – One item of a human resources nature – Section 119(d) of the *Municipal Government Act*.**
- 12. Adjournment**

**Town of Kensington
Committee of Council Meeting
Monday, November 23, 2020
6:30 PM**

Council Members Present: Mayor, Rowan Caseley; Deputy Mayor, Coreen Pickering
Councillors: Bernard, Gallant, Toombs, Spencer and Mann.

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

Visitors: Jason Simmonds – Journal Pioneer

1. Calling of Meeting to Order

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

2. Adoption of Agenda

2.1 *Moved by Councillor Gallant, seconded by Councillor Toombs to approve the agenda for the November 23, 2020 Committee of Council meeting. Unanimously carried.*

3. Declaration of Conflict of Interest

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

4. Delegations, Special Speakers and Public Input

4.1 *Nil*

5. Adoption of Previous Meeting Minutes

5.1 *Moved by Councillor Spencer, seconded by Councillor Bernard to approve the Committee of Council meeting minutes from October 26, 2020. Unanimously carried.*

6. Business Arising from Minutes

6.1 *Nil*

7. Staff Reports

7.1 CAO's Report

7.1.1 *Moved by Councillor Toombs, seconded by Councillor Spencer to receive and recommend approval to Town Council the adoption of the November 2020 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.2 Fire Department Statistical Report

7.2.1 *Moved by Deputy Mayor Pickering, seconded by Councillor Toombs to recommend to Town Council the adoption of the October 2020 Fire Chief's Report as prepared by Fire Chief Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

7.3.1 *Moved by Councillor Toombs, seconded by Councillor Spencer to recommend to Town Council the adoption of the October 2020 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.4 Development Permit Summary Report

7.4.1 *Moved by Councillor Spencer, seconded by Councillor Toombs to receive the November 2020 Development Permit Summary Report as prepared by Administrative Assistant, Kim Caseley. Unanimously carried.*

7.5 Financial Report (Summary Income Statement & Bills List)

7.5.1 *Moved by Councillor Mann, seconded by Councillor Toombs to recommend to Town Council the approval of the General Bills List for October 2020 in the amount of \$695,648.09. Unanimously carried.*

7.5.2 *Moved by Councillor Mann, seconded by Councillor Spencer to recommend to Town Council the approval of the Water & Pollution Control Corporation Bills List for October 2020 in the amount of \$24,393.35. Unanimously carried.*

7.6 Summary Income Statement

7.6.1 *Moved by Councillor Mann, seconded by Councillor Bernard to recommend to Town Council the adoption of the Summary Income Statements for October 2020, as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

7.7 Credit Union Centre Report

7.7.1 *Moved by Councillor Toombs, seconded by Councillor Spencer to recommend to Town Council the adoption of the Credit Union Centre Report for October 2020, as prepared by CUC Manager, Robert Wood. Unanimously carried.*

7.7.2 Deputy Mayor Pickering requested that Copper Shore Electrical be recognized by the Town for their donation and installation of an outdoor light on the South side Credit Union Centre exit.

8. New Business

8.1 Active Transportation System Extensions Project

8.1.1 *Moved by Councillor Toombs, seconded by Councillor Gallant*

WHEREAS Town Council are intent on extending sidewalks to provide connectivity and safe access to the Town's active transportation system including the Confederation Trail and John Hogg Public Forest Trail systems;

AND WHEREAS Town Council's '10-year Strategic Vision' and 'Official Plan' policies support active transportation, connectivity and environmental stewardship;

BE IT RESOLVED THAT Town Council authorize the Chief Administrative Officer to complete an application to the Province of Prince Edward Island Active Transportation Funding Program to fund a portion of the Town of Kensington Active Transportation System Extensions project.

Unanimously carried.

9. Councillor Issues/Inquiries

9.1 Mayor Caseley confirmed that the Annual Tree Lighting at the Railyards will take place following the parade. Due to Covid-19 restrictions, we will not hold a public event this year.

9.2 Mayor Caseley discussed with Council a request from Habitat for Humanity PEI CAO, Jamie MacKay. Mr. MacKay has requested support from the Town of Kensington for a potential build within the Town. Mayor Caseley inquired if Council would be interested in financially supporting this initiative through options such as a credit to the water and sewer utility and/or forgoing the applicable development & permit fees. Council agreed they would like to have further discussions in this regard with Mr. MacKay and the Habitat for Humanity organization.

- 9.3** Councillor Gallant shared with Council the passing of Colin. B. Estabrooks, a former employee of the Town of Kensington, where he started his policing career.

10. Correspondence

- 10.1** A letter from the Dairy Farmers of PEI to the Kensington Fire Department thanking them for their service. The correspondence included a \$500.00 donation from the Dairy Farmers organization to the Fire Department.

- 10.2** A letter from The Honourable Percy Downe requesting support to prevent the future cancellation of the CBC evening TV news show Compass.

Moved by Councillor Toombs, seconded by Councillor Spencer to send a letter of support to the Secretary General of the CRTC in an effort to prevent the future cancellation of the CBC evening TV news show, Compass. Unanimously carried.

- 10.3** A letter from Warren Ellis, owner of Frosty Treat #2 requesting to be annexed inside the Town of Kensington boundary.

- 10.4** A letter from Ryan Simmonds requesting the re-zoning of Lot #8 in the Lions Drive subdivision. Mr. Baker confirmed the request is being reviewed by DV8 Consulting and will be brought forward to Town Council for consideration.

- 10.5** A letter from Q93/SPUD102/CFCY with information on the Season's Greetings ad for 2020.

Moved by Councillor Toombs, seconded by Deputy Mayor Pickering to give direction to Town staff to proceed with the 2020 Q93/SPUD102/CFCY Season's Greetings ad for \$349.00. Unanimously carried.

11. In-Camera (Closed Session)

- 11.1** *Nil*

12. Adjournment

- 12.1** *Moved by Councillor Toombs, seconded by Councillor Gallant to adjourn the meeting at 7:20 pm. Unanimously carried.*

