



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

Monday, October 26, 2020 @ 6:30 PM

*55 Victoria Street
Kensington, PEI
C0B 1M0*

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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 – October 26, 2020 – 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 – September 28, 2020**
- 6. Business Arising from Minutes – September 28, 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 - Development Permit Application - 12 Park Road
- 9. Councillor Issues/Inquiries**
- 10. Correspondence**
- 11. In-Camera (Closed Session)** – Three items pursuant to Section 119 (b) & (e) of the *Municipal Government Act*.
- 12. Adjournment**

**Town of Kensington
Committee of Council Meeting
Monday, September 28, 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 Spencer, seconded by Councillor Bernard to approve the agenda for the September 28, 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 Toombs to approve the Committee of Council meeting minutes from June 22, 2020. Unanimously carried.*

6. Business Arising from Minutes

6.1 *Nil*

7. Staff Reports

7.1 CAO's Report

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

7.1.2 Deputy Mayor Pickering complimented the progress of the many projects happening in Town, including the brickwork at the Town Hall, sidewalks and the railyards boardwalk & gazebo.

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Toombs, seconded by Councillor Spencer to recommend to Town Council the adoption of the August 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 Bernard, seconded by Deputy Mayor Pickering to recommend to Town Council the adoption of the August 2020 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.4 Development Permit Summary Report

7.4.1 *Moved by Councillor Toombs, seconded by Deputy Mayor Pickering to receive the September 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 Spencer to recommend to Town Council the approval of the General Bills List for August 2020 in the amount of \$287,236.22. Unanimously carried.*

7.5.2 *Moved by Councillor Toombs, seconded by Councillor Bernard to recommend to Town Council the approval of the Water & Pollution Control Corporation Bills List for August 2020 in the amount of \$9,801.95. Unanimously carried.*

7.6 Summary Income Statement

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

7.7 Credit Union Centre Report

7.7.1 *Moved by Councillor Bernard, seconded by Deputy Mayor Pickering to recommend to Town Council the adoption of the Credit Union Centre Report for August 2020, as prepared by CUC Manager, Robert Wood. Unanimously carried.*

7.7.2 Councillor Toombs recommended that the Credit Union Centre employees could have staff jackets. Mr. Baker will speak with Mr. Wood and evaluate available budget.

7.7.3 Councillor Gallant noted that the eavestroughs outside of the Fitplex entrance requires the elbow attachment. It was also noted that there is ground work and bricks that need to be removed at the northeast corner of the building.

8. New Business

8.1 Capital Borrowing

8.1.1 *Moved by Councillor Toombs, seconded by Councillor Gallant to recommend to Town Council the approval of the following resolution:*

WHEREAS Section 164 of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1. authorizes a Town Council to, by Bylaw, borrow money for capital purchases;

AND WHEREAS Town Council has authorized capital purchases since April of 2020 in the amount of \$160,564.64;

AND WHEREAS Town Council is intent on replacing the roofing and eaves troughing at the sewage treatment plant at an estimated cost of \$10,000.00;

AND WHEREAS it is deemed prudent to borrow the funds to cover the cumulative cost of these capital purchases;

AND WHEREAS the amount to be borrowed will not cause the Town to exceed its legislated debt capacity;

BE IT RESOLVED that the Town of Kensington be empowered to borrow \$170,564.64 from the Scotiabank;

i. repayable in full by Town Council over an amortization period not to exceed 5 years.

ii. at an interest rate of Prime, less 0.3% per annum with interest payable monthly.

iii. advances repayable on demand.

Unanimously carried.

9. Councillor Issues/Inquiries

- 9.1** Deputy Mayor Pickering thanked the Town's public works department for their assistance with the installation of the new John A. Hogg Public Forest signage and encouraged Council members to attend the re-launch on September 29, 2020 at 2:00 pm.
- 9.2** Deputy Mayor Pickering spoke to Council regarding the potential use of the green space located on North Street and inquired if the Town would be interested in working with the Heart of PEI Initiative to investigate options. Council agreed they would welcome the Heart of PEI Initiatives suggestion's for consideration.
- 9.3** Councillor Bernard was contacted regarding a concern of the fire district boundary lines. It was recommended that the concerned individual contact the fire district committee members directly.
- 9.4** Mayor Caseley noted that the surplus Dodge Charger Police Cruiser will be tendered for sale.
- 9.5** Mayor Caseley encouraged Council members who have not previously attended the Basic Emergency Management Course to register for the upcoming sessions on Oct 14 & 21. Members of Council suggested that it would be beneficial if the Office of Public Safety offered the session during a weekend or evenings to accommodate work schedules.
- 9.6** Councillor Spencer addressed his concerns about the use of modified mufflers within Town; Mr. Baker will communicate his concerns with Chief Sutherland.

10. Correspondence

- 10.1** A Thank You letter from the PEI Humane Society for the Towns recent financial donation.

Jason Simmonds excused himself from the Council Chamber at 7:06 pm.

11. In-Camera (Closed Session)

- 11.1** *Moved by Councillor Bernard, seconded by Councillor Toombs to enter into an in-camera session pertaining to two items pursuant to Section 119 (e) of the Municipal Government Act. at 7:07 PM.*
- 11.2** *Moved by Councillor Bernard, seconded by Deputy Mayor Pickering to come out of an in-camera session at 7:38 PM.*

12. Adjournment

12.1 *Moved by Councillor Toombs, seconded by Councillor Spencer to adjourn the meeting at 7:38 pm. Unanimously carried.*

Geoff Baker,
CAO

Rowan Caseley,
Mayor

Town of Kensington		
CAO's Report for Committee of Council - October 2020		
Item #	Project/Task	Status
1	Exempt Staffing Policy	NO UPDATE The exempt staffing policy is still being reviewed by the Mayor and CAO. It will be provided to Town Council in draft form once completed.
2	COVID-19 Pandemic	We continue to implement all facility plans until such time as the Public Health Office advises otherwise. Staff have recently applied for, and were approved, to permit 100 patrons in the stands at the Credit Union Centre.
3	Victoria Street West Sidewalk Replacement	I am informed that construction of the Victoria Street West Storm Sewer project will be at least another month. Councillors will notice that portions of the town's sidewalk have been removed.
4	Official Plan and Zoning Bylaw 5 Year Review	NO UPDATE The Official Plan and Development Control Bylaw review is postponed until such time as the municipal restructuring application has been completed to enable new residents an opportunity to participate in the process.
5	Asset Management	NO UPDATE 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 by approximately two months. I would anticipate that within the next month or so, the (consultant) project will be completed.
6	Railyards/Boardwalk Renovation and Upgrade Project	The Railyards/Boardwalk renovation project is substantially complete. A couple of additions were made to the contract to allow the replacement of the sill along the front of the freight shed and the replacement of the stair bracing at the Gazebo. Some minor deficiencies were noted and rectified by the Contractor. I have requested pricing from the contractor to add a stair to the freight shed boardwalk however no decision has been made to proceed. Additional granular fill will be brought in and placed along the freight shed boardwalk to increase the grade in that area.
7	Investing in Canada Infrastructure Program (ICIP) - Lagoon Upgrades	The desludging portion of the project has been completed. Some additional dredging may be required prior to substantial completion. The settling lagoon water level is being lowered and should be at an appropriate level within the next couple of days to permit berm repair/re-construction. We continue to flow as much wastewater through the UV filtration system as possible with the remainder being pumped directly into the discharge area. The Infrastructure Secretariat were taken on a tour of the project on Friday, October 23rd.
8	2019-2024 Gas Tax Capital Investment Plan	Another re-profiling of the Town's Capital Investment Plan is required. It was originally intended to be brought to the regular October Council meeting however other priorities did not permit this. I have had discussions with the Infrastructure Secretariat and all effort will be made to complete the re-profiling to allow it to be presented at the November regular meeting of Town Council.
9	Emergency Warming/Reception Centre	The warming centre has been officially commissioned. A funding application has been made to the Province to provide \$20,000 in financial support towards the project. We continue to work with the EMO Coordinator to complete the operational guidelines for the facility.
10	Sidewalk Maintenance	The 2020 Sidewalk Maintenance program is substantially complete.
11	Fire Department Rescue Vehicle	It is anticipated the new rescue vehicle will be delivered towards the end of November and commissioned for service by mid-December. Councillors can view progress on the truck through the web link which was provided by email on October 9, 2020.

