



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

***Monday, January 22, 2024  
@ 6:30 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  
Committee of Council Meeting  
Monday – January 22, 2024  
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 27, 2023**
- 6. Business Arising from Minutes – November 27, 2023**
- 7. Staff Reports**
  - a. Chief Administrative Officer’s Report
  - b. Fire Department Statistical Report
  - c. Police Department Statistical Report
  - d. Development Permit Summary Report - Nil
  - e. Bills List – Town
  - f. Bills List – Water and Sewer Utility
  - g. Bills List - Capital
  - h. Consolidated Summary Income Statement
  - i. Credit Union Centre Report
- 8. New Business**
  - a. COC Memo - Consolidation of Lands of Atlantic Medical Properties Ltd.
  - b. COC Memo - Credit Union Centre Rental Rates

**9. Councillor Issues/Inquiries**

**10. Correspondence**

**11. In-Camera (Closed Session) – *Nil***

**12. Adjournment**

**Town of Kensington  
Committee of Council Meeting  
Monday, November 27, 2023  
6:30 PM**

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

**Staff Members Present:** Chief Administrative Officer, Geoff Baker; Municipal Clerk, Kim Caseley; Manager of Finance, Dellon Paul

**Regrets:** Councillor Toombs

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**1. Calling of Meeting to Order**

**1.1** Mayor Caseley called the meeting to order at 6:30 pm and welcomed the Committee of Council members and staff to the November Committee of Council meeting. Mayor Caseley acknowledged that the land on which we gather is the traditional and unceded territory of the Mi'kmaq First Nation.

**2. Adoption of Agenda**

**2.1** *Moved by Councillor Gallant, seconded by Councillor Doucette to approve the agenda for the November 27, 2023, 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.

**3.2** *Councillor Mann & Councillor Doucette declared a conflict of interest with Item 8C - Kensington Junior (U7) Vipers Ice Time Donation Request.*

**4. Delegations, Special Speakers, and Public Input**

**4.1** *Nil.*

**5. Adoption of Previous Meeting Minutes**

**5.1** *Moved by Councillor MacRae, seconded by Deputy Mayor Spencer to approve*

*the Committee of Council meeting minutes from October 23, 2023. Unanimously carried.*

**6. Business Arising from Minutes**

- 6.1** Deputy Mayor Spencer inquired about the possible addition of Christmas decorations at the Kensington Post Office. It was confirmed that the request was discussed with MLA Matthew MacKay.

**7. Staff Reports**

**7.1 CAO's Report**

- 7.1.1** *Moved by Deputy Mayor Spencer, seconded by Councillor Doucette to receive and recommend Town Council's approval to adopt the November 2023 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

**7.2 Fire Department Statistical Report**

- 7.2.1** *Moved by Councillor MacRae, seconded by Deputy Mayor Spencer to receive and recommend Town Council's approval to adopt the October 2023 Fire Chief's Report as prepared by Fire Chief Hickey. Unanimously carried.*

**7.3 Police Department Statistical Report**

- 7.3.1** *Moved by Councillor Gallant, seconded by Deputy Mayor Spencer to receive and recommend Town Council's approval to adopt the October 2023 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

**7.4 Development Permit Summary Report**

- 7.4.1** *Moved by Councillor Doucette, seconded by Councillor Gallant to receive the Development Permit Summary Report for the month of November as prepared by Municipal Clerk, Kim Caseley. Unanimously carried.*

**7.5 Financial Report - Bills List**

- 7.5.1** *Moved by Councillor Mann, seconded by Councillor Doucette to receive and recommend Town Council's approval to adopt the General Bills for October 2023 in the amount of \$196,174.25. Unanimously carried.*

**7.5.2** *Moved by Councillor Mann, seconded by Deputy Mayor Spencer to receive, and recommend Town Council's approval to adopt the Water & Sewer Utility Bills for October 2023 in the amount of \$13,276.49. Unanimously carried.*

**7.5.3** *Moved by Councillor Mann, seconded by Councillor Doucette to receive and recommend Town Council's approval to adopt the Capital Expenditures for October 2023 in the amount of \$1,633,898.43. Unanimously carried.*

**7.6 Summary Income Statement**

**7.6.1** *Moved by Councillor Mann, seconded by Deputy Mayor Spencer to receive and recommend Town Council's approval to adopt the Summary Income Statements for October 2023, as prepared by Manager of Finance, Dellon Paul. Unanimously carried.*

**7.7 Credit Union Centre Report**

**7.7.1** *Moved by Councillor MacRae, seconded by Deputy Mayor Spencer to receive and recommend Town Council's approval to adopt the Credit Union Centre Report for October 2023, as prepared by CUC Manager, Robert Wood. Unanimously carried.*

**7.7.2** Councillor Doucette inquired if wage subsidies were granted for recent hires at the Credit Union Centre. Mr. Baker will speak to Mr. Wood about available funding opportunities.

**7.7.3** Councillor MacRae inquired about the possibility of increasing membership at the FitPlex. Mayor Caseley confirmed that the FitPlex is almost to capacity during peak hours but suggested the possibility of an off-hours membership rate.

**8. New Business**

**8.1 Subdivision and Variance Request – Lots 15n and 15s Brookins Drive**

**8.1.1** *Moved by Councillor Mann, seconded by Councillor Doucette*

*WHEREAS a subdivision plan (Plan #23239-S01) and request has been received from the owners of a property located at 13 A and 13B (Lots 15N and 15S, PID No. 1100049) Brookins Drive for Town Council's consideration of subdividing the property;*

*AND WHEREAS a request has been received for Town Council's consideration of a variance for 13B Brookins Drive (Lot 15S) to reduce the frontage requirement from 11.43 metres to 10.51 metres (0.92 metres) to facilitate safe access to the newly formed properties;*

*AND WHEREAS the proposed subdivision plan and variance have been reviewed against the Town's Development Control Bylaw and is found to be in general compliance therewith;*

*BE IT RESOLVED THAT Committee of Council recommend that Town Council approve a subdivision of 13 Brookins Drive (Lot 15, PID No. 1100049), being lands owned by Todd Christopher Murphy and Norma Eleanor Murphy, into Lots 15N and 15S, as per Survey Plan No. 23239-S01, dated November 21, 2023, drawn by Locus Surveys Ltd.;*

*BE IT FURTHER RESOLVED THAT Committee of Council recommend that Town Council approve a variance for the newly created Lot 15S to reduce the frontage requirement from 11.43 metres to 10.51 metres (0.92 metres), as indicated on Survey Plan No. 23239-S01, dated November 21, 2023, drawn by Locus Surveys Ltd.*

*Unanimously carried.*

## **8.2 Official Plan Adoption and Land Use and Development Bylaw First Reading**

### **8.2.1 Official Plan Recommendation**

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

*WHEREAS Section 15.1 of the Planning Act requires that council of a municipality shall review its official plan and bylaws at intervals of not more than five years;*

*AND WHEREAS Council has determined that a major review was required to meet the requirements of the Planning Act and EC 640 / 97 – Planning Act Minimum Requirements for Municipal Official Plans.*

*AND WHEREAS Council has complied with EC 640/97 – Planning Act Minimum Requirements for Municipal Official Plans which requires full public participation in the case of a major review.*

*AND WHEREAS EC 640 / 97 – Planning Act Minimum Requirements for Municipal Official Plans states that major amendments will be treated as new official plans;*

***BE IT RESOLVED THAT the Committee of Council, acting in the role of Planning Board, recommend that the Town of Kensington Official Plan 2023-1 be formally adopted by Town Council at their regularly scheduled Council meeting on December 11, 2023.***

*Unanimously carried.*

**8.2.2 Land Use and Development Bylaw First Reading**

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

***WHEREAS Section 16 of the Planning Act allows municipalities to adopt bylaws to implement their official plan;***

***AND WHEREAS Council has complied with the processes established in section 18 of the Planning Act and with EC 640/97 – Planning Act Minimum Requirements for Municipal Official Plans;***

***BE IT RESOLVED THAT Committee of Council, acting in the role of Planning Board, recommend that Town Council give first reading to the Town of Kensington Land Use and Development Bylaw at their regularly scheduled meeting on December 11, 2023.***

*Unanimously carried.*

**8.2.3 Land Use and Development Bylaw Approval of First Reading**

*Moved by Deputy Mayor Spencer, seconded by Councillor Gallant*

***WHEREAS Section 16 of the Planning Act allows municipalities to adopt bylaws to implement their official plan;***

***AND WHEREAS Council has complied with the processes established in section 18 of the Planning Act and with EC 640/97 – Planning Act Minimum Requirements for Municipal Official Plans;***

***BE IT RESOLVED THAT Committee of Council, acting in the role of Planning Board, recommend that Town Council approve first reading to the Town of Kensington Land Use and Development Bylaw at their regularly scheduled meeting on December 11, 2023.***

*Unanimously carried.*



*Councillor Mann and Councillor Doucette declared a conflict and excused themselves from the Council Chamber at 7:01 pm.*

**8.3 Kensington Junior (U7) Vipers Ice Time Donation Request**

**8.3.1 Moved by Councillor MacRae, seconded by Deputy Mayor Spencer**

***BE IT RESOLVED THAT Committee of Council recommend to Town Council that the ice time rental donation request for the Kensington and Area Minor Hockey Association's 2024 Under 7 Islander Day Jamboree Tournament being held at the Kensington Credit Union Centre on February 19, 2024, be hereby approved.***

***Unanimously carried.***

*Councillor Mann and Councillor Doucette returned to the Council Chamber at 7:03 pm.*

**9. Councillor Issues/Inquiries**

- 9.1** Mayor Caseley noted the Annual Light Up the Town will take place on November 30 at 5:00 pm.
- 9.2** The Kensington and Area Chamber of Commerce Awards Gala will be held on November 30 at 6:30 pm.
- 9.3** The Kensington Lions Club will have their Annual Memory Christmas Tree lighting on December 2, 2023.
- 9.4** Sunday, December 3 at 5:00 pm is the Annual Christmas Parade.
- 9.5** Monday, December 4 is the Town of Kensington Staff and Council Annual Christmas Dinner located at Family & Friends Restaurant.
- 9.6** Mayor Caseley requested Councillors bring forward any capital budget recommendations to Mr. Baker for consideration in the 2024/25 Budget.
- 9.7** Mayor Caseley expressed his appreciation to Stephan Wettring & Laurie Allaway for the donation of the Town Christmas Tree located at the Railyards.
- 9.8** Mayor Caseley read a memo from SustainAgro regarding their current proposed 6-module development in Northern Ontario, which will not permit them to continue with the planned PEI development at this time.

**9.9** Deputy Mayor Spencer inquired about sidewalk repairs on Broadway Street. Mayor Caseley confirmed the repair was scheduled; however, the company experienced an equipment breakdown that delayed the repair. Staff are hopeful the repair will be completed by the Annual Christmas Parade.

**9.10** Councillor Doucette discussed the desire to have a set time for family skates at the Credit Union Centre.

**10. Correspondence**

**10.1** Information on a fundraising event “A Night with Doug MacLean” with contributions supporting the Kensington Wild Hockey Team – *Received*.