Geoff Baker,
CAO

Rowan Caseley,
Mayor

Town of Kensington		
CAO's Report for Committee of Council - January 2021		
Item #	Project/Task	Status
1	Exempt Staffing Policy	The policy was provided to Town Councillors by email on January 15th and is being circulated with the January Committee of Council tentative agenda package for Committee's consideration.
2	COVID-19 Pandemic	We continue to implement all facility plans until such time as the Public Health Office advises otherwise. Staff are consistently reviewing the plans for required updates, i.e. mandatory masks in all public places. Updated plans around the operation of the Credit Union Centre has been posted on the CPHO website. Updated plans will be posted to the Town's website as they are updated. The Town was recently advised of the approval of funding through the Safe Restart Program in the amount of \$87,000. The funds will be utilized for pandemic response supplies as well as facility upgrades as was approved by Town Council in November of 2020.
3	Victoria Street West Sidewalk Replacement	The project was completed in November 2020.
4	Official Plan and Zoning Bylaw 5 Year Review	Following completion of the Town's current annexation application process, work on the Development Bylaw and Official Plan can proceed.
5	Asset Management	I was requested by the consultant to return any asset management sheets to him, to address some deficiencies within them. The consultant is currently working on incorporating storm water management ponds and natural assets within the work sheets. The project is currently delayed. I would anticipate that within the next month or so, the (consultant) project will be completed.
6	Investing in Canada Infrastructure Program (ICIP) - Lagoon Upgrades	Sludge cleaning has been completed however the final sludge quantity removed from the lagoon has not yet been finalized (should not be greater than tendered quantity). The inlet baffle has been installed, the berm repairs have been completed and the lagoon was back to normal operating depth as of Saturday, January 3 rd . The contractor will be required to come back to site in the spring to perform final reinstatement of the site.
7	2019-2024 Gas Tax Capital Investment Plan	It was originally intended that the re-profiling would be presented to Committee of Council during their January regular meeting however I am still trying to assemble the project methodologies and cost estimates. The information should be ready for presentation at the February regular meeting of Town Council.
8	Emergency Warming/Reception Centre	NO UPDATE The operational guideline is still in development. Staff applied for \$20,000 in funding support through the Provincial Government which has been approved and received.
9	Fire Department Rescue Vehicle	The rescue vehicle was delivered to the Fire Department on December 19th. The old rescue vehicle has been advertised for sale as per Council's direction.
10	Wastewater Treatment Plant Blowers	Funds have been included in the 2020/21 Capital Budget to replace the existing sensors associated with the Blower #1 Variable Frequency Drive (VFD) as well as for the installation of a second VFD on Blower #2. While staff were preparing a recommendation for the September Council meeting, it was determined that Gas Tax may be a more appropriate funding source to complete the project. Another re-profiling of the Town's Capital Investment Plan is required of which this project will form a part. WSP are currently working on a project proposal, including a cost estimate, to enable the completion of the funding application.
11	Water and Wastewater Bylaw	The Water and Sewer Utility Bylaw has been circulated with the January tentative Committee of Council agenda for consideration.
12	Kensington Area Soccer Club - Clubhouse	Work continues on the soccer clubhouse. The ROW agreement for the water and sewer connections is still being worked on with the Province of PEI.
13	Municipal Restructuring	A copy of the IRAC recommendation report has been provided to Town Councillors. It is understood that the report has been provided to the Minister of Communities and will be considered by Cabinet in January/February 2021. .
14	Police Study/Service Model Review	The Police Study Report has been approved by Town Council and placed on the Town's website. Staff are working on an associated implementation plan for the report.

Item #	Project/Task	Status
15	Lion's Drive Re-Zoning Application - Ryan Simmonds	Staff have received a development concept for the property which proposes a variance requirement. The development concept has been provided to DV8 Consulting for review prior to proceeding to the Public Meeting to determine whether or not the application should proceed.
16	Investing in Canada Infrastructure Program (ICIP) - Wellfield Upgrades	The SCADA panel and chlorine analyser have been mounted and all conduit run. The remaining work for these items includes wiring the equipment into the existing system and plumbing the 19 mm service into the chlorine analyzer. The contractor has been prompted to have the equipment wired and made operational as soon as possible however they are having difficulty getting to PEI due to the COVID-19 restrictions. The generators and supporting equipment are still delayed.
17	Railyards Garbage Receptacle Area	Commercial Construction have removed the top soil from the grassed area behind the freight shed. A tenant has expressed some resistance to relocating their garbage receptacle. More information will be brought before Town Council for discussion as the situation progresses. One waste container, which was initially moved to the area, has since been moved back to a parking space for the winter months. The owner has committed to moving the container back to the cleared area in the Spring.
18	Development Control Bylaw Amendment - Third Accessory Structure	The amendment has been approved by the Department of Communities.
19	Water and Sewer Rate Application	The new rate structure has been approved by IRAC. The new rates will be implemented for January 1st, 2021.
20	Railyards Fence Replacement	NO UPDATE I am informed that the cost shared portion of this project will not be completed until the Spring of 2021 due to unavailability of materials.
21	Utility Trailer - Broadway Street North	The utility transport container was supposed to have been removed by October 24, 2020. The property owner requested a further extension to the end of December 2020 which was granted. It is noted that the container is still present on the property. The matter has been referred back to the Police Department for follow up action. A letter will be drafted to the property owners providing a finite timeline for its removal prior to formal action being taken.
22	Active Transportation Fund	An application has been submitted to the Active Transportation Fund as directed by Town Council. No response has been received to date.
23	Town Council By-Election	With the resignation of former Councillor Bernard, the town will be required to move forward with a Byelection. The MGA provides Town Council with a period of six months from the resignation date to hold the byelection.
24	Broadway Street/Commercial Street Transportation Issues	I have reached out to a transportation engineer with the Province of PEI to provide advice/insight into potential solutions for the safety issues around the Broadway Street and Commercial Street Intersection.
25	Microsoft 365 Implementation	The order has been placed with Combat Computers. The transfer has been scheduled for February 9, 2021. Councillors can expect to leave their laptops at the Town Hall after the February Council meeting. The process should be complete by February 11th.
26	Turbine Service and Monitoring Agreement	The agreement has been signed and will take affect in early February.
27	Annexation of PID No. 76174 (Frosty Treat)	The application to annex this property inside the Town has been made.

Kensington Fire Department Occurrence Report 2019

[illegible]

DECEMBER 2020

The Kensington Fire Department responded to 6 calls in December and the average attendance for the fire calls was 16. Following is the breakdown of calls:

Date	Call Details	Location	# Firefighters	# Trucks
Dec. 1	Residential fire alarm	Darnley	13	3 - false alarm
Dec. 3	MFR	Barbara Weit Rd.	8	1
Dec. 3	Residential fire alarm	Darnley		called off
Dec. 5	Sight of smoke	Pleasant St.	21	4
Dec. 5	Appliance fire	Margate	21	4
Dec. 14	Big light in the sky	Spring Valley	18	3

Training was cancelled due to the Covid circuit-breaker measures.

On December 19, the new rescue truck arrived. Firefighters very pleased with it.

Rodney Hickey
Chief

Police Department Occurrence Report Summary 2020														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
911 Act			2	3	1	3	2	3	1		3		18	2.60%
Abandon Vehicle									1	1			2	0.29%
Abduction													0	0.00%
Alarms	1	1	2	5	3	3	2	1	3		4	3	28	4.05%
Animal Calls				1			1	1					3	0.43%
Arson													0	0.00%
Assault PO													0	0.00%
Assault with Weapon													0	0.00%
Assaults (Level 1)	3				3	1	2	1	1			1	12	1.74%
Assistance Calls	10	8	7	8	24	29	29	20	14	7	13	2	171	24.75%
Breach of Peace	1						1						2	0.29%
Breach of Recognizance													0	0.00%
Break and Enter (business)												1	1	0.14%
Break and Enter (other)													0	0.00%
Break and Enter (residence)	1							1					2	0.29%
Carry concealed weapon													0	0.00%
Child Pornography													0	0.00%
Child Welfare						1							1	0.14%
Coroner's Act						2	1		1				4	0.58%
Crime Prevention													0	0.00%
Criminal Harassment						1		2					3	0.43%
Dangerous Driving		1							3			1	5	0.72%
Disturbing the Peace	2			1	1	2	3	1					10	1.45%
Dog Act		3	2	1			1	1	1	2			11	1.59%
Driving while disqualified	1				1	1		1	1	1	1	1	8	1.16%
Drug Charges		1									1		2	0.29%
Excise Act													0	0.00%
Fail to Comply Probation	1		1										2	0.29%
Fail to comply undertaking	1	1							2			1	5	0.72%
Fail to remain at scene of accident		1						1					2	0.29%
Family Relations Act					2		3		1	1	4		11	1.59%
Fingerprints taken													0	0.00%
Fire Prevention Act	1			1	2	2		2					8	1.16%