Item #	Project/Task	Status
12	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. Information will be brought forward to the November regular meeting of Town Council through a discussion on the Gas Tax Capital Investment Plan funds re-profiling.
13	Water and Wastewater Bylaw	NO UPDATE I have begun drafting the required Bylaw to allow the town to operate the water and wastewater system as a department of the town. It will be presented to Town Council for consideration once completed.
14	Kensington Area Soccer Club - Clubhouse	NO UPDATE Construction of the Clubhouse has begun. The foundation has been installed. I continue to work with the Province to provide for a formal agreement for the water and sewer line routing.
15	Municipal Restructuring	The public hearing was on October 15, 2020. IRAC has requested additional information from the Town in the form of 16 additional questions. The additional information requested is significant in nature and will take time to prepare. All effort will be made to submit the required information by Friday, October 30, 2020.
16	Police Study/Service Model Review	The Police Study report is completed in draft form and has been forwarded to all Councillors for review.
17	Senior Centre Paving	The paving of the Seniors Centre has been completed.
18	Investing in Canada Infrastructure Program (ICIP) - Wellfield Upgrades	The new 600mm watermain has been installed, pressure tested, disinfected and is now in service. Landscaping has been completed around the pumphouse as well. Generator pads have been installed at the pumphouse and well #3. We are waiting on the delivery of both generators and automatic transfer switches associated with the project. The gravel driveway at the pumphouse has been constructed. The Infrastructure Secretariat were taken on a tour of the project on Friday, October 23rd.
19	Railyards Garbage Receptacle Area	Commercial Construction have removed the top soil from the grassed area behind the freight shed.
20	Development Control Bylaw Amendment - Third Accessory Structure	The Amendment was given second reading and formal adoption at the October meeting of Town Council. Staff are preparing the amendment for submittal to the Minister of Communities.
21	Water and Sewer Rate Application	NO UPDATE The application to IRAC was submitted on August 13, 2020. It is expected that we will be in a position implement the new rates effective January 1, 2021.
22	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.
23	Utility Trailer - Broadway Street North	I am informed that the utility trailer will be removed by October 24, 2020.
24	Disposal of Police Vehicle	The tender for the disposal of the Dodge Charger Police Cruiser will be completed and advertised the week of October 26th.
25	Vehicle Speeding Issues - Various Areas	I have spoken to the Chief and they are putting additional effort in to curbing speeding in various areas of the town.

SEPTEMBER 2020

The Kensington Fire Department responded to 13 calls during the month of September and the average attendance for the fire calls was 15. Following is the breakdown of calls:

Date	Call Details	Location	# Firefighters	# Trucks
Sept. 2	MVC - single vehicle	Margate	17	2
Sept. 5	Hay bale on fire	New Annan	11	3
Sept. 8	Hazardous chemical leak from truck	Kensington	16	3
Sept. 8	Paddle boarder in distress	Sea View	13	2
Sept. 9	Brush fire	Clermont	19	4
Sept. 11	Vehicle fire	Traveller's Rest	12	2
Sept. 12	Vehicle rollover	Long River	17	3
Sept. 14	Commercial fire alarm	Kensington high school	8	stand down
Sept. 15	Residential fire alarm	Darnley	12	1
Sept. 17	MVC - single vehicle	Freetown	19	2
Sept. 18	Structure fire	Indian River	20	5 (called New London for assistance but cancelled them enroute)
Sept. 19	Clothes dryer fire	Traveller's Rest	14	2
Sept. 20	MVC	New Annan	18	2

Seven members of KFD and 3 of our trucks participated in a water shuttle exercise with New London, New Glasgow, Kinkora and Rustico fire departments on Sunday, September 6. The exercise was held in New London.

Training was held on September 15 with 22 members in attendance.

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				15	2.75%
Abandon Vehicle									1				1	0.18%
Abduction													0	0.00%
Alarms	1	1	2	5	3	3	2	1	3				21	3.85%
Animal Calls				1			1	1					3	0.55%
Arson													0	0.00%
Assault PO													0	0.00%
Assault with Weapon													0	0.00%
Assaults (Level 1)	3				3	1	2	1	1				11	2.01%
Assistance Calls	10	8	7	8	24	29	29	20	14				149	27.29%
Breach of Peace	1						1						2	0.37%
Breach of Recognizance													0	0.00%
Break and Enter (business)													0	0.00%
Break and Enter (other)													0	0.00%
Break and Enter (residence)	1							1					2	0.37%
Carry concealed weapon													0	0.00%
Child Pornography													0	0.00%
Child Welfare						1							1	0.18%
Coroner's Act						2	1		1				4	0.73%
Crime Prevention													0	0.00%
Criminal Harassment						1		2					3	0.55%
Dangerous Driving		1							3				4	0.73%
Disturbing the Peace	2			1	1	2	3	1					10	1.83%
Dog Act		3	2	1			1	1	1				9	1.65%
Driving while disqualified	1				1	1		1	1				5	0.92%
Drug Charges		1											1	0.18%
Excise Act													0	0.00%
Fail to Comply Probation	1		1										2	0.37%
Fail to comply undertaking	1	1							2				4	0.73%
Fail to remain at scene of accident		1						1					2	0.37%
Family Relations Act					2		3		1				6	1.10%
Fingerprints taken													0	0.00%
Fire Prevention Act	1			1	2	2		2					8	1.47%

Police Department Occurrence Report Summary 2020														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Firearm Act													0	0.00%
Forcible confinement													0	0.00%
Fraud				2		2	2						6	1.10%
Harrassing Phone Calls		1	1				1	1					4	0.73%
Impaired Driver	1		1		3	1	4	2	4				16	2.93%
Information Files	1	2	2			2			1				8	1.47%
Injury Accidents													0	0.00%
Liquor Offences		2	1	1									4	0.73%
Litter Act													0	0.00%
Lost and Found	1				2	2	4	1	2				12	2.20%
Luring Minors						1							1	0.18%
Mental Health Act	2	1			1	2	1	1					8	1.47%
Mischief	2		1	1	2	2	1		2				11	2.01%
Motor Vehicle Accidents	3	1	2			6	1	1	1				15	2.75%
Motor Vehicle Act	3	4	1	2	8	7	7	4	7				43	7.88%
Municipal Bylaws		1		1		1	9	2	1				15	2.75%
Off Road Vehicle Act		1		1		1	1		1				5	0.92%
Other Criminal Code													0	0.00%
Person Reported Missing													0	0.00%
Possession of restricted weapon													0	0.00%
Property Check	1			1									2	0.37%
Resist Arrest													0	0.00%
Roadside Suspensions													0	0.00%
Robbery													0	0.00%
Sexual Assaults / Interference	1							1					2	0.37%
STEP (Integrated Traffic Enforcement)													0	0.00%
Sudden Death													0	0.00%
Suspicious Persons / Vehicle	2	1	3	1		1		4	2				14	2.56%
Theft Of Motor Vehicle													0	0.00%
Theft Over \$5000													0	0.00%
Theft Under \$5000		3	1	2	2	2	5	2					17	3.11%
Traffic Offences													0	0.00%
Trespass Act							2	1	2				5	0.92%

[illegible]

Police Report September 2020

KPS received 3 false alarms during the month.