**11. In-Camera (Closed Session)**

**11.1** *One item under section 119(b) of the Municipal Government Act, PEI*

**11.1.1** *Moved by Deputy Mayor Spencer, seconded by Councillor MacRae to enter into an In-Camera session at 7:23 pm. Unanimously carried.*

**11.1.2** *Moved by Deputy Mayor Spencer, seconded by Councillor Doucette to come out of an In-Camera session at 8:15 pm.*

**12. Adjournment**

**12.1** *Moved by Councillor MacRae, seconded by Councillor Doucette to adjourn the meeting at 8:16 pm. Unanimously carried.*

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Geoff Baker,  
CAO

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Rowan Caseley,  
Mayor

Town of Kensington		
CAO's Report for Committee of Council - January 2024		
Item #	Project/Task	Status
1	Official Plan and Zoning Bylaw - 5 Year Review	The Bylaw and Official Plan have been approved by Town Council. All documentation has been prepared and submitted to the Minister of Communities for approval.
2	VueWorks	We met with representatives (Teams Meeting) of DTS Solutions and SNC Lavalin in regards to hosting the Town's GIS data moving forward. We are currently awaiting a proposal from SNC Lavalin.
3	Credit Union Centre Upgrades	The tender for the installation of solar panels was awarded to Hansen Electric at the October meeting of Town Council and the installation has begun. The installation of the building mounted solar panels was completed on January 5, 2024. The contractor has installed the posts for the ground mounted and is currently constructing the framing. It is anticipated that the ground mounted panels will be installed the week of January 22nd.
4	Broadway Street South Water and Sewer Main Extension Project and sidewalk installation (Broadway Street South Infrastructure Upgrades)	There are still some deficiencies remaining in the project which will be completed as early as possible (weather dependent) in 2024. The Water Main portion of the project is partially commissioned at this point. The water and sewer operator continues to work with WSP and Birt and MacKay to address issues with the water line. The sewer main portion of the project has been commissioned.
5	Development Control	Staff are currently working with a number of developers regarding several multi-unit housing developments in 2024. It is anticipated that formal applications will be submitted shortly for Town Council's consideration.
6	Credit Union Centre Rate Review	The rate review for the Credit Union Centre rental rates has been completed. A memo has been circulated with the tentative agenda package for Committee's consideration.
7	Meeting with Kensington North Watershed Association (KNWSA)	The trail was commissioned and opened on November 10, 2023. Another funding application is being developed by the KNWSA to extend the trail in 2024.
8	Legion Re-Zoning Application (PID No. 79749)	No further action has been taken on this re-zoning application as we await further information from the Legion to enable the application to move forward.
9	Green Space (parking area) Development	Town Council authorized staff to start development of the project and to include it in the Town's 2024/25 Capital Budget. Staff will seek appropriate funding sources to complete the project in 2024. Further information will be provided as the project moves forward.
10	Street Lights Policy	Preliminary research has been completed on a potential Street Light Policy for the Town. A draft policy will come forward at the February Committee of Council meeting for Committee's consideration.
11	2024/25 Budget	The 2024/25 operational and capital budget is nearing completion. Departmental supervisors are currently in the process of developing their Capital budget requirements for 2024/25.
12	Freight Shed Upgrades	Staff will seek out potential funding sources for the planned 2024 upgrade project. A structural review was completed on the building. The project would generally include addressing any structural issues, connection to the water and sewer system, addition of a washroom, installation of heating/cooling, and insulation and covering of the walls. Provision will be made to protect any historical elements of the building such as the markings on the internal walls. The roof was replaced in later April/Early May.
13	Relocation of Town of Kensington Signs	We are currently working with a property owner along the Kelvin Grove Road to relocate a welcome sign to their property. The sign will be relocated as soon as land issues are worked out. We are hopeful to have the sign relocated this Spring/2023.
14	Website	The web designer has completed the design of the website and is in the process of transferring information from our existing website over to the new site.
15	Dog Bylaw	The Province of PEI passed their new Dog Act in 2023. Staff will re-commence work on updating the Town's Dog Bylaw. The current Bylaw is approximately 30 years old and requires significant updates.
16	2024/25 Fire Rates	Mayor Caseley and I met with representatives of the Community of Malpeque Bay to inform them of the increase in their fire rates for 2024/25 in the amount of approximately 20%. Rates for the Fire District have been increased by 3%. Rates for the Town of Kensington have also increased by 3%.
17	Police Dog - Leo	Leo has been under the care of Deputy Chief Yuill since January 9th. Announcements were made of Leo's presence in the police service (primarily through social media) and appears to have been received positively by the community. Leo has been accepted into the Canine Therapy for First Responders Training Program. This training is at no cost to the Town as the organization is a not for profit. The training also covers the cost for Leo's vet bills. Charlottetown Police, L Division RCMP, and several other First Responder Departments are also utilizing this organization to train their therapy dogs. The following is the webpage for the organization. <a href="https://www.ctffr.ca/facility-dogs">https://www.ctffr.ca/facility-dogs</a> .
18	Street Light at Corner of Woodleigh Drive and Victoria Street East	A service order has been submitted to Maritime Electric for the installation of the street light, as requested. No timeline has been provided as to when it will be installed.
19	DiverseCity Festival	The organizers of the DiverseCity Festival have been advised of Town Council's support for the Festival. We will provide further information on the Festival as plans progress.

Kensington Fire Department  
Occurrence Report 2023

Description	January	February	March	April	May	June	July	August	September	October	November	December	YTD total	% Total
Medical First Responder	3	1	2	4	3	5	6	3	2	4	0	1	34	25.56%
Motor Vehicle Accident	4	2	1	5	2	1	5	4	0	2	3	2	31	23.31%
Emergency Response - Fuel Spill, etc	0	0	0	0	0	0	0	1	0	1	0	0	2	1.50%
<b>Fire Related</b>														
Smoke Investigation	1	1	0	1	0	0	2	0	1	0	1	0	7	5%
Outside Fire - Brush, Grass, Utility Pole, etc.	0	0	1	4	2	0	0	1	1	0	0	1	10	8%
Structure Fire - House, Building, Vehicle, etc.	0	0	5	3	2	3	3	1	0	1	1	3	22	17%
Alarms	4	3	1	2	1	1	5	2	3	0	4	0	26	20%
<b>Total Fire Related</b>	<b>5</b>	<b>4</b>	<b>7</b>	<b>10</b>	<b>5</b>	<b>4</b>	<b>10</b>	<b>4</b>	<b>5</b>	<b>1</b>	<b>6</b>	<b>4</b>	<b>65</b>	
<b>Total Incidents</b>	<b>12</b>	<b>7</b>	<b>10</b>	<b>19</b>	<b>10</b>	<b>10</b>	<b>21</b>	<b>12</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>7</b>	<b>132</b>	
Mutual Aid Call Out												1	1	1%
<b>Total Incidents (Including Mutual Aid Provided by KFD)</b>	<b>12</b>	<b>7</b>	<b>10</b>	<b>19</b>	<b>10</b>	<b>10</b>	<b>21</b>	<b>12</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>8</b>	<b>133</b>	<b>100%</b>
Mutual Aid Call in														
Firefighter Attendance	12	12	15	15	12	12	13	16	12	12	13	16		13
Regular Monthly Training - No. of Firefighters	24	18	22	17	17	20				23	15	20		20
Training School/Association Meeting/Department Meeting	21	19	23	17	18	18	23	22	20	18	22	18		20
<b>Call Area</b>														
Kensington	1	3	4	2	4	2	8	2	2	3	4	1	36	27.07%
Malpeque CIC	3	1	1	7	2	3	4	7	2	2	2	2	36	27.07%
Zone's 1 to 5	8	3	5	10	4	5	9	3	3	3	3	5	61	45.86%
Other													0	0.00%

## Kensington Fire Department December 2023 Fire Report

The Kensington Fire Department responded to 9 calls in December. Following is a breakdown of calls.

<b>Date</b>	<b>Call Details</b>	<b>Location</b>	<b># Firefighters</b>	<b># Trucks</b>
<b>Dec. 11 11:27 am</b>	<b>Utility Fire - trees on power lines</b>	<b>Norboro</b>	<b>15</b>	<b>2</b>
<b>Dec. 11 15:54 pm</b>	<b>Mutual Aid for Kinkora FD - water needed for barn fire</b>	<b>South Freetown</b>	<b>19</b>	<b>2</b>
<b>Dec. 18 11:59 am</b>	<b>MVC</b>	<b>Clinton</b>	<b>16</b>	<b>1</b>
<b>Dec. 26 01:46 am</b>	<b>Structure Fire</b>	<b>Rte 2 Kensington</b>	<b>19</b>	<b>5</b>
<b>Dec. 26 11:48 am</b>	<b>Flare up at scene above</b>	<b>Rte 2 Kensington</b>	<b>11</b>	<b>2</b>
<b>Dec. 26 22:04 am</b>	<b>Structure Fire</b>	<b>Indian River</b>	<b>21</b>	<b>5</b>
<b>Dec. 27 10:38 am</b>	<b>MFR - Cardiac Arrest</b>	<b>Kensington</b>	<b>11</b>	<b>1</b>
<b>Dec. 29 13:50 pm</b>	<b>MVC</b>	<b>Hamilton</b>	<b>16</b>	<b>3</b>

**December 3** - Kensington Christmas Parade - 2 trucks in the parade and 2 trucks assisted police with traffic control.

**December 5** - Association meeting with 18 members present.

**December 14** - Firefighters Donnie MacKenzie and Dylan Garnhum judged a Christmas light display contest for houses on the Old Summerside Rd.

**December 19** - Training was held with 20 members attending.

**December 20** - Chief Rodney Hickey and firefighters Kevin Simmons, Glenn Steele, Donnie MacKenzie had a walk-through at the Murray Centre (at the request of church personnel) to inspect and advise.

Police Department Occurrence Report Summary 2023																									
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total											
911 Act	1	3	2	2		1	1	2	1	2	1		16	1.93%											
Abandon Vehicle			1		1								2	0.24%											
Abduction													0	0.00%											
Alarms	3		3	3	2	5	3		6	4	4	2	35	4.23%											
Animal Calls	2		2		1	1	4						10	1.21%											
Arson													0	0.00%											
Assault PO													0	0.00%											
Assault with Weapon					1								1	0.12%											
Assaults (Level 1)	2			2	3		2		2	1			12	1.45%											
Assistance Calls	1	5	1	1	1	2	3	2	2	5	4	3	30	3.63%											
Bank Runs	2												2	0.24%											
Breach of Peace		1			4		2	2	3	4			16	1.93%											
Breach of Recognizance													0	0.00%											
Break and Enter (business)													0	0.00%											
Break and Enter (other)												1	1	0.12%											
Break and Enter (residence)	2						1	1		1		1	6	0.73%											
Carry concealed weapon													0	0.00%											
Child Pornography												2	2	0.24%											
Child Welfare	1	1				1		2	1	1			7	0.85%											
Coroner's Act				1	1							1	3	0.36%											
Crime Prevention													0	0.00%											
Criminal Harassment					1				1	1		1	4	0.48%											
Dangerous Driving	2	3			2	2		6					15	1.81%											
Disturbing the Peace	1				2		1	1					5	0.60%											
Dog Act											1	1	2	0.24%											
Driving while disqualified				1	1	2		1					5	0.60%											
Drug Charges			1	1		1			1	1			5	0.60%											
Excise Act													0	0.00%											
Fail to Comply Probation		1									1		2	0.24%											
Fail to comply undertaking	1		1		2				2		1	2	9	1.09%											
Fail to remain at scene of accident								1	1		1	1	4	0.48%											
Family Relations Act	5			1				1		1		1	9	1.09%											
Fingerprints taken													0	0.00%											