Police Department Occurrence Report Summary 2020														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Firearm Act												1	1	0.14%
Forcible confinement													0	0.00%
Fraud				2		2	2					2	8	1.16%
Harrassing Phone Calls		1	1				1	1				1	5	0.72%
Impaired Driver	1		1		3	1	4	2	4		1	1	18	2.60%
Information Files	1	2	2			2			1				8	1.16%
Injury Accidents													0	0.00%
Liquor Offences		2	1	1								1	5	0.72%
Litter Act													0	0.00%
Lost and Found	1				2	2	4	1	2	3	3		18	2.60%
Luring Minors						1							1	0.14%
Mental Health Act	2	1			1	2	1	1			1		9	1.30%
Mischief	2		1	1	2	2	1		2	1	1	1	14	2.03%
Motor Vehicle Accidents	3	1	2			6	1	1	1		2		17	2.46%
Motor Vehicle Act	3	4	1	2	8	7	7	4	7	7	8	5	63	9.12%
Municipal Bylaws		1		1		1	9	2	1	2	1	4	22	3.18%
Off Road Vehicle Act		1		1		1	1		1	1			6	0.87%
Other Criminal Code											1		1	0.14%
Person Reported Missing													0	0.00%
Possession of restricted weapon													0	0.00%
Property Check	1			1							1		3	0.43%
Resist Arrest													0	0.00%
Roadside Suspensions													0	0.00%
Robbery													0	0.00%
Sexual Assaults / Interference	1							1					2	0.29%
STEP (Integrated Traffic Enforcement)												4	4	0.58%
Sudden Death													0	0.00%
Suspicious Persons / Vehicle	2	1	3	1		1		4	2	5	1		20	2.89%
Theft Of Motor Vehicle													0	0.00%
Theft Over \$5000											1		1	0.14%
Theft Under \$5000		3	1	2	2	2	5	2		1	2		20	2.89%
Traffic Offences													0	0.00%
Trespass Act							2	1	2	1			6	0.87%

Police Department Occurrence Report Summary 2020														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Trespass at Night													0	0.00%
Uttering Threats					1								1	0.14%
KPS assisting other agencies									7	4			11	1.59%
SOTS Issued	11	19	1	1	8	7	9	20	11	11	11	7	116	17%
Total Incidents	50	52	28	33	64	82	92	75	70	48	60	37	691	100%
HTA Warnings			7		5		4	2	3			4	25	
Fine Revenue	\$1,440.00	\$2,952.00	200.00	\$1,000	\$1,298.00	\$897.50	\$769.00	\$4,094.50	\$1,380.00	\$3,113.50	\$1,411.50	\$869.00	19,425.00	
Foot Patrols in hours	3	4	4	4	3	4	5	4	4	10	4	3	52	
Community policing school	9	32	3						16	12	8	6		
Record Checks A (BC)	12,992	11,890	9,485		1,729	8,299	10,554	8,853	10,706	10,404	10,082	8,810	103,804	
Record Checks B (NB)	295	360	261										916	
Record Checks C (KPS)	7	11	4		1	19	12	5	12	8	12	10	101	
Other agencies assisting KPS												2	2	

Police Report December 2020

There are 3 alarm calls to report for this month.

Dec 21 @ 1113hrs – Frosty Treat, member attended.

Dec 23 @ 2200hrs – KISH, member attended.

Dec 30 @ 1822hrs – Ktown Metal, member attended.

December assistance to other agencies

Dec 31 – RCMP with armed person.

No COVID 19 related incidents to report this month.

Year To Date Approved Development Permits Summary Report
2021

Development Permit Category	January	February	March	April	May	June	July	August	September	October	November	December		Total	
New Residential Accessory Structure	1													1	
Total:	1													1	

Total Estimated Construction Value
\$7,800.00
\$7,800.00

DEVELOPMENT PERMITS REPORT
For the period January 01, 2021 to January 22, 2021

Permit Number	Date Permit Issued	PID	Applicant's Name & Address	Telephone Number	Permit Status	Work Type	Type of Construction		Value	Estimated Start	Estimated Finish
			Property Address								
Residential Accessory Structure											
01-21	01/07/2021	817361	Jamie Patterson - 35 Barrett Street	<div></div>	Approved	New	Residential Accessory Structure		\$7,800.00	01/07/2021	01/07/2021
			35 Barrett Street				Description:	20'x10' Accessory structure			

Sub Total: \$7,800.00
Total: \$7,800.00

Town of Kensington Bills List December 2020

Aaron Adams	2020 HONORARIUM	\$1,000.00
Alan MacLeod	2020 HONORARIUM	\$1,200.00
Allan Sudsbury	2020 HONORARIUM	\$1,000.00
Andrew Griffin	DEC 2020 RRSP	\$751.92
Barret Campbell	2020 HONORARIUM	\$1,000.00
Barry Donald	2020 HONORARIUM	\$1,000.00
Bell Mobility	2-396051	\$201.25
Betty Millar	BEST TEAM WORK	\$40.00
Bev Semple	DEC 2020 CROSSWALK	\$60.00
Brad Hickey	2020 HONORARIUM	\$1,000.00
Brenda MacIsaac	DEC 2020 RRSP	\$443.34
Building Blocs Home Improvements	2311 EVK POOL - DOOR, RAMP, AND BOX AROUND PIPES	\$2,137.32
Building Blocs Home Improvements	2331 FIRE - BUILT SHELVES	\$504.60
Canadian Tire	DEC 1, 2020 TOWN FLOAT LIGHTS	\$110.35
Capital "T" Electric	825 REPAIR LIGHT IN MEDICAL CENTRE	\$171.81
Capital "T" Electric	826 REPAIR WIRES IN PW SHOP	\$112.63
Chris Newson	MODERN CHRISTMAS	\$40.00
Clark Waite	2020 HONORARIUM	\$1,000.00
Colby Dickieson	2020 HONORARIUM	\$1,000.00
Controls & Equipment	55337 TOWN HALL AIR CONDITIONER MAINTENANCE	\$543.95
Canadian Union of Public Employees	DEC 2020	\$774.15
Darcy Cousins	2020 HONORARIUM	\$1,000.00
David Elliott	2020 HONORARIUM	\$1,000.00
David Gallant	2020 HONORARIUM	\$1,000.00
DC Tire Sales & Service	109979 BOB CAT TIRE	\$285.19
Donnie MacKenzie	2020 HONORARIUM	\$1,000.00
Doug Killam	DEC 8, 2020 MEALS - TRAINING EXP	\$45.31
Dylan Garnhum	2020 HONORARIUM	\$1,000.00
Eastlink	14352790	\$23.00
Eastlink	DEC 2020	\$812.94
Eastlink	14430747	\$145.94
Eastlink	14352539	\$100.70

Eastlink	14487656	\$110.34
Family & Friends	BEST BUSINESS	\$40.00
Frontline Outfitters	50481 POLICE UNIFORM	\$637.46
Frontline Outfitters	50482 POLICE UNIFORM	\$434.18
G. LeBlanc Fire Truck Repair Ltd	13037 UNIT #1 ANNUAL SERVICE	\$1,394.83
G. LeBlanc Fire Truck Repair Ltd	13036 UNIT #5 ANNUAL SERVICE	\$732.21
Gary Gallant	BEST TRADITIONAL	\$40.00
Geo Net Technologies Inc	2537 ANNUAL SOFTWARE LICENSING & HOSTING	\$5,750.00
Geoff Baker	DEC 2020 MILEAGE	\$315.37
Glen Steele	2020 HONORARIUM	\$1,000.00
HMS Office Supplies Ltd	792851 POLICE OFFICE SUPPLIES	\$90.85
Holland College	542087 POLICE GUN HOLSTER FOR TESSA	\$218.49
Ideal Auto Parts Ltd	129486 PW BAG OF RAGS	\$33.34
Ideal Auto Parts Ltd	129642 STROB LIGHT FOR 97 TRACKLESS	\$201.23
Irving Oil	33714276	\$215.99
Irving Oil	33735637	\$256.60
Irving Oil	822816	\$163.88
Irving Oil	821606	\$245.43
Irving Oil	628360	\$266.49
Irving Oil	33742299 FIRE TRUCK #1, #3 & #4 REPAIR & OIL CHANGE	\$2,381.82
Irving Oil	118869	\$109.03
Irving Oil	539978	\$217.00
Irving Oil	345209	\$331.84
Irving Oil	535756	\$133.65
Irving Oil	841170	\$105.57
Irving Oil	33749301	\$227.23
Irving Oil	226836	\$84.67
Irving Oil	247610	\$503.18
Irving Oil	227630	\$205.58
Irving Oil	33755672	\$173.36
Irving Oil	919902	\$82.33
Irving Oil	518509	\$90.76
Irving Oil	323723	\$199.75
Irving Oil	731987	\$128.74