Sept 4 @ 0420hrs – Frosty Treat, member did not attend.

Sept 7 @ 1522hrs – Pine Acres RV, member did not attend.

Sept 26 @ 0725hrs – Ktown Auto, member did not attend.

Please note on the police report the number of assistance calls includes 1 call that is COVID 19 related.

Sept assistance to other agencies

Sept 5 – Chtown robbery file

Sept 6 – RCMP intoxicated male

Sept 11 – RCMP bridge assistance Health Act

Sept 12 – RCMP mva

Sept 20- RCMP impaired driver

Sept 20 – RCMP impaired driver

Sept 28 – RCMP impaired driver

Year To Date Approved Development Permits Summary Report
2020

Development Permit Category	January	February	March	April	May	June	July	August	September	October	November	December		Total	
Addition Industrial						1								1	
Addition Residential additions/alterations								1						1	
Addition Residential Deck/Fence/Pools						1								1	
Demolition								1						1	
New Commercial								1						1	
New Institutional		1												1	
New Multi-unit Family Dwelling				1										1	
New Residential Accessory Structure		1	1		2	3		2	2					11	
New Residential Deck/Fence/Pools						1	1	1	1					4	
New Semi Detached Dwelling							1							1	
New Single Family Dwelling		1			2		1	1		1				6	
Other Commercial	1	1												2	
Renovation Commercial						1								1	
Renovation Residential Deck/Fence/Pools						1	1							2	
Total:						1	1							34	

Total Estimated Construction Value
\$70,000.00
\$300.00
\$3,500.00
\$5,000.00
\$3,500.00
\$220,000.00
\$1,947,000.00
\$46,300.00
\$14,500.00
\$400,000.00
\$1,487,500.00
\$10,700.00
\$2,000.00
\$19,000.00
\$4,229,300.00

DEVELOPMENT PERMITS REPORT

For the period October 10, 2020 to October 23, 2020

Permit Number	Date Permit Issued	PID	Applicant's Name & Address	Telephone Number	Permit Status	Work Type	Type of Construction		Value	Estimated Start	Estimated Finish
			Property Address								
Single Family Dwelling											
34-20	10/14/2020	79673	Thomas Blackett - 1392 Marks Road		Approved	New	Single Family Dwelling		\$120,000.00	11/01/2020	04/01/2020
			33 School Street				Description:	Construct new single family dwelling			

Sub Total: \$120,000.00

Total: \$120,000.00



Mailing Address:
55 Victoria Street E
PO Box 418
Kensington, PE
COB 1M0

Tel: 902-836-3781
Fax: 902-836-3741
Email: townmanager@townofkensington.com
Website: www.kensington.ca

For Office Use Only	
Permit #:	
Date Received:	Oct 5 /20
Date Approved:	Oct 14/20
PEI Planning:	
Permit Fee: \$	200.00 <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 33 School St Property Tax Number (PID): 79673
Lot No.: _____ Subdivision Name _____ Current Zoning: R1

Are there any existing structures on the property?: ☒ No ☐ Yes, please describe:

To be subdivided.

Land Purchased from Gail Duguay Year Purchased 2020

Location of Development	Property Size	
<input type="checkbox"/> North <input type="checkbox"/> East	Road Frontage <u>72</u>	Acreage _____
<input type="checkbox"/> South <input type="checkbox"/> West	Property Depth <u>100</u>	Area sq. ft. <u>7200</u>

2. Contact Information

APPLICANT Name: Thomas Blackett Address: 1392 marks Road
Phone: 303-2965 Cell: _____ Long River
Email: ThomasBlackett67@gmail.com Postal Code: COB 1M0

Same as Above: ☐

Name: _____ Address: _____

OWNER Phone: _____ Cell: _____

Email: _____ Postal Code: _____

CONTRACTOR, ARCHITECT OR ENGINEER Name: Thomas Blackett Address: _____
Phone: 303-2965 Cell: _____
Email: _____ Postal Code: _____

3. Infrastructure Components

Water Supply ☒ Municipal ☐ Private

Sewage System ☒ Municipal ☐ Private

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

4. Development Description

☒ New Building ☐ Renovate Existing ☐ Addition ☐ Demolition ☐ Other _____

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

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

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
<u>1</u>	<u>2</u>	<u>1</u>	Width <u>28</u> Length <u>58</u>

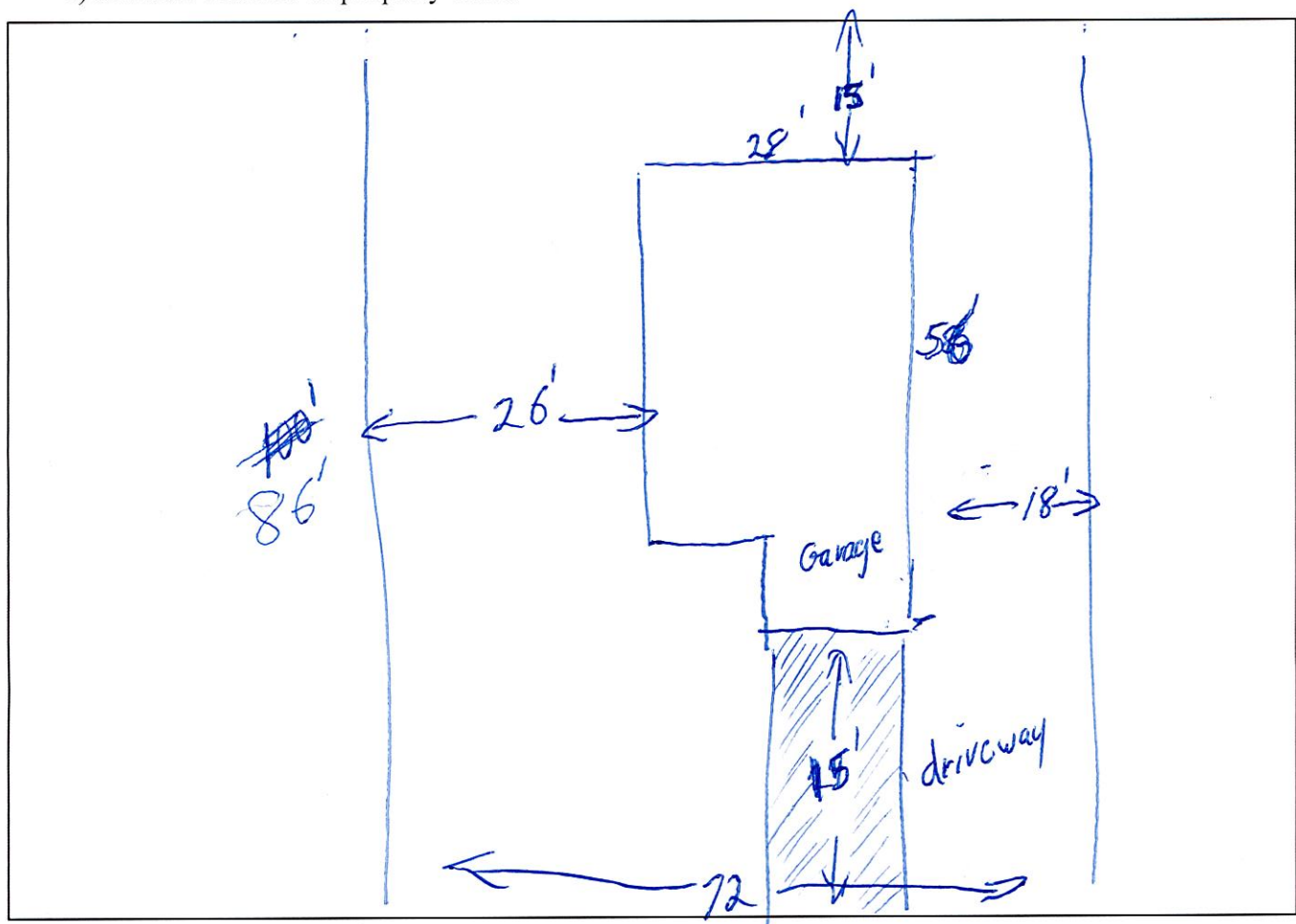
Detailed Project Description: Single Family Home with garage
JEFF Baker Has The Planes

Estimated Value of Construction (not including land cost): 120,000

Projected Start Date: Nov 1 2020 Projected Date of Completion: April 1 2020

Please provide a diagram of proposed construction:

- a) Draw boundaries of your lot.
- b) Show existing and proposed buildings.
- c) Indicate the distance between buildings.
- d) Show location of driveway.
- e) Indicate distance to property lines.