Police Department Occurrence Report Summary 2023														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Fire Prevention Act			1	1	1		1					1	5	0.60%
Firearm Act			1						1			1	3	0.36%
Forcible confinement													0	0.00%
Fraud		1	2	2	2			1	2	2	3		15	1.81%
Funeral Escorts	2		2	1	2	2	1	3	2	5	2	2	24	2.90%
Harrassing Communication	1	1		2	1			1		1		2	9	1.09%
Impaired Driver		1		2			2	2	4	1			12	1.45%
Information Files	2	1		1	1	3	2	1	2	1		1	15	1.81%
Injury Accidents													0	0.00%
Liquor Offences								2	1		1		4	0.48%
Litter Act													0	0.00%
Lost and Found	3		1	3		2	3		3	1	1	1	18	2.18%
Luring Minors													0	0.00%
Mental Health Act	1			2	1		2		1	1		1	9	1.09%
Mischief	1	5			1	4	4	4	1	3	2	3	28	3.39%
Motor Vehicle Accidents	2	2	1	2		5	4	4	5	4	1	4	34	4.11%
Motor Vehicle Act	2	7	5	5	6	6	9	11	8	12	10	7	88	10.64%
Municipal Bylaws			3		2	1		1		1	1	2	11	1.33%
Off Road Vehicle Act					1							1	2	0.24%
Other Criminal Code			1			1	1	1				1	5	0.60%
Person Reported Missing	1								1		1		3	0.36%
Possession of restricted weapon													0	0.00%
Property Check	2		2		1	1	1	1					8	0.97%
Resist Arrest													0	0.00%
Roadside Suspensions										1			1	0.12%
Robbery													0	0.00%
Sexual Assaults / Interference	1												1	0.12%
STEP (Integrated Traffic Enforcement)													0	0.00%
Sudden Death													0	0.00%
Suspicious Persons / Vehicle	2	5	3	3	3	5	7		2	5	1	1	37	4.47%
Theft Of Motor Vehicle	2	1			1								4	0.48%
Theft Over \$5000													0	0.00%
Theft Under \$5000	3	8			1	4	6	3				1	26	3.14%



Police Department Occurrence Report Summary 2023														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Trespass Act		1			1		1	1					4	0.48%
Trespass at Night							1						1	0.12%
Uttering Threats	2		1	3		1	1				1	1	10	1.21%
Wellbeing Check	3		2	2	2	4	1	1	2		1	5	23	2.78%
SOTS Issued	6	8	6	10	11	20	18	17	8	32	54	34	224	27%
<b>Total Incidents</b>	59	55	42	51	60	74	82	73	63	91	92	85	827	100%
HTA Warnings	3	3			10	4	5	7	7	7	3	2	51	
<b>Fine Revenue</b>	\$1,100.00	\$1,853.00	\$832.50	\$1,574.00	\$1,785.00	\$2,793.50	\$2,228.50	\$2,376.50	\$1,003.00	\$4,565.00	\$8,072.50	\$5,028.00	33,211.50	
Foot Patrols in hours	2	3	4	2	3	4	4.00	4	4	7	2	3	42	
Community policing school	6	4	3	4	5	5			7	5	4	5		
Bike helmet checks					6	6	5	3	4	1			25	
Record Checks A ( BC )	12,251	10,651	12,611	11,628	12,040	10,313	8,502	8,520	7,890	6,886	6,167	4,747	112,206	
Record Checks C ( KPS )	6	5	8	13	7	14	6	10	24	15	12	9	129	
<b>KPS assisting other agencies</b>	1	2	2		1	1	5			4	3		19	
<b>Other agencies assisting KPS</b>	1	3							1			1	6	

## **Police Report December 2023**

**There were 2 alarm calls to report for this month.**

Dec 8<sup>th</sup> @ 0530hrs – 10 Hillside Dr, member attended.

Dec 21<sup>st</sup> @ 0342hrs – Subway, member attended.

**Assistance files for the month consisted of:**

Stand by while person retrieved property.

Assist EMS

Assist Victim Services

## Town of Kensington Bills List December 2023

A1 - VACUUMS	6348-TOWNHALLJANITOR	\$182.85
ADL	4923335018-CUCMILK	\$43.82
ADL	4923342017-MILK	\$59.47
ADL	4923349019-MILKCANTE	\$29.21
ADL	4923356018-CUC MILK	\$17.53
ADL	4923363016-CUCMILK	\$58.42
ADL FOODS	2545896P-TOWNHALLJAN	\$1,185.68
ADL FOODS	2544555P-CNTN/SRCNTR	\$819.48
ADL FOODS	2545204PJANIT&CANTEE	\$656.49
ADL FOODS	2546432P-CANTEEN	\$96.84
ADL FOODS	2546485P-CANTEEN&JAN	\$1,061.16
ADL FOODS	2544283P-JNTR/CNTEEN	\$594.60
ADL FOODS	2545898P-CANTE&JANIT	\$1,312.37
ADRIEN WEDGE	12/17/23-WORKBOOTS	\$200.00
AMY MORRELL	OCT-DEC23 MILEAGEEXP	\$201.94
BEV SEMPLE	DEC2023CROSSWALK	\$60.00
BOILY PHOTO	E0108-YOUTHAMBPHOTO	\$193.20
BRAEDEN STEENSO	PROSTRAININGEXPENSES	\$279.96
CHERYL NOONAN	50/50WINNERKTONCASH	\$5,350.00
CJRW SUMMERSIDE	774-10011-MAYORSXMAS	\$901.60
COMBAT COMPUTER	1000103060-SPEAKERS	\$122.19
COMBAT COMPUTER	1000103137-MONITOR	\$233.44
DAVID GALLANT	DEC23-XMASDECORWIN	\$60.00
DIVERSIFIED DIV	34081-CASCADECYLINDE	\$583.19
DON THOMPSON	DEC23-XMASDECORWIN	\$40.00
DTS	1454230-ANNUALMAINTE	\$6,083.26
EASTLINK	21022479-DECFIREHALL	\$118.28
EASTLINK	21009676-TOWNHALL	\$395.56
EASTLINK	20967074-LIBRARY	\$143.69
EASTLINK	20967284-CUCPHONE	\$47.40
EDITH GALLANT	DEC23-XMASDECORWIN	\$40.00

ELIZABETH HUBLE	DECEMBER 2023 RENT	\$805.00
FAMILY & FRIEND	07-XMASDINNER	\$3,569.20
FLAG EMPORIUM	30220-FLAGS	\$3,183.89
FRITO LAY CANAD	43545970-CANTEENCHIP	\$257.70
FRITO LAY CANAD	43545622-CANTEENCHIP	\$91.49
GEOFF BAKER	DEC 2023 MILEAGE	\$351.00
IDEAL AUTO PART	138887-97TRACKLESS	\$80.45
IRVING OIL	319916-FURNOILTWNHAL	\$1,421.51
IRVING OIL	32163-FURNOILTOWNHAL	\$1,045.32
IRVING OIL	734501-FURNOILTOWNHA	\$393.50
IRVING OIL	444133-FURNOILTOWNHA	\$1,038.23
IRVING OIL	321249-FURNOILFIRE	\$151.38
IRVING OIL	770431-FURNOILFIRE	\$776.12
IRVING OIL	31762-FURNOILFIREDEP	\$142.04
IRVING OIL	426706-FURNOILFIRE	\$399.74
IRVING OIL	734181-FURNOILFIRE	\$138.64
IRVING OIL	124843-FURNOILFIRE	\$409.88
IRVING OIL	823935-FURNOILFIRE	\$564.92
IRVING OIL	319038-FURNOILWRKSHP	\$440.02
IRVING OIL	731967-FURNOILWRKSHP	\$421.80
IRVING OIL	35337369-GASCARDS	\$886.62
IRVING OIL	35344855-GASCARDS	\$551.71
IRVING OIL	35349340-GASCARDS	\$331.10
IRVING OIL	126723-DIESELWRKSHP	\$397.11
IRVING OIL	665360-DIESELWRKSHP	\$48.58
IRVING OIL	937906-FURNOILCNSTN	\$318.40
IRVING OIL	518833-FURNOILCN STN	\$201.83
IRVING OIL	424387-FURNOILCNSTN	\$346.48
IRVING OIL	718438-FURNOIL CN ST	\$195.01
IRVING OIL	342969-PROPANECANTEE	\$498.82
ISLAND PETROLEU	5221999759-CUC OIL	\$423.56
ISLAND PETROLEU	5221999761-CUC OIL	\$404.63
ISLAND PETROLEU	5221999762-CUC OIL	\$869.58
ISLAND PETROLEU	52521999760-CUC OIL	\$562.78

ISLAND PETROLEU	5221999756-CUC OIL	\$774.10
ISLAND PETROLEU	5221999757-CUC OIL	\$275.90
ISLAND PETROLEU	5221999758-CUC OIL	\$636.95
JACK SPENCER	DEC2033CROSSWALK	\$60.00
JAMIE PERRY	DEC2023CROSSWALK	\$200.00
JOSEPH LAVIOLET	DEC23-XMASDECORWIN	\$60.00
KAYS WHOLESALE	646162_CANTEEN&JANIT	\$785.99
KELLY'S KLEANIN	DEC2023-FITPLEXCLEAN	\$585.00
KENSINGTON COMM	DEC23-XMASDECWIN	\$40.00
KENSINGTON META	65878-LOCKNUTS	\$5.85
KENSOL SERVICE	139606-CLEANFRYERFAN	\$569.25
KENT	3003537399-PDCEILING	\$41.71
KENT	3003552057-PAINT	\$37.94
KENT	3003537907-XMASTIMER	\$14.17
KENT	3003505338-BATTRYPAK	\$210.45
KENT	3003542965-BATTERIES	\$23.49
KENT	3003512988-JANITSUPP	\$61.03
K'TOWN AUTO PAR	64547/5A-SUPPLIESFH	\$241.74
K'TOWN AUTO PAR	64999/5-OILCHANGESUP	\$54.11
K'TOWN AUTO PAR	64491/5-97TRKLSS	\$6.13
LANDON YUILL	12/15/2023-EXPENSES	\$80.88
LANDON YUILL	HOLSTER	\$69.49
MARITIME ELECTR	DEC23-TOWNHALL	\$1,810.03
MARITIME ELECTR	DEC23-EVCHGRBRDWAY	\$62.15
MARITIME ELECTR	DEC23-EVCHGRTWNHALL	\$35.12
MARITIME ELECTR	DEC23-FIREHALL	\$469.02
MARITIME ELECTR	DEC23-LIBRARY	\$475.65
MARITIME ELECTR	DEC2023-WORKSHOP	\$351.33
MARITIME ELECTR	DEC23SPEEDRADARLIGTS	\$117.71
MARITIME ELECTR	DEC23-POLICECAMERAS	\$13.42
MARITIME ELECTR	DEC23-STREETLIGHTS	\$3,433.72
MARITIME ELECTR	DEC23-TRAIN STATION	\$983.04
MARITIME ELECTR	DEC23-FREIGHTSHED	\$374.91
MARITIME ELECTR	DEC23-EVK POOL	\$50.23
MARITIME ELECTR	DEC23-RINK	\$4,708.79