Irving Oil	939761	\$347.11
Irving Oil	939393	\$133.68
Irving Oil	745942	\$241.35
Island First Aid Service	SI-13052	\$46.00
Island First Aid Service	SI-13087 40 BOXES OF DISPOSABLE MASKS	\$1,412.20
Island Petroleum	9599	\$264.86
Island Petroleum	9600	\$34.53
Island Petroleum	9601	\$135.38
Island Petroleum	9602	\$247.15
Island Petroleum	9603	\$160.15
Island Petroleum	9604	\$171.63
Island Petroleum	9605	\$249.86
Island Petroleum	9606	\$366.28
IWK Foundation	DEC 2020 DONATION	\$400.00
Jack Spencer	DEC 2020 CROSSWALK	\$40.00
Jamie Perry	DEC 2020 CROSSWALK	\$180.00
Jason Mann	2020 HONORARIUM	\$1,000.00
Jason Paynter	2020 HONORARIUM	\$1,000.00
Jimmy Rix	2020 HONORARIUM	\$1,000.00
Jimmy Woodside	2020 PARADE	\$100.00
Josh Gill	2020 HONORARIUM	\$1,000.00
Kensington Agricultural Services	58554	\$31.95
Kensington Food Basket	DEC 23, 2020 TURKEYS	\$603.74
Kensington Metal Products Inc.	54089 SHELF FOR FIRE RESCUE TRUCK	\$46.87
Kensington Metal Products Inc.	53829 BOB CAT REPAIR PTO	\$98.79
Kensington Metal Products Inc.	53973 CUTTING EDGE BOB CAT	\$320.90
Kensington Metal Products Inc.	54090 97 TRACKLESS REPAIR	\$34.29
Kensington Vipers	DONATION DEC2020	\$750.00
Kent Building Supplies	1324554	\$12.64
Kent Building Supplies	1325718	\$31.14
Kent Building Supplies	1326423	\$8.04
Kent Building Supplies	1327720	\$57.02
Kent Building Supplies	1323996	\$104.66
Kevin Gillian	2020 HONORARIUM	\$1,000.00

Kevin Mann	2020 HONORARIUM	\$1,000.00
Kevin Simmons	2020 HONORARIUM	\$1,000.00
Kevin Stewart	2020 HONORARIUM	\$1,000.00
K'Town Auto Parts	33123/5 FIRE CLEANING SUPPLIES	\$116.31
K'Town Auto Parts	33643/5 PW	\$3.09
K'Town Auto Parts	33568 FIRE	\$18.02
K'Town Auto Parts	33646/5 PW	\$5.12
K'Town Auto Parts	33611/5 PW	\$42.21
Langille Sharpening Service Inc	655472 ZAMBONI BLADE SHARPENING	\$177.10
Leslie Thomas	DEC 8, 2020 MEALS - TRAINING EXP	\$16.09
Lewis Sutherland	DEC 2020 RRSP	\$983.28
Lewis Sutherland	DEC 2020 MILEAGE	\$212.91
MacInnis Express (1983) Ltd	213447 DELIVERY CHARGE FOR ZAMBONI BLADES	\$169.14
Maritime Broadcasting	772-7077 CHRISTMAS RADIO AD	\$133.69
Maritime Broadcasting	774-7373 CHRISTMAS RADIO AD	\$133.69
Maritime Broadcasting	773-16920 CHRISTMAS RADIO AD	\$133.69
Maritime Electric	RADAR LTS DEC20	\$105.13
Maritime Electric	CAR CHARGER DEC20	\$47.97
Maritime Electric	ST LIGHTS DEC20	\$2,821.32
Maritime Electric	FIREHALL DEC20	\$485.27
Maritime Electric	EVK POOL DEC20	\$71.74
Maritime Electric	FREIGHT SD DEC20	\$371.06
Maritime Electric	CN STN DEC 20	\$988.60
Maritime Electric	LIBRARY DEC20	\$201.60
Maritime Electric	TOWN HALL DEC20	\$1,375.83
Maritime Electric	SR CENTRE DEC20	\$304.61
Maritime Electric	25 GARD SIGN DEC 20	\$109.54
Maritime Electric	RINK DEC20	\$10,063.12
Maritime Electric	CANTBALLFIELD DEC20	\$28.26
Maritime Electric	PUBWORKS DEC20	\$171.72
Mark Wall	2020 HONORARIUM	\$1,000.00
Mary's Bake Shoppe	03 DEC 18, 20 GIFT FOR RCMP DISPATCH	\$40.00
Malpeque Bay Credit Union	DEC 2020 RRSP	\$1,401.00
Medacom Atlantic Inc	12255	\$251.16

Mid Isle Electric	9845 REPLACE FURNACE CONTROL	\$906.20
Mid Isle Electric	9429 CUC HOOK UP EXHAUST FAN	\$146.97
Minister of Finance	321490 FIRE RESCUE TRUCK REGISTRATION	\$15.00
Minister of Finance	321974 2021 SUBSCRIPTION ROYAL GAZETTE	\$86.25
Mitchell Champion	BEST MOBILE HOME	\$40.00
MJS Marketing & Promotions	2712041 CUC AD	\$51.75
MJS Marketing & Promotions	2712028 SEASON GREETINGS AD	\$500.25
Morgan Bell	2020 HONORARIUM	\$1,000.00
Orkin Canada	C-2362078	\$44.28
Orkin Canada	C-2362242	\$28.75
Orkin Canada	C-2361982	\$96.03
PEI Association of Exhibitions	153 ANNUAL DUES	\$400.00
Pitney Bowes	0008542213 POSTAGE INK	\$310.47
Pitney Works	DEC 2020 POSTAGE	\$2,300.00
Princess Auto	1279170 SALTER FOR BOARDWALK	\$321.99
Princess Auto	1285758 FIRE RESCUE TRUCK EQUIPMENT	\$326.92
Reg MacLeod	2020 HONORARIUM	\$1,000.00
Robert Wood	DEC 2020 MILEAGE	\$150.40
Rodney Hickey	2020 HONORARIUM	\$1,500.00
Saunders Equipment Ltd	82755 ZAMBONI IMPELLER	\$176.97
Scotia Securities	DEC 2020 RRSP DOUG	\$611.52
Scotiabank Visa	ROWAN VISA ANNUALFEE	\$75.00
Scotiabank Visa	CHRISTMAS DECORATING - MEAL FOR JUDGES	\$185.24
Scotiabank Visa	KIDS HELP PHONE DEC	\$50.00
Scotiabank Visa	TIRE TAX FIRE RESCUE TRUCK	\$77.62
Scotiabank Visa	PETRO CAN GIFT CARDS	\$440.00
Scotiabank Visa	ANNE OF GREEN GABLES - GIFT BAG	\$62.70
Scotiabank Visa	ZOOM DEC 8, 20	\$23.00
Shawn Taylor	2020 HONORARIUM	\$1,000.00
Sherry's Heating Service	2794 ANNUAL FURNACE MAINTENANCE	\$1,515.13
Sherry's Heating Service	2813 TOWN HALL SERVICE CALL FOR FUMES	\$149.50
Shooter Made Equipment	12162020 CUSTOM HOLSTER FOR CHIEF	\$334.00
Spring Valley Building Centre Ltd	219629	\$136.62
Spring Valley Building Centre Ltd	219952	\$34.16