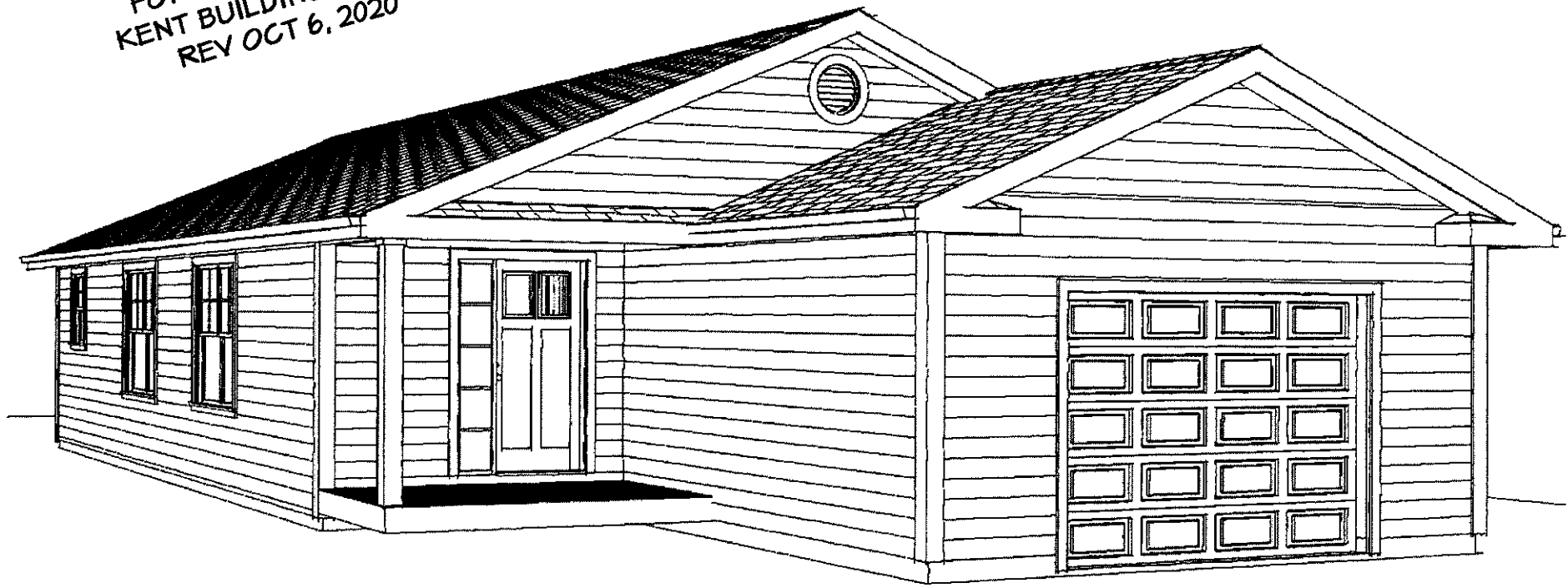
I DO SOLEMNLY DECLARE & CERTIFY:

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

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

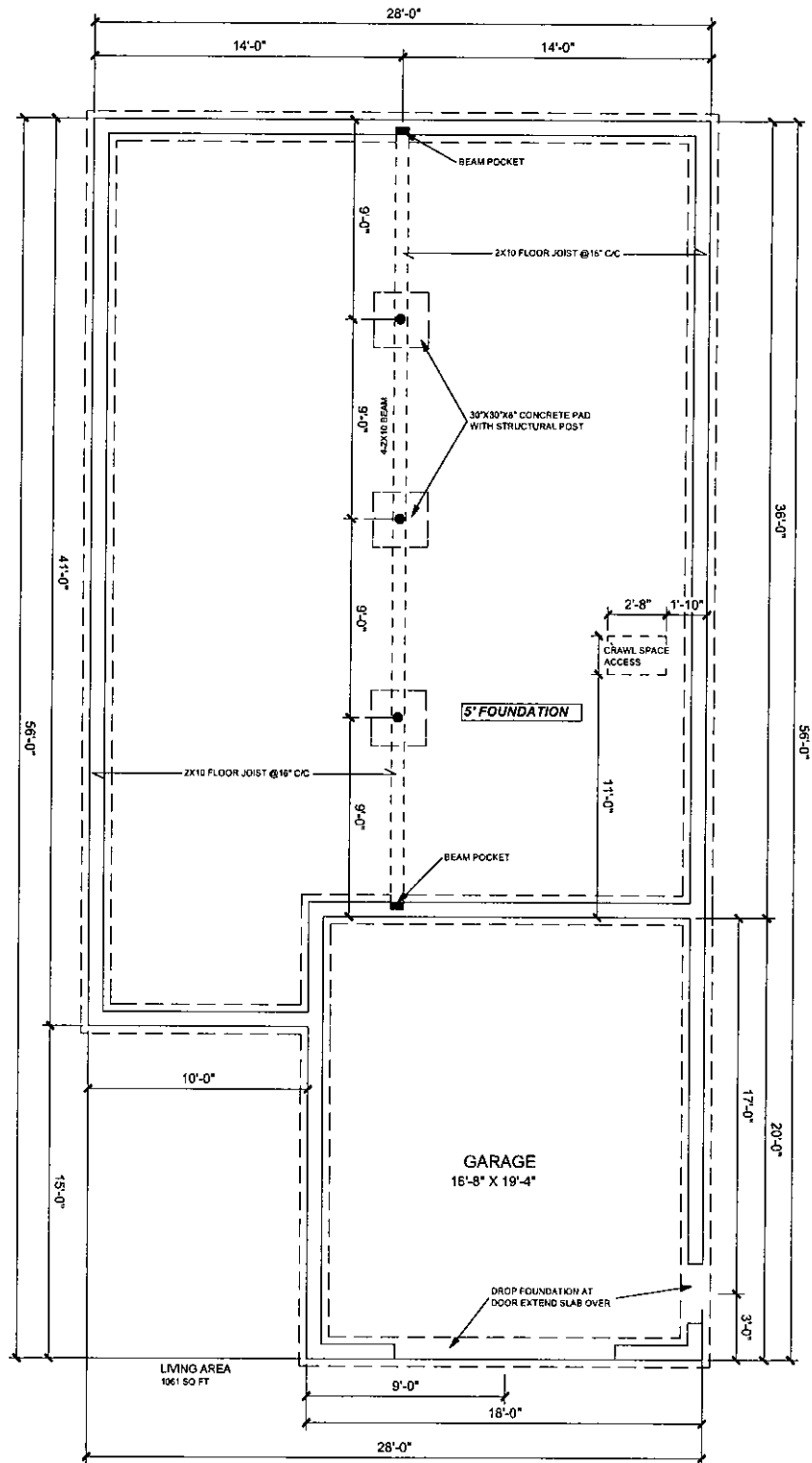
Signature of Applicant [Signature] Date: Oct 1 2020