MARITIME ELECTR	DEC23-ICEPLANT	\$7,913.63
MARITIME ELECTR	DEC23-SIGN RINK	\$30.54
MARITIME ELECTR	DEC23-CANTEENBALL	\$28.95
MARITIME ELECTR	DEC23-SENIORCNTRE	\$1,280.46
MINISTER OF FIN	349197RENEWREGISTRAT	\$255.00
MINISTER OF FIN	349202-BULKROADSALT	\$1,518.14
MJS MARKETING	2830008-ADXMASCONTES	\$373.75
MJS MARKETING	2831028-ADLEVEE	\$799.25
ORKIN-PCO	C-4345246-PCTOWNHALL	\$57.26
ORKIN-PCO	C-4345230-PCFIREDEPT	\$32.20
ORKIN-PCO	C-4345233-PCPUBWRKS	\$113.90
P&G FIRE & SAFE	14171-HEADGEARBATTER	\$269.10
PEPSICO	57531955-CANTEENPOP	\$1,168.00
PITNEY BOWES	3202284289-LEASECHGS	\$231.12
PITNEYWORKS	JAN2024POSTAGE	\$2,000.00
POLICE VISION	18016031-POLICE LIST	\$296.70
ROBERT WOOD	NOV 2023 MIILEAGE	\$245.70
ROWAN CASELEY	DEC2023MILEAGE&EXP	\$406.58
SALTWIRE NETWORK	116928-XMASGREETING	\$224.25
SAVE EASY	12/12/2023-WATERSHOP	\$11.80
SAVE EASY	12/18/23-XMSPRTYSUPP	\$165.74
SAVE EASY	12/12/2023-JAN&CANT	\$45.37
SHARON PAYNTER	DEC23-XMASDECORWIN	\$40.00
SISTERS CLEANIN	748526-TOWNHALLCLEAN	\$1,725.00
SPRING VALLEY B	241008ZAMBONIPROPANE	\$90.32
SPRING VALLEY B	241123ZAMBONIPROPANE	\$90.32
SPRING VALLEY B	241211ZAMBONIPROPANE	\$135.48
SPRING VALLEY B	K98677ZAMBONIPROPANE	\$90.32
SUPERIOR SANITA	841033-DEC23TOWNHALL	\$352.35
SUPERIOR SANITA	841029-DEC23FIREHALL	\$138.37
SUPERIOR SANITA	841031-DEC23PUBWRKS	\$493.27
SUPERIOR SANITA	841030-DEC23POOL	\$137.40
SUPERIOR SANITA	841032-DEC23CUC	\$449.01
TELUS	DECEMBER 2023	\$1,311.52

TESSA MACKINNON	TESSA SICK/VAC PAY	\$2,575.04
TODD HAYNES	DEC23-XMASDECORWIN	\$40.00
UNIFORM WORKS	0084256-POL UNIFORMS	\$2,906.92
VAIL'S FABRIC	439363-MATSDEC2023	\$208.92
VICTORIA COULSO	DEC23-XMASDECORWIN	\$60.00
VICTORIA INN	DEC23-XMASDECORWIN	\$60.00
WAYNE CROZIER	DEC23-XMASDECORWIN	\$40.00
WSP	20062633-PUBPRKNG	\$258.75

**Subtotal** \$89,279.40

**Payroll** \$164,817.62

**Total Bills and Payroll** \$254,097.02

## W & S Utility Bills List December 2023

MARITIME ELECTR	DEC23-WELL#3	\$690.66
MARITIME ELECTR	DEC23-WATER TOWER	\$154.41
MARITIME ELECTR	DEC23-PUMPWEST#1	\$646.92
MARITIME ELECTR	DEC23-PUMPCTRLBLDG	\$273.71
ATLANTIC PURIFI	241356A-FREIGHTCHARG	\$86.96
KENSINGTON META	65790-ALUMINUMHANDLE	\$173.51
KENT	3003556056-PAINT PW	\$123.95
SPRING VALLEY B	295930-SAWBLADES	\$45.51
MINISTER OF FIN	231201051-NOVTESTING	\$508.30
MARITIME ELECTR	DEC23-SEWAGETREATMNT	\$2,290.73
MARITIME ELECTR	DEC23-SEWER LIFT	\$151.89
MARITIME ELECTR	DEC23-ADDTL LIFT STN	\$181.44
MARITIME ELECTR	DEC23-SEWAGE PUMP	\$41.54
MARITIME ELECTR	DEC23-PUMPEAST#2	\$313.09
CAMPBELL'S CONC	294405-FRAME&COVER	\$496.80
KENSINGTON META	65800-MANHOLE COVER	\$404.98

**Total W&S Bills**

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**\$6,584.40**



# Town of Kensington Capital Bills List December 2023

ATLANTIC MERCAN	105467-CUC FRYER	\$1,897.50
MID ISLE	13490-HEATERICEPLANT	\$1,144.63
MOASE PLUMBING	36912-CUC BATH RENO	\$32,363.43
POLY-MOR CANADA	501393-SLABLIFTP.O.	\$14,375.00
<b>Total Capital Bills</b>		<b>\$49,780.56</b>

**TOWN OF KENSINGTON**  
Income Statement Comparison of Actual to Budget for December 2023

GENERAL REVENUE	Current Month			Year to Date			Annual Budget	% Full Year
	Actual	Budget	Variance	Actual	YTD Budget	Variance		
General Revenues	\$334,203.82	\$104,454.00	\$229,749.82	\$1,874,311.85	\$1,438,786.00	\$435,525.85	\$1,742,253.00	108%
Police Service	\$21,766.00	\$27,743.00	-\$5,977.00	\$183,068.00	\$255,269.00	-\$72,201.00	\$337,350.00	54%
Town Hall Rent	\$8,680.48	\$8,660.00	\$20.48	\$80,271.91	\$81,740.00	-\$1,468.09	\$107,720.00	75%
Recreation	\$0.00	\$0.00	\$0.00	\$3,430.00	\$4,500.00	-\$1,070.00	\$4,500.00	76%
Sales of Service	\$16,601.14	\$31,125.00	-\$14,523.86	\$244,402.63	\$313,325.00	-\$68,922.37	\$412,700.00	59%
Subtotal Revenue	\$381,251.44	\$171,982.00	\$209,269.44	\$2,385,484.39	\$2,093,620.00	\$291,864.39	\$2,604,523.00	92%
<b>GENERAL EXPENSES</b>								
Town Hall	\$17,525.07	\$14,477.00	\$3,048.07	\$117,477.13	\$126,875.00	-\$9,397.87	\$169,476.00	69%
General Town	\$79,885.19	\$52,941.00	\$26,944.19	\$785,233.68	\$657,178.00	\$128,055.68	\$832,809.00	94%
Police Department	\$52,530.14	\$54,694.00	-\$2,163.86	\$459,641.18	\$486,506.00	-\$26,864.82	\$631,426.00	73%
Public Works	\$37,876.39	\$41,657.00	-\$3,780.61	\$345,977.99	\$384,175.00	-\$38,197.01	\$502,265.00	69%
Train Station	\$4,191.99	\$5,165.00	-\$973.01	\$38,851.48	\$45,900.00	-\$7,048.52	\$62,080.00	63%
Recreation & Park	\$8,005.82	\$9,545.00	-\$1,539.18	\$100,215.10	\$131,840.00	-\$31,624.90	\$143,975.00	70%
Sales of Service	\$13,586.39	\$17,095.00	-\$3,508.61	\$128,742.08	\$158,541.00	-\$29,798.92	\$206,964.00	62%
Subtotal Expenses	\$213,600.99	\$195,574.00	\$18,026.99	\$1,976,138.64	\$1,991,015.00	-\$14,876.36	\$2,548,995.00	71%
Net Income (Deficit)	\$167,650.45	-\$23,592.00	\$191,242.45	\$409,345.75	\$102,605.00	\$306,740.75		
<b>Credit Union Centre</b>								
Credit Union Centre Revenue	\$70,459.68	\$46,650.00	\$23,809.68	\$264,935.47	\$329,850.00	-\$64,914.53	\$460,800.00	57%
Credit Union Centre Expenses	\$70,605.90	\$55,409.00	\$15,196.90	\$406,888.62	\$352,506.00	\$54,382.62	\$487,358.00	83%
Net Income (Deficit)	-\$146.22	-\$8,759.00	\$8,612.78	-\$141,953.15	-\$22,656.00	-\$119,297.15		
<b>Fire Department</b>								
Fire Revenues	\$37,536.94	\$31,204.00	\$6,332.94	\$287,188.94	\$280,836.00	\$6,352.94	\$374,456.00	77%
Fire Department Expenses	\$26,800.20	\$30,187.00	-\$3,386.80	\$285,680.33	\$287,847.00	-\$2,166.67	\$374,456.00	76%
Net Income (Deficit)	\$10,736.74	\$1,017.00	\$9,719.74	\$1,508.61	-\$7,011.00	\$8,519.61		
<b>Town Consolidated Net Income (Deficit)</b>	<b>\$178,240.97</b>	<b>-\$31,334.00</b>	<b>\$209,574.97</b>	<b>\$268,901.21</b>	<b>\$72,938.00</b>	<b>\$195,963.21</b>		
							\$28,970.00	
<b>Water and Sewer Utility</b>								
Water & Sewer Revenue	\$59,235.71	\$59,065.00	\$170.71	\$530,970.08	\$531,585.00	-\$614.92	\$715,455.00	74%
Water & Sewer Expenses	\$73,914.64	\$60,050.00	\$13,864.64	\$640,516.94	\$563,520.00	\$76,996.94	\$742,120.00	86%
<b>Water &amp; Sewer Net Income (Deficit)</b>	<b>-\$14,678.93</b>	<b>-\$985.00</b>	<b>-\$13,693.93</b>	<b>-\$109,546.86</b>	<b>-\$31,935.00</b>	<b>-\$77,611.86</b>		
<b>Town &amp; W&amp;S Consolidated Net Income (Deficit)</b>	<b>\$163,562.04</b>	<b>-\$32,319.00</b>	<b>\$195,881.04</b>	<b>\$159,354.35</b>	<b>\$41,003.00</b>	<b>\$118,351.35</b>		

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**TOWN OF KENSINGTON – MEMORANDUM**

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**TO: MAYOR AND TOWN COUNCIL, CAO**

**FROM: ROBERT WOOD, CUC MANAGER**

**DATE: DECEMBER 2023**

**SUBJECT: DECEMBER 2023 - CREDIT UNION CENTRE REPORT**

**ATTACHMENT: STATISTICAL REPORT**

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**December 2023**

**Fitplex**

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

**Arena**

- Black and MacDonald and Berg manufacturing sent representatives to review the programming issues with the Ice Plant. The programming update to the system has worked and all systems appear to be operating correctly. Black and Macdonald is currently pricing an interface to allow the programmer to be accessed remotely.
- The railings along the bleachers have signage boards installed and seems to have addressed the concerns over small children being able to climb\fall through the openings. 20 signs have been reserved to date.
- Electrical upgrades have been completed and a heater was installed in the ice plant room.
- The Dave Martin Memorial U18A hockey tournament was held December 1<sup>st</sup> – 3<sup>rd</sup>.
- The Christmas Parade was held on December 3<sup>rd</sup>. A large number of floats were entered and a great turnout watched the parade. Over 400 cookies, hot chocolate and hot dogs were given out at the Murray Christian Centre following the parade.