Spring Valley Building Centre Ltd	220146	\$102.47
Spring Valley Building Centre Ltd	220242	\$34.16
Stuart Brookins	BEST TEAM WORK	\$40.00
Subway	173196 - CUC GIFT CARD	\$20.00
Suncor Energy Products Partnership	DEC 2020	\$952.80
Superior Sanitation	732465	\$230.00
Superior Sanitation	732466	\$207.00
Superior Sanitation	732464	\$184.00
Superior Sanitation	732463	\$80.50
T & K Fire Safety Equipment Ltd	259767 COVID RELATED SAFETY GEAR	\$12,286.26
Tanner MacAusland	2020 HONORARIUM	\$1,000.00
Tanya Beairsto	20 26DEC20 POLCE VEHICLE CLEANED	\$175.00
Tara LeBlanc	11 FLOWER BED MAINTENANCE	\$1,075.00
Telus	DEC 2020	\$927.82
TnT... Marketing Inc	3122 SUPERVISOR SAFETY TRAINING DOUG & WENDY	\$572.70
Trevor Moase	2020 PARADE	\$100.00
Vail's Fabric Services Ltd	3062096	\$215.46
Vail's Fabric Services Ltd	365770	\$215.46
Vistaprint	DEC 8, 2020	\$33.35
Wade Graham	2020 HONORARIUM	\$1,000.00
Water & Pollution Control Corporation	DEC 2020	\$793.83
Wayne Sherry	2020 HONORARIUM	\$1,000.00
Wet n' Wild Car Wash	DEC 2020	\$100.00
Subtotal		<u>\$109,680.62</u>
Payroll		\$150,121.53
Capital		
Metalfab	20555 FIRE RESCUE TRUCK - BALANCE OWED	\$291,249.33
Curran & Briggs Ltd	00046447 INSTALL SEWER SERVICE ON VICTORIA ST (RT 2)	\$8,542.40
Curran & Briggs Ltd	00046453 INSTALL SEWER SERVICE ON 6 &10 SCHOOL ST	\$17,242.17
T & K Fire Safety Equipment Ltd	259831 CHARGER FOR BREATHING APPARATUS	\$1,174.93
WSP Canada Inc	0970157 BUSINESS PARK DESIGN	\$7,433.44

WSP Canada Inc	0968233 ICIP LAGOON INSPECTION & ADMINISTRATION	\$5,917.93
WSP Canada Inc	0969588 ICIP WELLFIELD ADMINISTRATION	\$1,081.00
Subtotal Capital		\$332,641.20
Total Bills		\$592,443.35

Water and Pollution Control Corporation Bills List December 2020

Aliant	8062726	\$138.46
Campbell's Concrete Ltd	264486 WATER METER	\$285.87
Campbell's Concrete Ltd	264514 WATER SHUT OFF REPAIR	\$645.01
Capital "T" Electric	819 REPAIR LAGOON BLOWERS	\$898.15
Curran & Briggs Ltd	46437 REPAIR WATER VALVE VICTORIA ST	\$2,134.39
Curran & Briggs Ltd	00046417 REPAIR VALVE BOX VICTORIA ST	\$891.63
Kensington Country Store	02810122479 WATER CLORINATION	\$227.49
Kensington Septic Service	SI-4584 DIG UP WATER BOX VALVE	\$690.00
Kensington Metal Products Inc.	53996 SHUT OFF VALVE COVER	\$65.95
Maritime Electric	WELL 3 DEC20	\$652.91
Maritime Electric	INDPRK WTOWER DEC20	\$146.73
Maritime Electric	PUMP WEST 1 DEC20	\$495.83
Maritime Electric	28 SEWAGETREAT DEC20	\$913.92
Maritime Electric	ADD LIFT STN DEC20	\$245.89
Maritime Electric	PUMP EAST 2 DEC20	\$245.28
Maritime Electric	SEWAGE PUMP DEC20	\$143.68
Maritime Electric	PUMPCONTBLDG DEC20	\$219.67
Minister of Finance	201202064 WATER ANALYSIS	\$368.00
Minister of Finance	321856 RALPH OPERATOR FEE RENEWAL	\$20.00
MPWWA	8827 RALPH & DOUG ANNUAL MEMBERSHIP	\$136.92
Rogers Plumbing & Heating	13979 CAMERA SEWER ON SCHOOL ST	\$224.25
Rogers Plumbing & Heating	13990 SEWER INSPECTION ON MACLEAN	\$224.25
Scotiabank Visa	RESTOCKING FEE FOR HYDRANT PUMP	\$156.57
Total W&S Bills		\$10,170.85

TOWN OF KENSINGTON

Income Statement Comparison of Actual to Budget for December 2020

	Current Month			Year to Date				
GENERAL REVENUE	Actual	Budget	Variance	Actual	YTD Budget	Variance	Annual Budget	% Full Year
General Revenues	\$125,474.17	\$107,422.00	\$18,052.17	\$930,811.85	\$850,346.00	\$80,465.85	\$1,118,772.00	83%
Police Service	\$918.90	\$3,000.00	-\$2,081.10	\$44,904.52	\$30,000.00	\$14,904.52	\$42,700.00	105%
Town Hall Rent	\$7,880.27	\$7,750.00	\$130.27	\$76,010.74	\$72,850.00	\$3,160.74	\$96,100.00	79%
Recreation	\$0.00	\$0.00	\$0.00	\$6,660.00	\$4,500.00	\$2,160.00	\$4,500.00	148%
Sales of Service	\$25,648.62	\$35,000.00	-\$9,351.38	\$189,716.77	\$346,200.00	-\$156,483.23	\$457,200.00	41%
Subtotal Revenue	\$159,921.96	\$153,172.00	\$6,749.96	\$1,248,103.88	\$1,303,896.00	-\$55,792.12	\$1,719,272.00	73%
GENERAL EXPENSES								
Town Hall	\$13,055.39	\$14,285.00	-\$1,229.61	\$118,088.22	\$120,730.00	-\$2,641.78	\$158,660.00	74%
General Town	\$44,698.74	\$43,912.00	\$786.74	\$404,666.58	\$428,925.00	-\$24,258.42	\$544,852.00	74%
Police Department	\$57,692.64	\$62,412.00	-\$4,719.36	\$407,151.63	\$404,836.00	\$2,315.63	\$539,259.00	76%
Public Works	\$13,334.43	\$19,430.00	-\$6,095.57	\$114,291.50	\$118,244.00	-\$3,952.50	\$152,275.00	75%
Train Station	\$2,826.41	\$3,310.00	-\$483.59	\$30,910.03	\$29,875.00	\$1,035.03	\$39,560.00	78%
Recreation & Park	\$5,512.76	\$1,545.00	\$3,967.76	\$46,338.98	\$65,650.00	-\$19,311.02	\$74,785.00	62%
Sales of Service	\$12,886.18	\$19,330.00	-\$6,443.82	\$70,145.69	\$119,900.00	-\$49,754.31	\$156,740.00	45%
Business Park	\$3,501.25	\$4,418.00	-\$916.75	\$33,282.11	\$39,762.00	-\$6,479.89	\$53,016.00	63%
Subtotal Expenses	\$153,507.80	\$168,642.00	-\$15,134.20	\$1,224,874.74	\$1,327,922.00	-\$103,047.26	\$1,719,147.00	69%
Net Income (Deficit)	\$6,414.16	-\$15,470.00	\$21,884.16	\$23,229.14	-\$24,026.00	\$47,255.14		
Credit Union Centre								
Credit Union Centre Revenue	\$19,883.67	\$35,600.00	-\$15,716.33	\$214,848.98	\$268,300.00	-\$53,451.02	\$386,200.00	56%
Credit Union Centre Expenses	\$44,444.64	\$37,331.00	\$7,113.64	\$256,609.61	\$274,447.00	-\$17,837.39	\$382,796.00	67%
Net Income (Deficit)	-\$24,560.97	-\$1,731.00	-\$22,829.97	-\$41,760.63	-\$6,147.00	-\$35,613.63		
Fire Department								
Fire Revenues	\$23,557.00	\$23,557.00	\$0.00	\$212,513.00	\$212,013.00	\$500.00	\$282,684.00	75%
Fire Department Expenses	\$66,288.88	\$21,265.00	\$45,023.88	\$246,246.93	\$215,035.00	\$31,211.93	\$282,680.00	87%
Net Income (Deficit)	-\$42,731.88	\$2,292.00	-\$45,023.88	-\$33,733.93	-\$3,022.00	-\$30,711.93		
Consolidated Net Income (Deficit)	-\$60,878.69	-\$14,909.00	-\$45,969.69	-\$52,265.42	-\$33,195.00	-\$19,070.42		
							\$3,533.00	
Water and Pollution Control Corporation								
Water & Sewer Revenue	\$52,634.83	\$51,497.00	\$1,137.83	\$462,044.83	\$463,473.00	-\$1,428.17	\$622,059.00	74%
Water & Sewer Expenses	\$57,134.32	\$56,455.00	\$679.32	\$543,643.86	\$518,795.00	\$24,848.86	\$688,160.00	79%
Water & Sewer Net Income (Deficit)	-\$4,499.49	-\$4,958.00	\$458.51	-\$81,599.03	-\$55,322.00	-\$26,277.03		
							-\$66,101.00	