FINAL PLAN
FOR CONSTRUCTION
KENT BUILDING SUPPLY
REV OCT 6, 2020



**THOMAS BLACKETT
2 BEDROOM BUNGALOW
SCHOOL STREET, KENSINGTON, PEI**





A-3

SHEET:

JAB

DRAWN BY

10/6/2020

DATE:

DRAWINGS PROVIDED BY

KENT BUILDING SUPPLY
SUMMERSIDE, PEI

PROJECT DESCRIPTION

THOMAS BLACKETT
2 BEDROOM BUNGALOW

SHEET TITLE

FOUNDATION PLAN





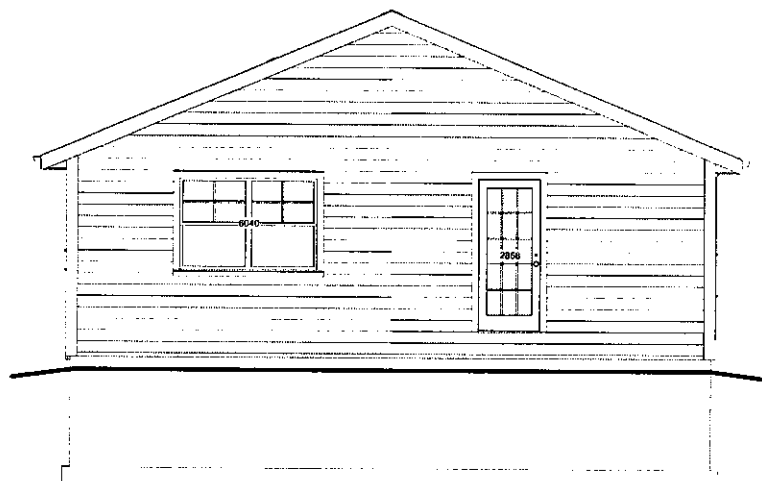
SUMMERSIDE 436-4291

THIS PLAN IS THE PROPERTY OF
KENT BUILDING SUPPLY
AND IS FOR ITS EXCLUSIVE USE

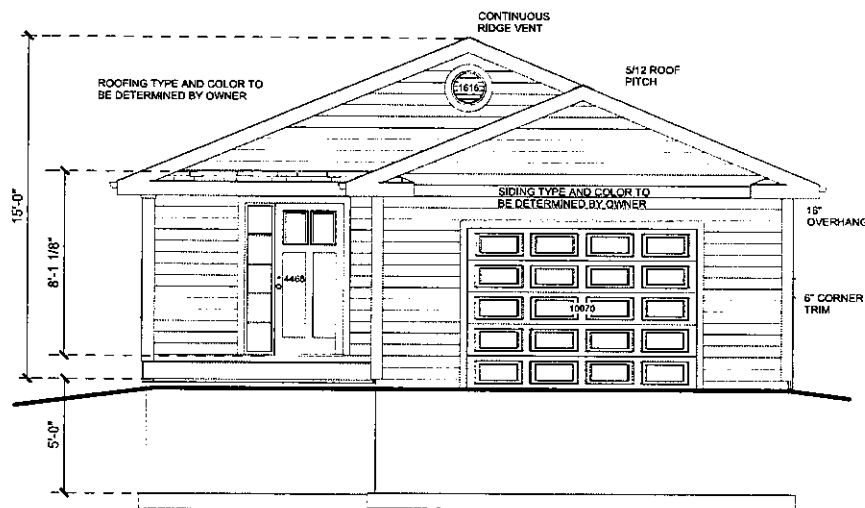
THIS DRAWING IS INTENDED AS A
GUIDE ONLY. THE FINAL CHOICE
AND USE OF MATERIALS, METHODS
AND DETAILS OF CONSTRUCTION IS
THE RESPONSIBILITY OF THE
OWNER AND/OR CONTRACTOR.
THE KENT ORGANIZATION
ACCEPTS NO RESPONSIBILITY FOR
THE ACCURACY OF THESE
PRELIMINARY DRAWINGS.

ALL CONSTRUCTION TO BE IN
ACCORDANCE WITH THE 2010
NATIONAL BUILDING CODE OF
CANADA AND ALL ASSOCIATED
DOCUMENTS.

1. FRAMING LUMBER (BEAMS, LINTELS, JOISTS) TO BE No. 1 & 2 SPRUCE UNLESS OTHERWISE INDICATED.
2. ALL LINTELS TO BE TWO 2"x10" UNLESS OTHERWISE NOTED.
3. SUPPLIER SHALL DETERMINE DIMENSIONS OF ANY LAMINATED BEAMS SHOWN ON PLAN.
4. DIMENSIONS OF STEEL BEAMS, WHERE INDICATED, SHALL BE DETERMINED BY AN ENGINEER.
5. MOISTURE RESISTANT GYPSUM TO BE USED AROUND ALL SHOWERS AND TUBS.
6. BASEMENT WINDOWS BELOW GRADE WILL BE PROTECTED BY GALVANIZED STEEL WINDOW WELLS WITH COVERS.
7. WRITTEN DIMENSIONS ALWAYS TAKE PRECEDENCE OVER SCALE MEASUREMENTS.
8. ASSUMED SOIL PRESSURE OF 3000 P.S.F.
9. ALL CONCRETE TO BEAR ON FIRM, NATURAL, UNDISTURBED SOIL.
10. CONCRETE COMPRESSIVE STRENGTH AFTER 28 DAYS TO BE:
 - WALLS NOT EXPOSED TO WEATHER= 2500 psi
 - WALLS EXPOSED TO WEATHER= 3000 psi
 - PORCHES, STEP, GARAGE SLABS, ETC.= 3500 psi
11. ALL FOOTINGS ARE TO BE BELOW FROST LEVEL AND BE MIN. 8"x18" THICK. ALL FOUNDATION WALLS ARE TO BE 8" THICK UNLESS SPECIFIED FOR BRICK VENEER.
12. ALL INTERIOR DOORS ARE THE SIZE INDICATED AND HOLLOW CORE UNLESS OTHERWISE NOTED. ALL EXTERIOR DOORS ARE INSULATED STEEL UNLESS OTHERWISE NOTED.



BACK ELEVATION



FRONT ELEVATION



ELEVATIONS
NOTES

PROJECT DESCRIPTION
THOMAS BLACKETT
2 BEDROOM BUNGALOW

DRAWINGS PROVIDED BY
KENT BUILDING SUPPLY
SUMMERSIDE, PEI

DATE:

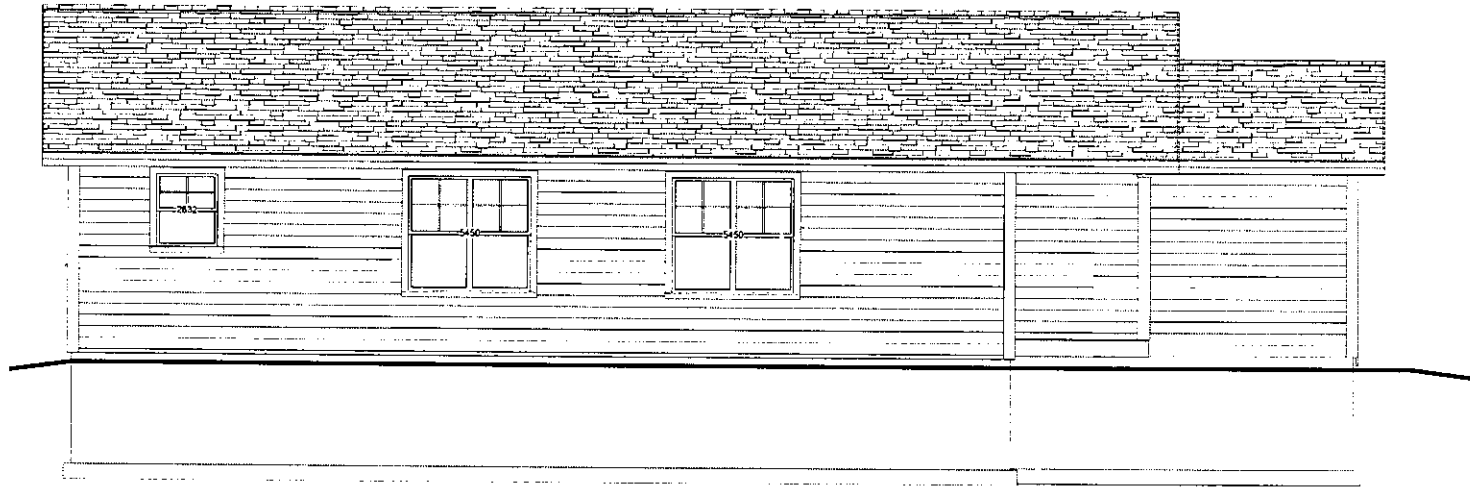
10/16/2020

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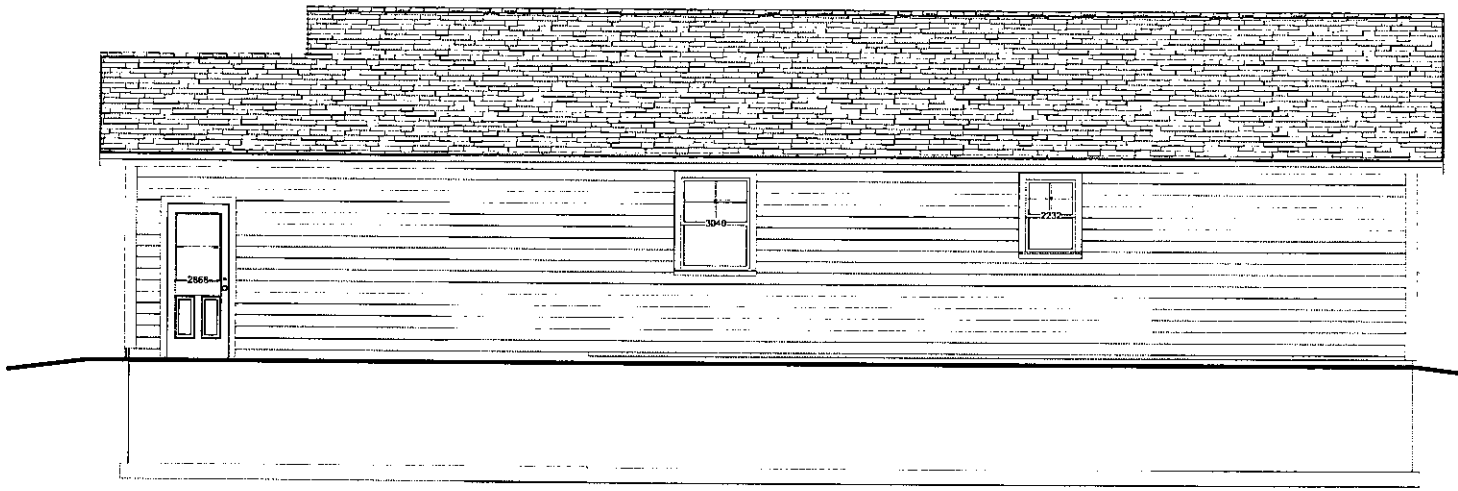
JAB

SHEET:

A-4



RIGHT ELEVATION



LEFT ELEVATION



ELEVATIONS
DETAILS

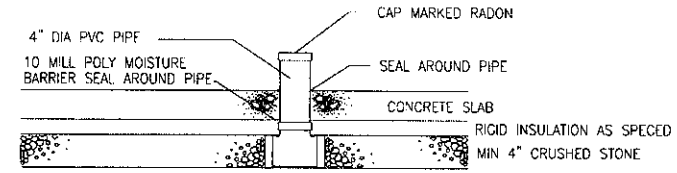
PROJECT DESCRIPTION
THOMAS BLACKETT
2 BEDROOM BUNGALOW

DRAWINGS PROVIDED BY
KENT BUILDING SUPPLY
SUMMERSIDE, PEI

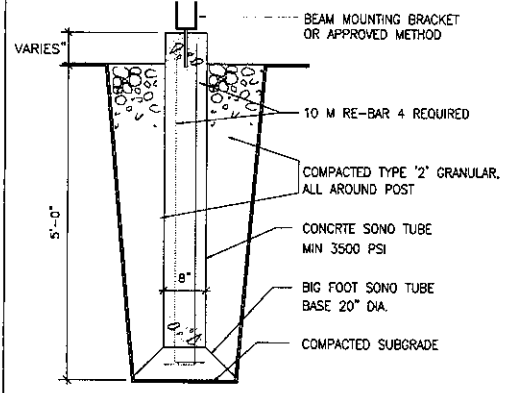
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10/16/2020

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A-5

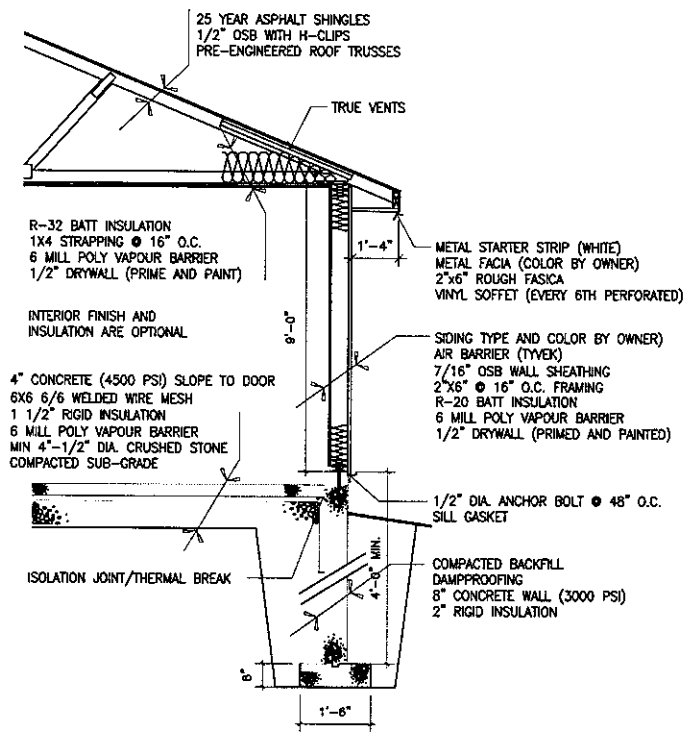


ALL PENETRATIONS THROUGH MOISTURE BARRIER TO BE SEALED TO BE LOCATED ON SITE
ROUGH-IN RADON GAS DEPRESSURIZATION SYSTEM



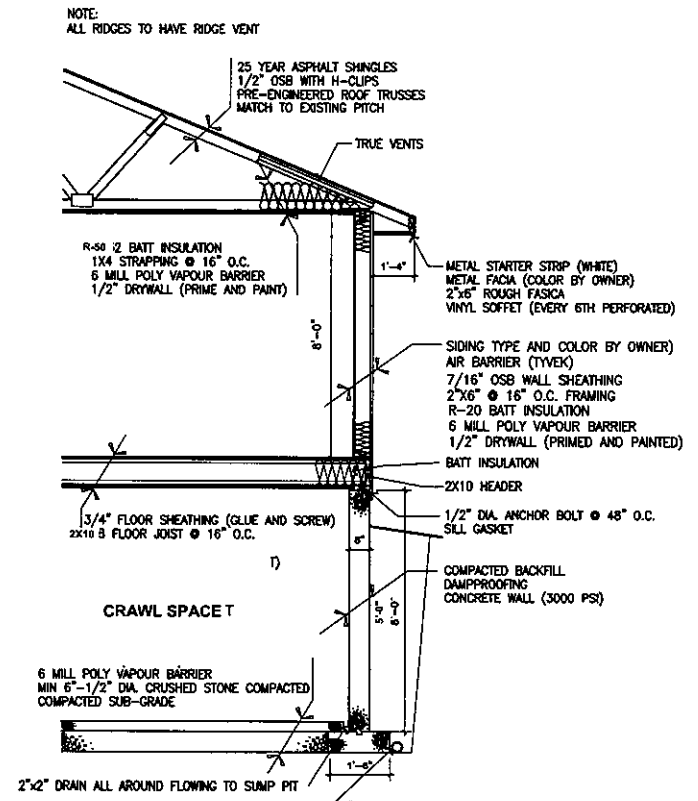
PIER FOUNDATION

scale N.T.S.