- The Caseley Classic Rec. tournament was held on December 22<sup>nd</sup>. There was a great turnout for the event with over 80 players registered.
- The Vipers and Wild held games on Boxing Day with large crowds in attendance for both games.
- An U11 Girls Tournament was held on December 28<sup>th</sup> and 29<sup>th</sup> with 4 teams.
- A Granites game was held on December 30<sup>th</sup> and attracted the biggest crowd of the season thus far.

**Kensington Cash Draw**

- **Dec 7**                      **176.00**
- **Dec 14**                     **174.00**
- **Dec 21**                     **156.00**
- **Dec 28**                     **162.00**

**Cheryl Noonan was a winner this month - \$5350.00.**

**Ball Fields**

- Nothing to report.

**Senior Center**

- Nothing to report.

**Tennis \ Pickleball Courts KISH**

- Nothing to report.

**CUC Property**

- Skate Park has been closed for the season. Ball hockey has continued to see steady use.
- The outdoor ice rink will be made as weather permits.
- It is apparent that the Electric Vehicle charger is not compatible with the arena’s power and needs to be relocated. Staff are currently evaluating locations to facilitate its relocation.

## **Upcoming Events**

- U9 Tournament - January 2, 2024.
- Kensington-Bedford Exchange - January 27 - 28, 2024.
- ADL Ice Show - February 17, 2024.
- U7 Jamboree Tournament - February 19, 2024.
- Mardis Gras Tournament - April 4 - 7, 2024.
- High School Hockey Tournament - April 8 - 12, 2024.



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**TOWN OF KENSINGTON - MEMORANDUM**

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**TO:** MAYOR AND TOWN COUNCILLORS  
**FROM:** GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER  
**SUBJECT:** CONSOLIDATION OF LANDS OF ATLANTIC MEDICAL PROPERTIES LTD. – PID NO.'S 77917, 77925, AND 77933  
**DATE:** 2024-01-19  
**CC:**

**ATTACHMENTS: CONSOLIDATION PLAN # 23227**

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**Discussion**

The attached consolidation plan # 23227, dated November 28, 2023, drawn by Sandstone Surveying and Engineering. was submitted by Murphy's Pharmacy (acting on behalf of Atlantic Medical Properties Ltd.), owner of PID No.'s 77917, 77933, and 77925 (56 Broadway Street North), along with a request to consolidate the properties into a singular parcel.

Attached to this memo is the proposed plan of consolidation. Hardcopies of the consolidation plan will be available at the January 22<sup>nd</sup> Committee of Council meeting.

**Development Control Bylaw Considerations**

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

PID NO. 77917, 77925, 77933 – C1 – General Commercial Zone

Lot subdivisions and consolidations are dealt with under section 20 of the Town's Development Control Bylaw (Section 6.12(1) of new 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, partial lots and lot 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 consolidation plan and find it in general compliance with the Development Control Bylaw. The consolidation is supported by the policies of the Official Plan.

**Recommendation**

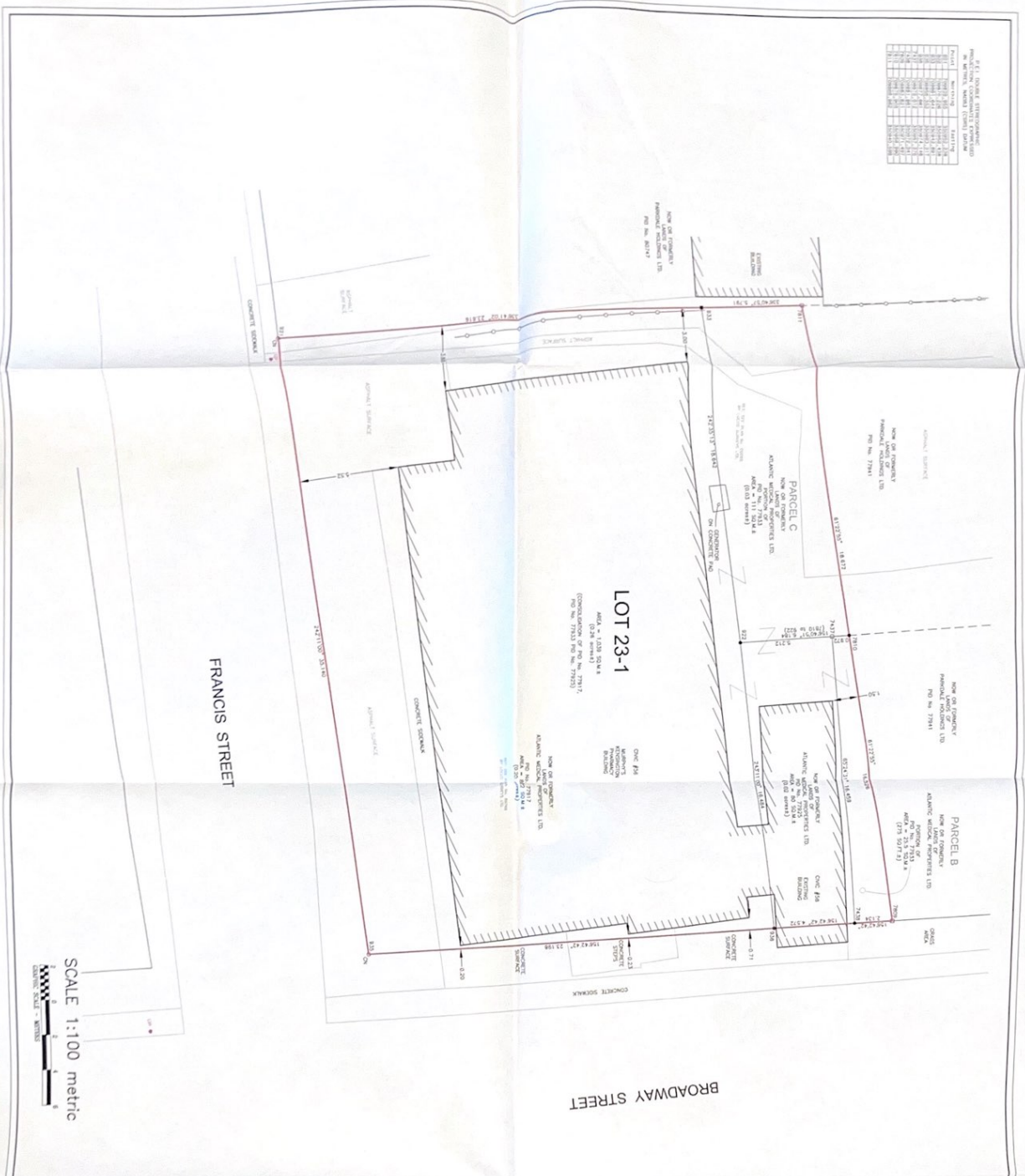
It is recommended by the Town of Kensington Development Officers that Committee of Council consider the following resolution:

***THAT Committee of Council recommend to Town Council the approval of consolidation plan # 23227 as the plan of consolidation for PID No.'s 77917, 77933, and 77925, being lands of Atlantic Medical Properties Ltd.***

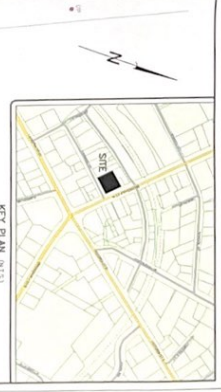


TABLE 1: EXISTING UTILITIES

Utility	Depth (m)	Material	Notes
Water	1.5	PVC	100mm dia
Sanitary	1.0	PVC	150mm dia
Gas	0.75	Steel	75mm dia
Electric	0.5	Aluminum	25mm dia
Telephone	0.3	Plastic	12mm dia
Optical Fibre	0.2	Plastic	8mm dia



SCALE 1:100 metric



- LEGEND**
- Proposed Boundary
  - - - - - Existing Boundary
  - Proposed Utility
  - - - - - Existing Utility
  - Proposed Concrete Sinkhole
  - - - - - Existing Concrete Sinkhole

- NOTES**
1. THE FIELD WORK FOR THIS SURVEY WAS CONDUCTED DURING OCTOBER AND NOVEMBER 2011.
  2. ALL DIMENSIONS AND BEARINGS GIVEN ON THIS PLAN ARE MEASURED ON THE GROUND.
  3. ALL DIMENSIONS AND BEARINGS GIVEN IN METERS, UNLESS NOTED OTHERWISE.
  4. PROPERTY RIGHTS AND INTERESTS ARE NOT GUARANTEED BY THIS SURVEY.
  5. THIS SURVEY IS NOT TO BE USED FOR ANY OTHER PURPOSES WITHOUT THE WRITTEN CONSENT OF SANDSTONE SURVEYING AND ENGINEERING.



**SANDSTONE SURVEYING AND ENGINEERING**  
388 MAIN STREET, PO BOX 500, CHARLTON, N.S.W. 5114  
T: 800-294-2844  
info@sandstoneengineering.ca

**PLAN OF SURVEY SHOWING LOT 23-1 BEING THE CONSOLIDATION OF PID No.s 77917, 77925, & 77933**

KENSINGTON PRINCE COUNTY  
DANIEL BR. J.M.  
DRAWING No. 21277

TOWNSHIP No. 19  
P.E.L.  
P.L.D. No.s 77917, 77925, 77933

1:100 SCALE  
NOVEMBER 20, 2011

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**TOWN OF KENSINGTON - MEMORANDUM**

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**TO:** COMMITTEE OF COUNCIL  
**FROM:** GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER  
**SUBJECT:** 2024/25 CREDIT UNION CENTRE RENTAL RATES  
**DATE:** 2024-01-19

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**Background:**

As part of the budget deliberations for 2024/25, staff have reviewed the current rental rates for the Credit Union Centre facility, including the ice rink, Fitplex, and ballfields. We have also reviewed ice rental rates from other similar facilities on Prince Edward Island; Pownal, APM Centre, UPEI, Summerside, and Rustico, to ensure our rates remain competitive. It is proposed that Town Council consider an increase in the Credit Union Centre ice rental rates for the 2024/25 season, the Fitplex rates and ball field rates effective April 1, 2024.

**Credit Union Centre Ice Facility**

The following table represents the rates of the PEI facilities reviewed for comparative purposes. *All rates are plus HST.*

	<b>Pownal</b>	<b>APM</b>	<b>UPEI</b>	<b>Summerside</b>	<b>Rustico</b>	<b>CUC</b>
Primetime	226.09		213.04	202.83	200.00	<b>165.22</b>
Non-Primetime		134.78		194.21	173.91	<b>156.52</b>
Minor Sport	208.70	165.22	172.17		155.00	<b>143.48</b>
NR Minor Hockey		160.87				

Recreation Teams		173.91				
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The following table presents the current ice rental rates as well as the proposed rates for 2024/25. *Note that it is proposed that there no longer be a differentiation in primetime versus non-primetime rates. (HST included price indicated in brackets)*

	<b>Current Pricing</b>	<b>2024/25 Recommended Rates</b>
Primetime	165.22 plus HST (190.00)	205.00 plus HST (224.25)
Minor Sport	143.48 plus HST (165.00)	200.00 plus HST (218.50)
Non-Prime	156.52 plus HST (180.00)	
Birthday/Party	121.74 plus HST (140.00)	173.91 plus HST (200.00)

In reviewing the user ice time rentals (based on scheduled weekly rental information). The usage level rented compared to the full potential hours the rink is available is approximately 62%. There is open time during the week that is not rentable, for things such as ice maintenance, building maintenance, unscheduled rentals such as free skates, etc. It is apparent that the local figure skating club utilize approximately 13 hours per week (24%); the KAMHA utilize approximately 25 hours per week (45%); the Vipers utilize approximately 2 hours per week (3.5%); the Kensington Wild utilize approximately 5.5 hours per week (10%), and other users for the remaining approximately 9.5 hours per week (17%).