TOWN OF KENSINGTON – MEMORANDUM

TO: MAYOR AND TOWN COUNCIL, CAO
FROM: ROBERT WOOD, CUC MANAGER
SUBJECT: DECEMBER 2020 CREDIT UNION CENTRE REPORT
DATE: DECEMBER
ATTACHMENT: STATISTICAL REPORT

December 2020

Fitplex

Hours of operation are 5:00 am – 9:00 pm daily.

Fitplex was shut down for 11 Days in December.

Arena

COVID-19 restrictions paused arena operations for 11 days in December.

The arena was disinfected, minor repairs and ice maintenance performed during the shutdown.

Kensington Cash

Dec 3	200.00
Dec 10	202.00
Dec 17	202.00
Dec 24	200.00
Dec 31	204.00
Total	1008.00

Ball Fields

Nothing to report.

Senior Center

Sewing Classes are being held on Tuesdays, Wednesdays and Saturdays

Central Community PEI Navigator

Minutes to follow

Christmas Parade December 6, 2020

The annual Christmas parade had over 20 entries and lasted approx. 1.5 hours and had a large volume of traffic through the one-way route. Over 500 treat bags were given out by the Lions club and a large amount of food donations were collected.

I'd like to thank everyone for there assistance in making the Christmas Parade a success this year, especially in light of the pandemic restrictions.

Upcoming Events

Nothing to report

Town of Kensington
Credit Union Centre Monthly Statistical Data
2020

Category	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Fitplex													
Total Members	270	265	245	245	245	200	204	200	215	220	225	220	2754
Attendance	1490	1550	700	0	0	872	866	836	934	953	973	731	9905
Day Passes Sold	28	22	10	0	0	6	10	12	20	21	18	12	159
Memberships Sold	42	33	12	0	0	32	36	30	35	35	40	25	320
Monthly Payment Memberships	54	52	51	0	0	40	37	38	40	48	52	52	464
Arena													
Hours Rented	158	169	62	0	0	0	0	0	47	150	166	99	851
Preschool (Free)	3	4	2	0	0	0	0	0	0	0	4	3	16
Adult Skate	3	4	2	0	0	0	0	0	0	0	4	3	16
Donated Ice Time	0	10	0	0	0	0	0	0	0	0	0	0	10
Total Hours Rented	164	187	68	0	0	0	0	0	47	150	174	106	896
Storm Days (no rentals)	4	2	0	0	0	0	0	0	0	0	0	11	17

2019

Category	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Total Members	270	262	258	250	242	230	218	215	226	245	255	260	2931
Attendance	1525	1420	1200	1140	1080	950	875	820	1011	1225	1350	1300	13896
Day Passes Sold	26	18	20	22	20	22	20	15	21	25	24	20	253
Memberships Sold	44	32	25	22	20	21	18	19	22	37	24	30	314
Monthly Payment Memberships	54	53	52	53	51	52	50	49	50	51	52	52	619
Arena													
Hours Rented	149	144	135	110	0	0	0	0	58	158	175	140	1069
Preschool (Free)	4	4	3	0	0	0	0	0	0	0	4	4	19
Adult Skate	4	4	3	0	0	0	0	0	0	0	4	4	19
Donated Ice Time	0	10	0	7	0	0	0	0	0	0	0	0	17
Total Hours Rented	157	162	141	117	0	0	0	0	58	158	183	148	1124
Storm Days (no rentals)	2.5	2	1	1	0	0	0	0	11	0	0	0	17.5

TOWN OF KENSINGTON - MEMORANDUM

TO: MAYOR AND TOWN COUNCILLORS
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: SUBDIVISION OF LANDS – ESTATE OF OLIVE CHAMPION
(PID 80119, 79913, AND 79921)
DATE: 2021-01-22
CC:

ATTACHMENTS: PLAN OF SUBDIVISION, PLAN NO. 20253-S01

Discussion

The attached subdivision plan # 20253-S01, dated January 21, 2021, drawn by Locus Surveys Ltd. was submitted to the Town along with a request to subdivide the property such that each all structures, driveways, etc. located on the properties (Lot's 21-1, 21-2, and 21-3) are contained within each property. The Plan of Subdivision is being circulated with this memorandum.

Development Control Bylaw Considerations

The current zoning (land use) of the property is as follows:

PID NO. 80119 – Multi-unit residential (R3)

PID NO. 79913 – R1 – Single unit residential (R1)

PID NO. 79921 – R1 – Single Unit Residential (R1)

Lot subdivisions and consolidations are dealt with under section 20 of the Town's Development Control Bylaw. While section 20 deals primarily with larger scale subdivisions, i.e. multi-lot development, section 20.9 allows Council to approve applications for single lot subdivisions and consolidations at its discretion, having regard

for only those provisions of the Bylaw which it deems applicable to each individual application, provided the application conforms with all other sections of the Bylaw.

Staff have reviewed the preliminary subdivision plan and find it in general compliance with the Development Control Bylaw.

Recommendation

It is recommended by the CAO that Committee Council recommend to Town Council that Subdivision Plan No. 20253-S01 be approved as presented.

TOWN OF KENSINGTON - MEMORANDUM

TO: MAYOR AND TOWN COUNCILLORS
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: WATER AND SEWER UTILITY BYLAW
DATE: 2021-01-22
CC:

ATTACHMENTS: DRAFT WATER AND SEWER UTILITY BYLAW

Discussion

Staff have drafted the attached proposed Water and Sewer Utility Bylaw. The purpose of the Bylaw is to create a public utility as a department of the Town as opposed to its current Corporate model. The draft Bylaw has been developed using the template provided by the Province of Prince Edward Island.