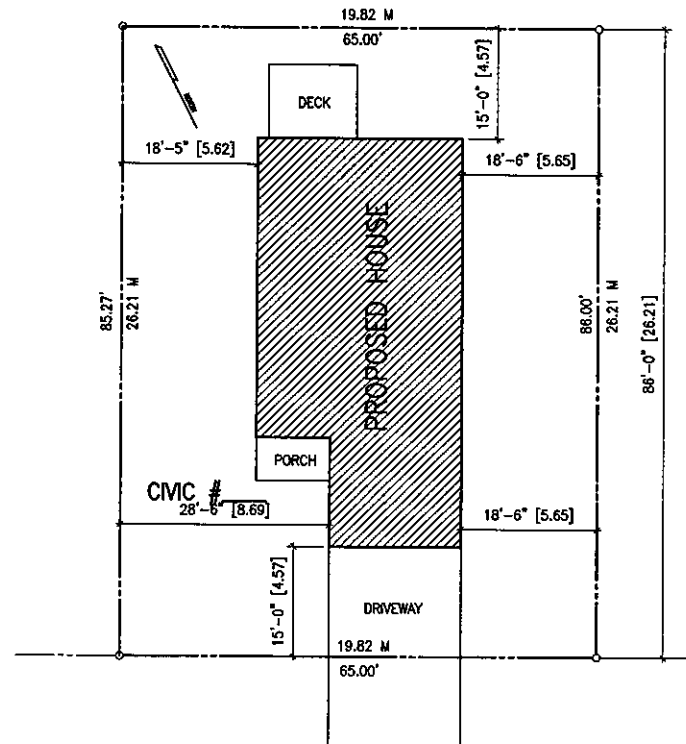
WALL SECTION 'B' (GARAGE)

scale NTS



WALL SECTION 'A' (HOUSE)

scale NTS



SITE PLAN

THOMAS BLACKETTE BUNGALOW

SCHOOL STREET

S-1

CENTERLINE OF ROAD

SCALE 1:200

Entrance Way Installation Work Order

to Thomas Elmer Blackett of Long Rivers

is to authorize that an Entrance Way is to be **constructed** to serve Property Number _____

School Street Road in the Community of Kensington

ance with the *Roads Act*, RSPEI 1988. The entrance way shall be constructed or extended to a width

_____ metres and shall be located _____ metres north, south, east, west

_____ boundary.

8, 2020 Authorized by Joe Beard Building Permit No. _____

_____ Cheque No. _____ Contact Person Thomas Blackett Phone 30

nt Yellow - TIE Pink - TIE Golden

Town of Kensington Bills List September 2020

A1 - Vacuums	386801	\$316.58
Amalgamated Dairies Limited	5020233004 CUC JANITOR SUPPLIES	\$728.75
Andrew Griffin	SEPT 2020 RRSP	\$510.68
Bell Mobility	2-394513	\$201.25
Brenda MacIsaac	SEPT 2020 RRSP	\$295.56
Brotech Services	1196 POL PHONE REPAIR	\$108.30
Canadian Union of Public Employees	SEPT 2020 UNION DUES	\$455.91
D. W. Mechanical	1786	\$120.75
Eastlink	13262481	\$104.59
Eastlink	13433299	\$23.00
Eastlink	13432521	\$757.29
Eastlink	13566040	\$104.59
Eastlink	13509645	\$145.94
Eastlink	13433038	\$97.69
Elizabeth Hubley	SEPT 2020 RENT	\$805.00
Friends & Flowers	SEPT 9, 2020 RIBBON	\$34.50
Geoff Baker	SEPT 2020 MILEAGE	\$301.74
HMS Office Supplies Ltd	789127	\$156.11
Holland College	541956 POL UNIFORM	\$229.99
Irving Oil	33580642	\$182.66
Irving Oil	33602388	\$588.65
Irving Oil	522543	\$102.03
Irving Oil	746259	\$582.55
Irving Oil	33608985	\$640.97
Irving Oil	321526	\$46.55
Irving Oil	33615935	\$467.36
Irving Oil	6319	\$143.54
Irving Oil	441132	\$145.48
Irving Oil	438200	\$90.31
Irving Oil	534965	\$253.73
Irving Oil	438605	\$56.51
Irving Oil	440483	\$63.22

Irving Oil	625437	\$133.98
Island First Aid Service	12557	\$46.00
Jet Ice	111123 CUC-ICE PAINT	\$1,101.56
Kensington Metal Products Inc.	52938 BOB CAT REPAIR	\$465.70
Kensington Metal Products Inc.	53074 EMERGENCY SHELTER	\$895.08
Kent Building Supplies	1294446	\$57.48
Kent Building Supplies	1296502	\$22.40
Kent Building Supplies	1296307	\$25.74
Kent Building Supplies	1298091	\$49.63
Kent Building Supplies	1300381	\$37.34
Kent Building Supplies	1300761	\$47.14
Kent Building Supplies	1301243	\$200.57
Kent Building Supplies	1301553	\$9.18
Kent Building Supplies	1301589	\$7.66
Ketchum Manufacturing Inc	422435	\$100.02
K'Town Auto Parts	308985	\$42.88
K'Town Auto Parts	310005	\$40.88
K'Town Auto Parts	311355	\$6.37
Kensington & Area Chamber of Commerce	HOPEI2020-0001	\$4,138.27
Kwik Kopy	192725 PO BOOKS	\$363.95
Lewis Sutherland	SEPT 2020 RRSP	\$655.52
Maritime Electric	25GARDBALLSIGNSEPT20	\$185.54
Maritime Electric	PUB WORKS SEPT20	\$91.66
Maritime Electric	CAR CHARGE SEPT20	\$32.12
Maritime Electric	TRAIN STN SEPT20	\$1,062.73
Maritime Electric	KINDERG SEPT20	\$80.28
Maritime Electric	SHWR RM SEPT20	\$737.85
Maritime Electric	RADAR SEPT20	\$105.13
Maritime Electric	CUCSIGN SEPT20	\$185.54
Maritime Electric	CAN/BALLFIELD SEPT20	\$32.52
Maritime Electric	55 VICTSEPT20	\$1,630.44
Maritime Electric	RINK SEPT20	\$6,239.51
Maritime Electric	LIBRARY SEPT20	\$87.79
Maritime Electric	ART CO-OP SEPT 2020	\$368.01