Assuming that approximately 95% of ice rentals is rented to minor sport, and 5% at the primetime rate, the new proposed rates will generate a revenue from ice rental of the following, assuming we rent 1100 hours over the season, which would be approximately 65% of open times:

Minor Sport 1045 hours 209,000

Prime Time 55 hours 11,275

**Total 220,275.00**

While the 2024/25 budget is not yet completed for Council’s consideration, and we may be able to reduce some operational costs with the installation of solar panels, and probable efficiency in the new ice plant, it is apparent that even with the increased rates, a shortfall may still be projected in the Credit Union Centre operation for 2024/25.

As councillors are aware, the Credit Union Centre staff have taken on many new initiatives over the past several years, with the establishment of a skate park, an outdoor recreation area (ball hockey, basketball, etc.), the establishment of a new walking trail, maintenance of the high school tennis courts, etc. The Town is in the process of completing a major upgrade to the facility, which included a new ice plant, lighting replacement, new boards, safety glass, safety netting, solar panel installation, parking area resurfacing, parking lot lighting, internal and external painting, bathroom replacements, new cleaning equipment, i.e. floor scrubber, and expansion of the electrical service into the facility. Furthermore, additional maintenance staff have been hired to meet the increased expectations around the cleanliness of the facility.

There has been some discussion regarding capturing a portion of the gate fees from users of the facility. It is being recommended that we not explore that concept further at this point in time. Its is staff’s perspective that if we treat one tenant in this manner, then all tenants and users of the facility must be treated in the same manner. It is felt that with the increase in rental rates, that adding the additional financial burden of sharing gate revenues, is not feasible currently. It is quite apparent that profits being generated by profitable teams are being utilized to subsidize teams which are not currently profitable.

Major tenants are contributing to the facility in other ways, i.e. minor hockey's contribution and donation of the heated viewing area, the Granites/Vipers donation of new hockey nets, the Wild's donation of a viewing/press area, etc.

**Credit Union Centre Fitplex Rates**

Staff are proposing the following rate increases for the Fitplex facility. It represents a 15% increase and also communicates that the provincial and federal governments assume a portion of the rates we charge (HST).

	<b>Current (includes HST)</b>		<b>Proposed – 2024/25 (plus HST)</b>	
	Adult	Student/Senior	Adult	Student/Senior
1 Year	325.00	300.00	350.00 plus HST (402.50)	330.00 plus HST (379.50)
1 Year Family	600.00		610.00 plus HST (701.50)	
6 Month	200.00	175.00	190.00 plus HST (218.50)	175.00 plus HST (201.25)
3 Month	110.00	95.00	120.00 plus HST (138.00)	105.00 plus HST (120.75)
1 Month	40.00	35.00	40.00 plus HST (46.00)	35.00 plus HST (40.25)
Day Pass	5.00	5.00	10.00 plus HST (11.50)	10.00 plus HST (11.50)
Auto Monthly	27.00	25.00	27.00 plus HST (31.05)	27.00 plus HST (31.05)
Auto Monthly Family	50.00		50.00 plus HST (57.50)	

### **Credit Union Centre Ballfield Rentals**

In 2023, the minor ball association requested that the town assume the responsibility for the upkeep and maintenance of the batting cage. As such, the increase in rates will help cover the cost of this service to the ball teams for minor ball. When all costs are considered, the revenues from the ballfields will not cover operating costs such as grass cutting, maintenance, canteen building, etc. However, it is staff's view that this is a service to the community and a value added for Kensington and area.

	<b>Current (including HST)</b>	<b>Proposed (Plus HST)</b>
Minor Ball	300.00	350.00 plus HST (402.50)
Recreation Ball	375.00	400.00 plus HST (460.00)
Field Rental	100.00	125.00 plus HST per day (143.75)
Staff for Games	15/hour/staff person	20/hour/staff person

### **Discussion**

Staff have reviewed the current operational expenses, facility requirements, and rates in other locations across Prince Edward Island to formulate our recommendation, and we believe that the rental rate increases proposed is essential for the continued sustainability of the Credit Union Centre facility. An analysis of our operational costs has revealed a consistent increase in various costs, including maintenance, utility rates, depreciation costs, staffing costs, and interest rates.

A comparative analysis of ice rental rates in similar facilities across the Island indicates that our current rates are below what is being charged in other locations. To remain competitive and to provide the best possible facility to Kensington and the surrounding communities, the rate increases are recommended, as proposed. The proposed rate increase will contribute to the long-term sustainability of the Credit Union Centre facility, ensuring that it continues to serve the community for years to come.

At the end of March 2023, the Credit Union Centre is indebted to the Town of Kensington in the amount of \$647,901. It appears that the Credit Union Centre will run a deficit again in 2024, in which case the taxpayers of the Town of Kensington will be left to cover the shortfall again. The proposed rate increase, while still not creating enough revenue to cover the total expenditures, is a step forward in our attempts to have the Credit Union Centre cover its own costs. We are trying to get to a place where the Credit Union Centre is generating a small surplus, such that we can start to reduce the liability to the Town of Kensington taxpayers. As Councillors will recall when we agreed to take over the Credit Union Centre operation, it was intended to be operated as a ‘user pay’ facility and not subsidized by the taxpayers of Kensington. The Credit Union Centre serves approximately 29 communities and not just the Town of Kensington. It is imperative that we take steps towards reducing the liability to the Town, as we continue to strive towards the users of the facility covering the full cost of its operation.

**Recommendation:**

It is requested that Committee of Council consider and make the following recommendation to Town Council for their consideration at the February 12, 2024 regular meeting through the following resolution(s):

*BE IT RESOLVED THAT Committee of Council recommend that Town Council consider and approve rental rates for 2024/25 for the Credit Union Centre Ice Rink, the Credit Union Centre Fitplex Membership rates and the Credit Union Centre Ballfields, as proposed.*





IWK Foundation

January 04, 2024

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

*Correspondence*

On behalf of the IWK Foundation, thank you for your tremendous support of Maritime patients and families that rely on the IWK for care. Your donation of \$1,000.00 helps patients like Isaac Frame from Fredericton, NB.

Isaac Frame was diagnosed with B-cell acute lymphoblastic leukemia (B-cell ALL) at just 11 months old. After his diagnosis, Isaac immediately needed a blood transfusion before being transported to the IWK. He received cancer treatment for seven weeks while at the IWK, including steroids, chemotherapy, and blood transfusions.

Although his cancer journey is far from over, Isaac and his family remain strong and are incredibly thankful to the IWK and its amazing care team. He is now back home in Fredericton and receiving regular treatment to help keep his cancer in remission.

Thank you for ensuring that the IWK has access to specialized equipment, advanced technology, groundbreaking research and updated care spaces to ensure patients receive world-class care close to home.

Thank you again for choosing to support the IWK. Please know that your generosity will change lives.

Sincerely,

Jennifer Gillivan, ICD.D  
President & CEO

**From:** Brian Tremblett <b.tremblett@cmha.pe.ca>  
**Sent:** Tuesday, January 9, 2024 4:50 PM  
**To:** mayor@kensington.ca  
**Subject:** The Push-Up Challenge CMHA PEI  
**Attachments:** TPUC Workplace Starter Guide[1][3][1].pdf; TPUC Team Tally Sheet[3][1].pdf; TPUC\_Posters CA\_2000 Push Ups 23 Days\_PRINT[6][3][1].pdf

Dear Mayor Caseley,

This is Brian Tremblett from the Canadian Mental Health Association PEI Division. I'm writing to you today to help get the word out on our 1<sup>st</sup> Annual CMHA Push-Up Challenge. For the last 7 years The Push-Up Challenge has been Australia's largest fitness-based mental health event. We are pumped to be able to bring this event to Canada for the very first time in 2024 and we're event more pumped to be positively impacting mental health in PEI.

We are asking that the Town of Kensington consider joining us and thousands of other participants across Canada by participating in the Push-up Challenge happening from **Feb. 1<sup>st</sup> – 23<sup>rd</sup>** and to challenge yourselves to complete **2000 push-ups** – representing **20% of Canadians who will experience a mental illness each year**. Each day of the challenge, you will receive a daily target with a corresponding mental health fact, so you can learn while you push for better mental health. You can substitute push-ups with alternative exercises, or aim for a smaller portion of the target if the full target is too challenging. This is a great way to involve your staff and to focus on their physical and mental well-being for 23 days in February.

Fundraising is an optional part of the event, but we do encourage it. Funds raised will go towards the Canadian Mental Health Association PEI Division to support people living with mental illness, as well as promoting mental health and resilience for all Canadians.

Why take The Push-Up Challenge?

- Get fit and challenge yourself or your group/team
- Learn about mental health
- Feel more connected by being part of something bigger
- Make a difference by helping raise mental health awareness and reduce the stigma.
- Fundraise for CMHA-PEI Division to make an even bigger difference.

Sign up and help make a difference for mental health services in PEI. Register today at [www.thepushupchallenge.ca](http://www.thepushupchallenge.ca) its free to join.

You can find additional resources at <https://www.thepushupchallenge.ca/resources/useful-resources>

We sincerely hope you and your group can join us on Feb 1<sup>st</sup> as we get ready to #pushforbetter for mental health services in PEI. Attached is the Workplace Starter Guide, Poster and a Team Tally Sheet that will give you an idea of the progress for the 23 days. It's a big challenge, but your efforts can make a big difference.

Approximately 4,500 Canadians tragically lose their lives to suicide each year. With your help we can make a difference, and ultimately reduce the number of Canadians who are affected by mental ill-health. Because every Canadian deserves to feel well.

If you have any questions please don't hesitate to reach out to me at my contact information below. Looking forward to having you part of the challenge on Feb 1<sup>st</sup>.

Thank you,  
Brian

**Brian Tremblett** (He/Him)  
*Fund Development Coordinator*  
Canadian Mental Health Association, PEI Division  
178 Fitzroy Street, Charlottetown PE C1A 7L9  
Phone: 902-628-3668  
Cell: 709-424-7901  
Email: [b.tremblett@cmha.pe.ca](mailto:b.tremblett@cmha.pe.ca)  
DONATE NOW at: <http://www.pei.cmha.ca>  
Visit our Facebook: [CMHA PEI | Charlottetown PE | Facebook](#)



*Please note this email is not monitored 24/7. If you are in crisis or require immediate attention, please call the PEI Mental Health and Addictions 24/7 access line at 1-833-553-6983 or go to the nearest Emergency Room.*





# WORKPLACE STARTER GUIDE



Canadian Mental  
Health Association



# WELCOME TO THE PUSH-UP CHALLENGE

The Push-Up Challenge is a unique, fun way for workplaces to encourage better mental health and wellbeing through connection, physical activity and education.