Recommendation

It is recommended by the CAO that Committee Council review the draft Bylaw and recommend its approval to Town Council.



Town of Kensington
A Bylaw to Establish a Water and Sewer Utility
Bylaw # 2021 – 01

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

1. Title

1.1. This bylaw shall be known and cited as the “Kensington Water and Sewer Utility Bylaw.”

2. Authority

2.1. Section 180(b) of the *Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1* authorizes a Council to establish, by bylaw, a public utility for the purpose of delivering water and sewerage services.

2.2. Pursuant to subsection 183(1) of the *Act*, Kensington’s public utility for the purpose of delivering water and sewerage services, will be established as a department of the Municipality.

3. Application

3.1. This bylaw applies to all Councillors, employees and customers of the public utility.

3.2. Pursuant to Section 185 of the *Act*, where sewer or water mains run along the land of any person, that person is deemed to receive those services despite the fact that the sewer or water mains are not physically connected by lateral lines to any residence, building or other structure located on the land of the person.

Or

Pursuant to Section 185 of the *Act*, where sewer or water mains run along the land of any person, that person is not deemed to receive service until such time as any structure located on said land is physically connected by lateral lines to the sewer or water mains. Customers will only be charged for the services in which they are physically connected.

Or

Pursuant to Section 185 of the *Act*, where sewer or water mains run along the land of any person, that person is deemed to receive those services despite the fact that the sewer or water mains are not physically connected by later lines to any residence, building or other structure located on the

land of the person. In such a case, the maximum charge will be the base and customer charge associated with the service, and will not include a usage charge.

4. Definitions

- 4.1. “Act” means the *Municipal Government Act*.
- 4.2. “Chief Administrative Officer” or “CAO” means the administrative head of the Town of Kensington as appointed by Council under section 86(2)(c) of the *Act*.
- 4.3. “Commission” means the Island Regulatory and Appeals Commission established under *the Island Regulatory and Appeals Commission Act R.S.P.E.I. 1988, Cap I-11*.
- 4.4. “Council” means the Mayor and members of the Kensington Town Council.
- 4.5. “Customer” means a property, person, firm or corporation who requests, or is supplied with water and sewer service at a specific location or locations.
- 4.6. “Municipality” means the Town of Kensington.
- 4.7. “Public Utility” means a public utility as defined in the *Water and Sewerage Act R.S.P.E.I. 1988, Cap. W-2*.
- 4.8. “Utility” means the municipal utility department established herein.

5. Municipal Department Established

- 5.1. There is hereby established the Town of Kensington Water and Sewer Utility Department.
- 5.2. The Water and Sewer Utility Department shall conduct its affairs in accordance with generally accepted public utility practices.

6. Water and Sewer Utility Administration

- 6.1. Pursuant to subsection 93(1)(d) of the *Act*, the CAO shall manage and supervise the employees that are responsible for the day-to-day operation of the public utility.

7. Functions of the Water and Sewer Utility Department

- 7.1. Pursuant to subsection 183(2) of the *Act*, and in accordance with the *Water and Sewerage Act* and its regulations, the water and sewer utility shall be responsible for constructing, altering, extending, managing and controlling a system for providing water and sewer utility services to the residents of the municipality.
- 7.2. Acquiring, alienating, holding and disposing of real or personal property with Council approval.

7.3. Financing, with the approval of Town Council, any of its undertakings.

7.4. Collecting rates and charges for services provided to any customer, as approved by Town Council.

8. Rates, Charges and Interests

8.1. Pursuant to subsection 184(1) of the *Act*, Council shall levy rates in respect of real property for the services of the water and sewer utility that are sufficient to cover the costs of providing the services of the water and sewer utility following approval of the Commission in accordance with the *Water and Sewerage Act*.

8.2. Pursuant to section 187 of the *Act*, all overdue and unpaid rates bear interest from the due date at the rate prescribed for real property tax pursuant to the Real Property Tax Act R.S.P.E.I. 1988, Cap.R-5.

9. Financial

9.1. Pursuant to subsection 183(4) of the *Act*, the Water and Sewer Utility Department shall maintain separate financial accounts for the public utility.

10. Liens

10.1. Pursuant to subsection 186(1) of the *Act*, rates that are overdue and unpaid, and any interest accrued, constitute a lien on the real property on which they are levied until payment is made in full.

10.2. Pursuant to subsection 186(2) of the *Act*, the lien referred to in section 10.1 of this Bylaw, has priority over every claim, privilege or encumbrance against the property of every person, except the Crown, and may be enforced on application to the Supreme Court for an order for the sale of the property.

11. Complaints

11.1. In accordance with subsection 184(4) of the *Act*, a complaint in respect of the terms and standards of service, rates, charges or schedules or any combination of them, of the public utility, is subject to appeal to the Commission under the *Water and Sewerage Act* in accordance with that *Act*.

12. Penalties

12.1. Fines and penalties, as considered necessary by Town Council can be established in accordance with subsection 162(1)(a)(ii) of the *Act*.

12.2. Any fines and/or penalties developed by Town Council shall be outlined in a Schedule 'A', as considered necessary by Town Council.

13. Repeal

- 13.1 All previous Bylaws of the Town of Kensington pertaining to the establishment of the Kensington Water and Pollution Control Corporation and/or the operation of a water and sewer utility are hereby repealed.

14. Effective Date

- 14.1 The Town of Kensington Water and Sewer Utility Bylaw, Bylaw #2021-01, is declared to be passed by Town Council on this, the _____ day of _____, 2021.

First Reading:

This Town of Kensington Water and Sewer Utility Bylaw, Bylaw# 2021-01, was read a first time at the Council meeting held on the _____ day of _____, 2021.

This Town of Kensington Water and Sewer Utility Bylaw, Bylaw# 2021-01, was approved by a majority of Council members present at the Council meeting held on the _____ day of _____, 2021.

Second Reading:

This Town of Kensington Water and Sewer Utility Bylaw, Bylaw# 2021-01, was read a second time at the Council meeting held on the _____ day of _____, 2021.

This Town of Kensington Water and Sewer Utility Bylaw, Bylaw# 2021-01, was approved by a majority of Council members present at the Council meeting held on the _____ day of _____, 2021.

Approval and Adoption by Council:

This Town of Kensington Water and Sewer Utility Bylaw, Bylaw# 2021-01, was adopted by a majority of Council members present at the Council meeting held on the _____ day of _____, 2021.

Signatures:

Mayor

Chief Administrative Officer

Town of Kensington Water and Sewer Utility Bylaw

This Water and Sewer Utility Bylaw adopted by the Council of the Town of Kensington is certified to be a true copy.

Chief Administrative Officer

Date

DRAFT

DRAFT

From: Jennifer <jharkness@peihumanesociety.com>
Sent: January 12, 2021 8:00 AM
To: =?utf-8?Q??=
Subject: Happy Tails 🐾 campaign exceeds goal!



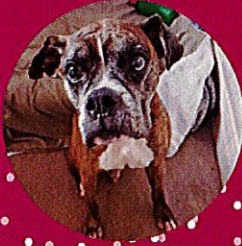
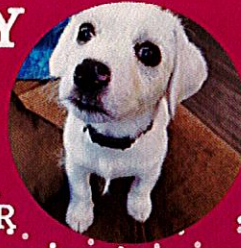
THANK YOU for helping us exceed our fundraising goal!

Total raised for our **Happy Tails Really do Come True** campaign is
\$118,570 that's 148% of our \$80,000 goal!