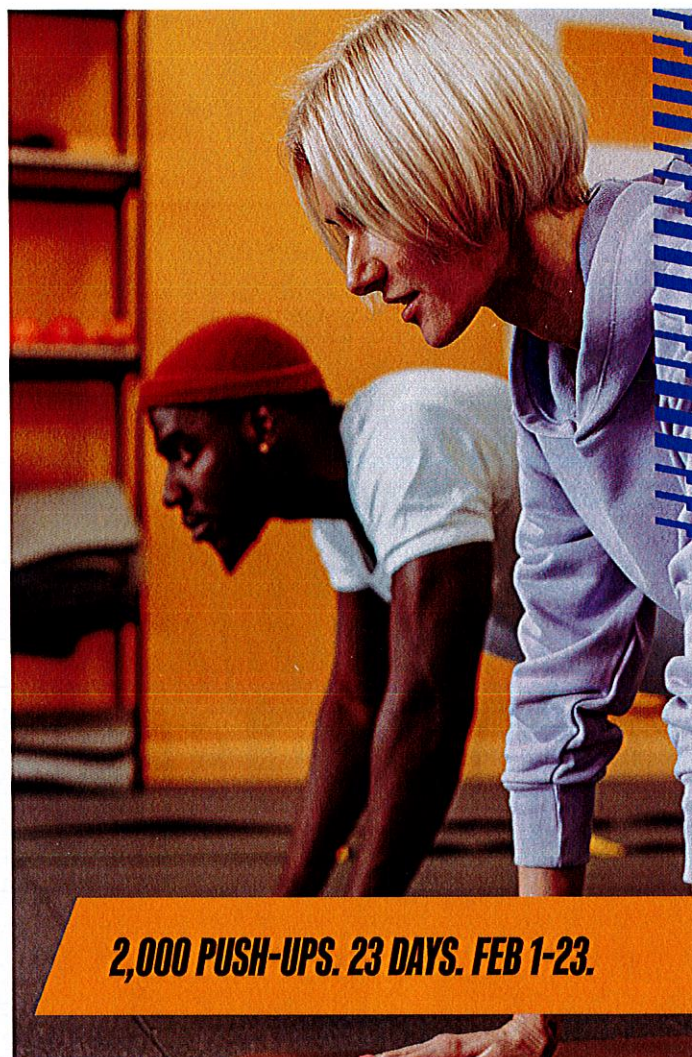
Prioritizing the mental and physical health of your workmates will be one of the best things your workplace can do this year.

#### About the event:

- Participants will sign up to do 2,000 push-ups from 1-23 Feb 2024, putting a spotlight on the 20% of Canadians who will experience a mental illness each year.
- We share an important mental health fact each day of the challenge, and this shapes the daily push-up target.
- There is a free mobile app which makes it easy to log your push-ups, check the daily target and see how your workmates are going.
- It's completely free for you and your workmates.
- Alternative exercises and smaller targets are welcome.

This guide will help you to engage your workplace in the challenge. The aim is to get as many team members involved as possible so they can learn about mental health, feel more connected to the team, improve their physical and mental health, and help raise funds for CMHA (if you want to).

We look forward to having you join us and thousands of other Canadians in the #pushforbetter mental health.



**2,000 PUSH-UPS. 23 DAYS. FEB 1-23.**

# HOW TO SIGN UP

Anyone can sign up to participate in TPUC as an Individual, as part of a Team, or as part of a Community. Most workplaces will have a Team at the very least, or multiple teams which form a Community.

## COMMUNITY

This is a collection of teams. This is great for large workplaces. You can have as many Teams as you like in a community.

## TEAM

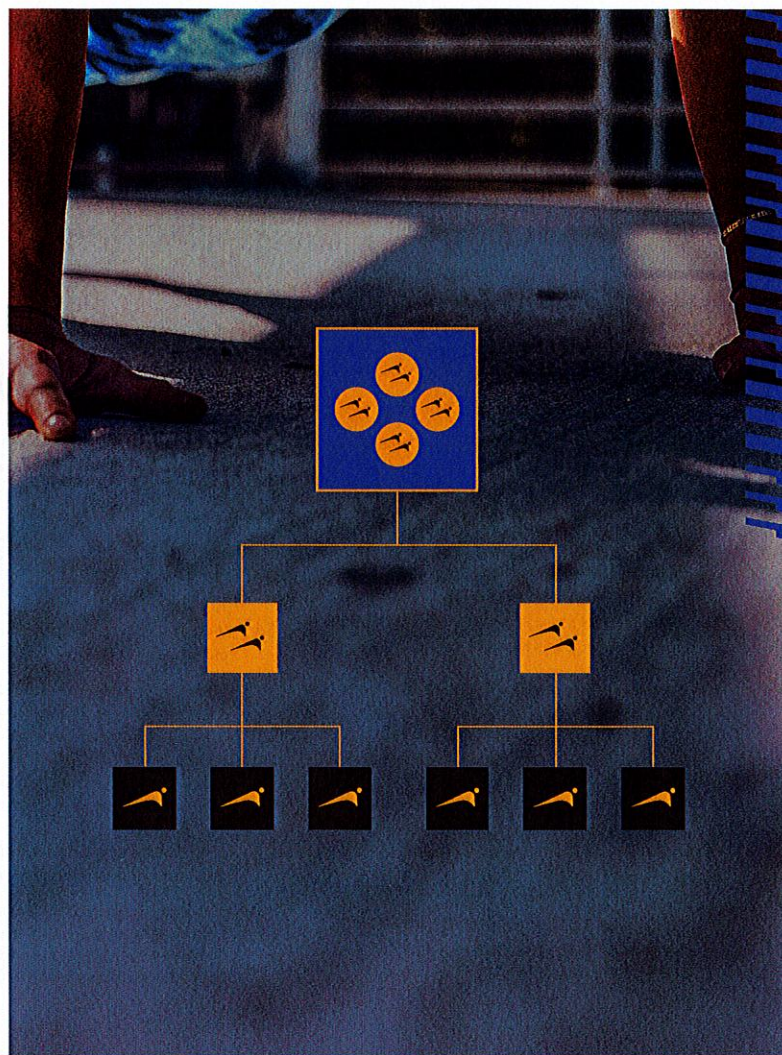
This is a collection of individuals. We recommend a maximum of 10 workmates per Team.

## INDIVIDUAL

To participate, your Team members will register as individuals and join your Team/Community as part of the registration process.

Once you have decided whether your workplace will participate as a Team or a Community, you simply **register online** and create a Team or Community on behalf of your workplace.

Once you have created your Team or Community, you will receive a link to invite your workmates to join your Team or Community.



# HOW TO PARTICIPATE IN TPUC LIKE A PRO



Canadian Mental  
Health Association

Use this handy checklist to keep your workplace on track.

## BEFORE THE EVENT

- Register your workplace as a Team/ Community.
- Invite all the branches/ offices/ team members within your workplace to join you. Shout it from the rooftops, via email, and at your next team meeting.  
  
**Pro tip:** Elect Team Captains and encourage a friendly rivalry between different areas of your workplace. You could even organise prizes for the top-performing individuals or teams for a little extra motivation.
- Update your office TV screen or screensavers to a **TPUC Screen Display**.
- Print and display **TPUC posters** in common areas.
- Post on your workplace's social media pages to spread the word about your participation in the event using one of the **TPUC social media tiles** on the website.
- Send a reminder to all your team members to register and **download the App** before the Challenge begins on Feb 1.

## DURING THE EVENT (FEB 1-23)

- Encourage each Team Captain to print and display a **Push-Ups Tally Poster** in the office to track progress.
- Print and display a **Push-Up Station poster** in each office, so team members can push-up together in a designated space.
- Organize a fundraiser in your workplace, like a **morning tea or raffle**.  
  
**Pro tip:** If your workplace has signed up as a Community, why not empower each of your Team Captains to organize a fundraiser?
- Encourage team members to share their fundraising page link with friends and family to help raise funds.
- Share your involvement on social media to spread mental health awareness and raise more funds.  
  
**Pro tip:** Encourage your team members to submit creative push-up photos with your product, service or logo in the photo to use on social media. You could even offer a prize for the best photo.

## AFTER THE EVENT

- Thank your team for taking part. Let them know how much you raised as a workplace, and celebrate your awesome collective achievement!
- Share your final fundraising amount on social media to celebrate the impact you've made on mental health in Canada.





Canadian Mental  
Health Association

## ANY QUESTIONS?

Check out our FAQs: [www.thepushupchallenge.ca/faqs](http://www.thepushupchallenge.ca/faqs)

Get in touch with your local CMHA Branch to find out more.

  @pushforbetterCA





# THE PUSH-UP CHALLENGE

## TEAM PUSH-UP TALLY



Thanks for being a part of The Push-Up Challenge for 2024.  
Track your team's progress below. Good luck!

DAY	DATE	FULL	TEAM MEMBER NAME							
1	Thu, 1 Feb	49								
2	Fri, 2 Feb	54								
3	Sat, 3 Feb	55								
4	Sun, 4 Feb	REST								
5	Mon, 5 Feb	50								
6	Tue, 6 Feb	60								
7	Wed, 7 Feb	63								
8	Thu, 8 Feb	76								
9	Fri, 9 Feb	84								
10	Sat, 10 Feb	100								
11	Sun, 11 Feb	REST								
12	Mon, 12 Feb	75								
13	Tue, 13 Feb	99								
14	Wed, 14 Feb	118								
15	Thu, 15 Feb	120								
16	Fri, 16 Feb	130								
17	Sat, 17 Feb	177								
18	Sun, 18 Feb	REST								
19	Mon, 19 Feb	87								
20	Tue, 20 Feb	140								
21	Wed, 21 Feb	150								
22	Thu, 22 Feb	153								
23	Fri, 23 Feb	160								
TOTAL		2,000								

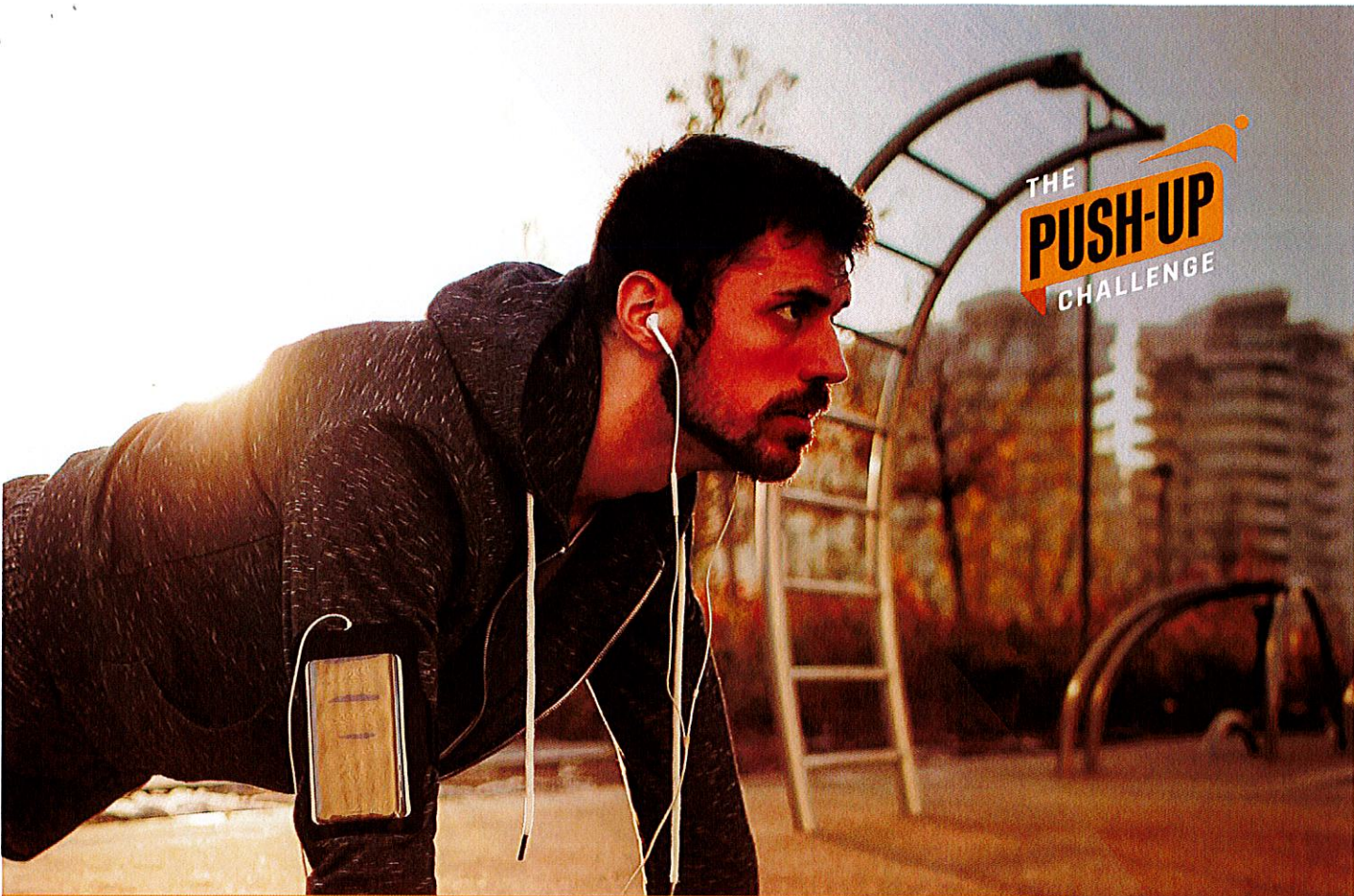
2,000 PUSH-UPS. 1-23 FEB.



Canadian Mental Health Association

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





THE  
**PUSH-UP**  
CHALLENGE

# 2,000 PUSH-UPS. 23 DAYS. LET'S DO THIS.

Take on the challenge from  
February 1 - 23 and put the  
spotlight on mental health.

**SIGN UP NOW**  
Follow us @PushforbetterCA



Canadian Mental  
Health Association

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



**From:** Municipal Affairs Division <municipalaffairs@gov.pe.ca>  
**Sent:** Friday, January 19, 2024 1:44 PM  
**To:** cao@kensington.ca  
**Subject:** Municipal Affairs January 2024 Newsletter

[View this email in your browser](#)



Dear Geoffrey,

Warmest thoughts and best wishes for a Happy New Year! Wishing you a safe and prosperous 2024.

Congratulations to Danny Jenkins, former Manager of Municipal Affairs, on accepting a position with the City of Charlottetown. Danny brings many years of experience to the City, and we wish him all the best in this new role. Danny's last day at Municipal Affairs was Friday, January 12th, 2024.

In this e-newsletter:

- [Upcoming Deadlines](#)
- [Code of Conduct Training for Council Members](#)
- [Changes to the \*Municipal Government Act\*](#)
- [Transfer of Municipal Planning Files](#)
- [Changes to the \*Planning Act\*](#)
- [Emergency Preparedness](#)

- [Reception Centre Resiliency Fund](#)
- [UPEI Survey on the Mental Health Impacts of Post-Tropical Storm Fiona](#)

Municipal Affairs resources can be found here:

[www.princeedwardisland.ca/municipal-governments](http://www.princeedwardisland.ca/municipal-governments)

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### **March 31, 2024**

- Mandatory Code of Conduct Training for all council members.

### **March 31, 2024 - Council Resolution adopting the following financials:**

- 2024-25 Operating Budget
- Capital Budgets
- 5-year Capital Expenditure Plans with Asset Management

### **April 15, 2024**

- Submit financial documents to Municipal Affairs.
- 



Council members have until **March 31, 2024**, to complete the code of conduct training. Council members should have already received their username and password.

The mandatory code of conduct training is available through an online Moodle course. The online course is interactive and easy to access. The training will strengthen elected leaders' knowledge of the code of conduct requirements, help them to address inappropriate behaviour, and increase their understanding of the procedures for filing a formal code of conduct complaint.

Municipal Affairs is able to monitor who has completed the mandatory training. CAOs are expected to report to council any council members who have not completed the training. Any new council members appointed, elected, or re-elected will be required to take the training within 6 months. Please ensure that Municipal Affairs is notified of any new council members.

**Completing the code of conduct training is a requirement of the *Municipal Government Act* code of conduct regulations. Under the regulations members who do not complete the training on time are unable to function as a member of council, and risk being disqualified.**

A member of council who fails or refuses to complete code of conduct training made available to the member within the required time cannot carry out a power, duty or function of council until the training is complete. This includes being deemed absent from a meeting even if that member is physically present and the member will not receive any remuneration.

Please reach out to Municipal Affairs if you have any questions or concerns regarding the code of conduct training, or if you have not received your username and password.

[Link to Code of Conduct Training Module](#)



# Municipal Government Act

Amendment Changes



Amendments to the *Municipal Government Act* received Royal Assent on November 29th, 2023. There are two amendments that will noticeably impact Island municipalities:

## **1) Pause on the requirement to develop new official plans and**

**development bylaws:** Rural Municipalities that did not have an official plan and development bylaw in place by January 1, 2024 will not be required to provide land use planning services to residents until after PEI's first strategic provincial land use plan is completed. Once completed, the provincial land use plan will provide valuable strategic guidance and principles to municipalities developing and implementing new official plans. The provincial land use plan will provide foundational support to municipalities to effectively develop new official plans and deliver land use planning services for their residents in the future. The provincial land use plan is expected to be completed by 2026.

**2) Expanding absenteeism rules to apply to committee meetings:** Existing rules for absenteeism (absent from three consecutive regularly scheduled meetings of council results in disqualification) will now be applied to committees on which a Council member serves. A councillor who misses three regularly scheduled committee meetings without an approved absence may be disqualified due to their absences.

For a copy of all of the MGA amendments, please click [here](#).

# Transfer of Municipal Planning Files



Over the past year, the Provincial Planning staff have been working alongside Municipal Affairs staff to complete the transfer of municipal planning files. Provincial Planning will now be the point of contact for any new Official Plans and Development/Zoning/Subdivision Bylaws, or amendments to the same documents.

You can email digital copies of the documents to the [landsdivision@gov.pe.ca](mailto:landsdivision@gov.pe.ca), and the paper copies can be delivered to:

31 Gordon Drive  
PO Box 2000  
Charlottetown, PE  
C1A 7N8

We are working on updating our [handbook](#) and the [checklist](#) to provide clarification and assistance to municipalities through the adoption and amendment process. We are aiming to improve efficiency in how the municipal planning files are processed, and you are encouraged to reach out to Megan Williams ([mrwilliams@gov.pe.ca](mailto:mrwilliams@gov.pe.ca)) if you have any suggestions for what to include in the guidelines or if you have any questions or comments in general.

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## Planning Act

*Amendment Changes*



An amendment to the *Planning Act* was passed in the Legislative Assembly on June 21, 2023, and was proclaimed on November 25, 2023, that provides governments, both provincial and municipal, with the authority to issue orders, summary offense tickets and/or fines in the event an entity is not in compliance with the Act.

Additionally, the Legislative Assembly passed an *Act to Amend the Planning Act (No. 2)* that better defines persons or groups who can appeal decisions in relation to development permits, approvals of subdivisions, resort developments or change of use applications. These amendments are expected to reduce wait times for these important decisions. This amendment was proclaimed on November 29th, 2023.

Both Bills can be found here: [Bills | Legislative Assembly](#)

The *Planning Act* governs provincial and municipal planning including how land is used, what structures are permitted within what zones, and development in coastal areas. Further regulatory changes regarding measures such as accessory dwellings, open space requirements, and minimum development standards are also being considered.

[An Act to Amend the Planning Act](#)



Heavy rain, sustained winds, storm surge, flooding, and power outages are all things that can be expected during a hurricane or winter storm.

The Provincial Emergency Management Organization (EMO) wants to remind everyone to be prepared, and the best response to these events is proper emergency planning.

Helpful reminders when planning for an emergency include:

- making a household emergency plan to help everyone know what to do in case of emergency;
- updating your preparedness kits, including extra food, pet supplies, water, masks and hygiene products;
- bringing in or tying down furniture, play equipment, barbeques or anything that can become projectiles in the event of high winds;
- ensuring you have fuel for generators and vehicles, as well as propane for outdoor cooking devices such as barbeques;
- replacing batteries in smoke and carbon monoxide alarms; and
- keeping up with the latest information from reliable sources such as following PEI Government, local media, and law enforcement social media channels.

For more information on how to be prepared for an emergency, visit: [How to be Prepared for an Emergency](#).

Eligible non-profit community groups and municipalities can now take proactive action by accessing provincial funding to purchase and install generators at designated reception centres. For more information, visit [Reception Centre Resiliency Fund](#).

---

**Reception Centre Resiliency  
Fund**



Island not-for-profits and municipalities can access new funding to support community safety and resiliency.

Through the Government of Prince Edward Island's, [Reception Centre Resiliency Fund](#), eligible non-profit community groups and municipalities can access funding for generators to support designated reception centres in their communities. The fund covers up to 80 per cent of the cost of the generator to a maximum of \$50,000.

Organizations wanting to access this fund must be pre-approved by the PEI Emergency Management Organization (EMO) to confirm they meet the requirements and that the funding is for a designated reception centre. Applicants without a reception centre designation will be referred to PEI Public Safety –EMO for guidance in the designation process.

**Who do I contact for more information on becoming a designated reception centre?**

To become a designated reception centre, please contact:

*Emergency Measures Organization - Public Safety Division*

Phone: 902-894-0385

[emo@gov.pe.ca](mailto:emo@gov.pe.ca)

**Who do I contact for more information on the Resiliency Fund?**

To receive an application for funding, please contact the Community Development Officer in your region.

Location	Officer	Phone Number	E-mail
West Prince	Ellen Rennie	902-853-0104	<a href="mailto:emrennie@gov.pe.ca">emrennie@gov.pe.ca</a>
East Prince/Central Queens	Kellie Mulligan	902-887-3975	<a href="mailto:kamulligan@gov.pe.ca">kamulligan@gov.pe.ca</a>
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# The Impact of Hurricane Fiona on Mental Health



## Islanders Asked to Participate in UPEI Study

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While the storm caused millions of dollars in physical damage to the province, what is not known is the impact that it had on Islanders' mental health. Dr. Xander Wang and Dr. Pelin Kinay, of UPEI's School of Climate Change and Adaptation, are hoping to find out through a research study called "Measuring the Psychological Toll of Hurricane Fiona: A Case Study for Islanders on Prince Edward Island."

Drs. Wang and Kinay have launched [a survey](#) and are asking Islanders to participate. The survey is anonymous and takes about five minutes to complete.


For more information about the study, please contact Dr. Kinay at [pkinay@upei.ca](mailto:pkinay@upei.ca) or 902-388-2013

[Link to the UPEI Survey](#)



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