2020 was a difficult year for many of us. Everyone here at the shelter is overwhelmed by your generosity and kindness. The PEI Humane Society Board of Directors and staff are grateful to you and our community for the security and enhancement of care these gifts will provide to the animals.

PEI HUMANE SOCIETY 2020 STATS

- 773 ADOPTIONS
- 139 ANIMALS RETURNED TO OWNER
- 369 ANIMALS FOSTERED
- 430 ANIMAL PROTECTION
HUMANE/HEALTH & WELLNESS
INVESTIGATIONS
- 2931 VETERINARIAN EXAMS AND
SURGERIES



- The PEI Humane Society is encouraging Islanders to fill out the Province's survey about animal welfare - [Click here for survey](#)
- 2021 Star Pet Calendars now only \$5 - [Click here](#) for our hours of operation
- Interested in joining a PEI Humane Society fundraising committee? Email [Jennifer](#).

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You are receiving this email because you opted in via our website.

Our mailing address is:

PEI Humane Society

309 Sherwood Rd

PO Box 20022 Rd. Sherwood

Correspondence.

January 2021

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

Dear Mayor Caseley,

“Unprecedented. The new normal. Now more than ever.”

A year ago these words and phrases were not part of our everyday vocabulary. The past twelve months have taught us all a great deal in terms of our health, our economy, and our priorities. There are very few people who could say they had an easy year in 2020. We know our friends in the business community had more than their fair share of obstacles and have had to adapt to new business models. Though many were challenged, we also know that the priorities of our community have remained intact. This hospital and its foundation remain a top priority for your community and your charitable giving. Thanks to your support, we are elated to share that the PCH Foundation surpassed the 2020 goal of \$1,518,700.00, allowing us to fulfill the greatest medical equipment needs of the year. On top of that goal, this spring our healthcare team identified medical equipment that would enable them to prepare our hospital and the community for heightened care due to COVID-19. These needs were in excess of \$70,000 and were also supported by community gifts.

Much of the medical equipment from the 2020 Vital Signs appeal is now in the ordering process and some pieces are already at PCH and in use. We are now looking forward to 2021 with the confidence instilled by your support. The donations we received in 2020 are emblematic of the values of our community. We take this to heart as we continue to maintain the Prince County Hospital as a standard in care on PEI.

My term as president ended with the close of 2020. It has been an honour to serve on this volunteer board of directors and to help ensure our hospital is equipped and viable for many years to come. Whatever your gift and however you made it, thank you. Your support of the Prince County Hospital Foundation is essential to the care provided at your hospital and we are truly grateful.

Thank you for your continued support and your trust in our shared mission.

Yours sincerely,



PRINCE COUNTY HOSPITAL FOUNDATION
Liz Maynard, P.Ag.
Past-President

From: Rowan Caseley <mayor@townofkensington.com>
Sent: January 13, 2021 11:24 AM
To: Geoff Baker
Cc: Kim Caseley
Subject: FW: 2021 Census of Population / Recensement de la population de 2021

Hi Geoff (and Kim)

See email below.

Can we please put this in correspondence and also do a resolution as proposed. As I understand the more accurate the census the more it helps us in gas tax funds, etc. Am I correct?

Maybe we can promote participation on social media posts.
Thoughts?

Rowan

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

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

From: Do Not Reply / Ne Pas Répondre (statcan/statcan) [mailto:statcan.DoNotReply-NePasRepondre.statcan@canada.ca]
Sent: January 13, 2021 11:11 AM
To: mayor@townofkensington.com
Subject: 2021 Census of Population / Recensement de la population de 2021

(La version française suit.)

Dear Mayor,

I am pleased to inform you that the next census will take place in May 2021. I am writing today to seek your support to increase awareness of the census among residents of your community.

For over a century, Canadians have relied on census data to tell them about how their country is changing and what matters to them. We all depend on key socioeconomic trends and census analysis to make important decisions that have a direct impact on our families, neighbourhoods and businesses. In response to the COVID-19 pandemic, Statistics Canada has adapted to ensure that the 2021 Census is conducted throughout the country in the best possible way, using a safe and secure approach.

Statistics Canada will be [hiring approximately 32,000 people](#) across the country to assist with census collection. We would like to work with you and your municipality to ensure that your residents are aware and informed of these job opportunities.

Furthermore, your support in encouraging your residents to complete the census will have a direct impact on gathering the data needed to plan, develop and evaluate programs and services such as schools, daycare, family services, housing, emergency services, roads, public transportation and skills training for employment.

If you would like to express your municipality's support for the census, please share the municipal council resolution text below with your residents:

Be it resolved that:

The Council of the Corporation of (NAME OF CITY/TOWN/MUNICIPALITY) supports the 2021 Census, and encourages all residents to complete their census questionnaire online at www.census.gc.ca. Accurate and complete census data support programs and services that benefit our community.

In the coming weeks, a member of our communications team may contact you to discuss ways in which we can work together. Should you have any questions, please contact us at statcan.censusoutreach.atlantic-rayonnementdurec.atlantique.statcan@canada.ca.

Thank you in advance for supporting the 2021 Census.

Yours sincerely,

Geoff Bowlby
Director General, Census Management Office
Statistics Canada / Government of Canada

Bonjour,

J'ai le plaisir de vous informer que le prochain recensement se déroulera en mai 2021. Par la présente, je sollicite votre appui afin de mieux faire connaître le recensement aux résidents de votre collectivité.

Depuis plus d'un siècle, la population canadienne s'appuie sur les données du recensement pour se renseigner sur l'évolution du pays et sur ce qui compte pour elle. Nous nous fions tous aux tendances socioéconomiques clés et à l'analyse des données du recensement pour prendre d'importantes décisions qui ont une incidence directe sur nos familles, nos quartiers et nos entreprises. En réponse à la pandémie de COVID-19, Statistique Canada s'est adapté afin de veiller à ce que le Recensement de la population de 2021 soit mené partout au pays de la meilleure façon possible, au moyen d'une approche sécuritaire.

Statistique Canada [embauchera environ 32 000 personnes](#) partout au pays pour aider à la collecte des données du recensement. Nous aimerions travailler avec vous et votre municipalité afin que les résidents de votre collectivité soient avisés et informés de ces possibilités d'emplois.

De plus, vos efforts pour encourager les résidents de votre municipalité à remplir leur questionnaire du recensement auront une incidence directe sur la collecte des données nécessaires pour planifier, élaborer et évaluer des programmes et des services tels que les écoles, les garderies, les services à la famille, le logement, les services d'urgence, les routes, les transports publics et la formation pour acquérir des compétences nécessaires à l'emploi.

Si vous souhaitez exprimer le soutien de votre municipalité au recensement, veuillez communiquer aux résidents le texte de résolution du conseil municipal suivant :

Qu'il soit résolu que :

Le Conseil de la Corporation de (NOM DE LA VILLE OU DE LA MUNICIPALITÉ) appuie le Recensement de 2021 et encourage tous les résidents à remplir leur questionnaire du recensement en ligne au www.recensement.gc.ca. Des données du recensement exactes et complètes soutiennent des programmes et des services qui profitent à notre collectivité.

Au cours des prochaines semaines, un membre de notre équipe des communications pourrait communiquer avec vous afin de discuter des façons de travailler ensemble. Si vous avez des questions, n'hésitez pas à communiquer avec nous au statcan.censusoutreach.atlantic-rayonnementdurec.atlantique.statcan@canada.ca.

Je vous remercie à l'avance de votre appui au Recensement de 2021.

Je vous prie d'accepter mes sincères salutations.

Geoff Bowlby
Directeur général, Bureau de gestion du recensement
Statistique Canada / Gouvernement du Canada