Maritime Electric	STREET LIGHT SEPT 20	\$2,821.32
Maritime Electric	FIRE HALL SEPT 2020	\$461.48
Malpeque Bay Credit Union	SEPT 2020 RRSP	\$1,368.28
Medacom Atlantic Inc	12048	\$251.16
Minister of Finance	319617 POL RADIO RENEWAL	\$3,864.00
MJS Marketing & Promotions	2705008	\$51.75
Murphy's Kensington	09182020	\$68.98
Orkin Canada	2164171	\$28.75
Orkin Canada	2164174	\$73.03
Orkin Canada	2178784	\$44.28
PEI Humane Society	DONATION	\$51.00
Pitney Bowes	3201518240	\$194.55
Pitney Works	SEPT 2020	\$2,300.00
Presidia Security Consulting	600857	\$6,840.00
Princess Auto	1204118	\$50.58
Rowan Caseley	RC EXP SEPT20	\$108.10
Mikes Independent	IND20200908	\$11.80
Scotia Securities	SEPT 2020 RRSP	\$458.64
Scotiabank Visa	SEPT 2020 KIDS HELP	\$50.00
Scotiabank Visa	SEPT 2020 ZOOM	\$23.00
Scotiabank Visa	CANADA POST	\$20.90
Sherry's Heating Service	2743	\$149.50
Spence Communications and Custom Lighting	1707 FIRE VEHICLE	\$505.95
Spring Valley Building Centre Ltd	217001	\$170.78
Spring Valley Building Centre Ltd	217327	\$34.16
Spring Valley Building Centre Ltd	217527	\$136.62
Staples	550503-3695	\$361.96
Suncor Energy Products Partnership	SEPT 2020	\$716.32
Telus	SEPT 2020	\$982.10
Tessa MacKinnon	SEPT 2020 EXP	\$145.29
Therese Warren	118274 VEH REPAIR	\$102.09
TnT... Marketing Inc	3047 PW TRAINING	\$719.50
Uline	7141683	\$259.96
Uline	7218126	\$417.80

Vail's Fabric Services Ltd.	360428	\$215.46
Workers Compensation Board of PEI	SEPT 2020	\$6,862.26
Yellow Pages Group	1191349	\$17.65
Subtotal		<u>\$59,087.25</u>
Payroll		\$82,751.25
Campbell's Concrete Ltd	260090 LIFT STATION PUMP REPAIR	\$5,277.58
Creative Gardening	1123 TOWN HALL PAVERS	\$25,748.50
JL Gasfitters	505 RGI-REPLACE FRYER GAS LINES	\$1,410.33
Mid Isle Electric	9500 RGI-LED FIXTURES	\$8,029.07
Spartan Fitness	327468 RGI-FITPLEX EQUIPMENT	\$14,745.86
T & K Fire Safety Equipment Ltd	257475 RGI-GAS EXTINGUISHER SYSTEM	\$2,070.00
Uline	7359014 RGI-CANTEEN TABLES & CHAIRS	\$1,912.04
Uline	7039311 RGI-CROWD CONTROL BARRIERS	\$897.15
WSP Canada Inc	0951120 ICIP-LAGOON REPAIRS	\$7,201.88
WSP Canada Inc	0951132 ICIP-WELLFIELD UPGRADES	\$12,795.60
Subtotal Capital		<u>\$80,088.01</u>
Total Bills		<u>\$221,926.51</u>

Water and Pollution Control Corporation Bills List September 2020

AGAT Laboratories	20738688E LAGOON SAMPLES	\$1,695.10
Aliant	7885225	\$138.46
Kensington Country Store	2810114457	\$113.75
Maritime Electric	28STEW SEWERTREAT	\$1,008.01
Maritime Electric	INDPK WATERTOWER	\$126.20
Maritime Electric	PUMP EAST#2	\$304.82
Maritime Electric	PUMP WEST#1	\$624.66
Maritime Electric	23WOOD PUMPCNTBLDG	\$62.80
Maritime Electric	21PLEAS ADDLIFTSTN	\$183.71
Maritime Electric	19 VICT SEWER PUMP	\$105.27
Maritime Electric	RT 101 WELL#3	\$673.84
Minister of Finance	200903032 WATER ANALYSIS	\$460.00
Toombs Plumbing & Heating Ltd	64034 LIFT STN CONNECTING PUMP	\$592.25
Total W&S Bills		\$6,088.87

TOWN OF KENSINGTON

Income Statement Comparison of Actual to Budget for September 2020

	Current Month			Year to Date				
GENERAL REVENUE	Actual	Budget	Variance	Actual	YTD Budget	Variance	Annual Budget	% Full Year
General Revenues	\$120,384.44	\$91,422.00	\$28,962.44	\$593,378.81	\$564,080.00	\$29,298.81	\$1,118,772.00	53%
Police Service	\$1,504.75	\$3,000.00	-\$1,495.25	\$38,880.92	\$21,000.00	\$17,880.92	\$42,700.00	91%
Town Hall Rent	\$8,580.27	\$8,150.00	\$430.27	\$51,287.75	\$48,700.00	\$2,587.75	\$96,100.00	53%
Recreation	\$0.00	\$0.00	\$0.00	\$6,660.00	\$4,500.00	\$2,160.00	\$4,500.00	148%
Sales of Service	\$29,961.29	\$32,000.00	-\$2,038.71	\$105,670.26	\$234,200.00	-\$128,529.74	\$457,200.00	23%
Subtotal Revenue	\$160,430.75	\$134,572.00	\$25,858.75	\$795,877.74	\$872,480.00	-\$76,602.26	\$1,719,272.00	46%
GENERAL EXPENSES								
Town Hall	\$9,755.96	\$11,630.00	-\$1,874.04	\$80,120.95	\$78,135.00	\$1,985.95	\$158,660.00	50%
General Town	\$40,362.00	\$32,362.00	\$8,000.00	\$272,910.58	\$288,385.00	-\$15,474.42	\$544,852.00	50%
Police Department	\$38,260.38	\$44,311.00	-\$6,050.62	\$262,228.19	\$266,902.00	-\$4,673.81	\$539,259.00	49%
Public Works	\$6,870.75	\$7,910.00	-\$1,039.25	\$47,107.21	\$81,634.00	-\$34,526.79	\$152,275.00	31%
Train Station	\$2,443.57	\$3,235.00	-\$791.43	\$19,958.57	\$19,865.00	\$93.57	\$39,560.00	50%
Recreation & Park	\$4,075.41	\$4,900.00	-\$824.59	\$36,885.15	\$60,005.00	-\$23,119.85	\$74,785.00	49%
Sales of Service	\$8,216.45	\$11,480.00	-\$3,263.55	\$39,189.86	\$77,610.00	-\$38,420.14	\$156,740.00	25%
Business Park	\$3,542.78	\$4,418.00	-\$875.22	\$21,905.50	\$26,508.00	-\$4,602.50	\$53,016.00	41%
Subtotal Expenses	\$113,527.30	\$120,246.00	-\$6,718.70	\$780,306.01	\$899,044.00	-\$118,737.99	\$1,719,147.00	44%
Net Income (Deficit)	\$46,903.45	\$14,326.00	\$32,577.45	\$15,571.73	-\$26,564.00	\$42,135.73		
Credit Union Centre								
Credit Union Centre Revenue	\$44,890.91	\$38,200.00	\$6,690.91	\$94,040.80	\$161,300.00	-\$67,259.20	\$386,200.00	24%
Credit Union Centre Expenses	\$22,875.05	\$35,919.00	-\$13,043.95	\$143,302.02	\$173,898.00	-\$30,595.98	\$382,796.00	37%
Net Income (Deficit)	\$22,015.86	\$2,281.00	\$19,734.86	-\$49,261.22	-\$12,598.00	-\$36,663.22		
Fire Department								
Fire Revenues	\$23,557.00	\$23,557.00	\$0.00	\$141,342.00	\$141,342.00	\$0.00	\$282,684.00	50%
Fire Department Expenses	\$17,882.16	\$19,365.00	-\$1,482.84	\$112,141.98	\$120,040.00	-\$7,898.02	\$282,680.00	40%
Net Income (Deficit)	\$5,674.84	\$4,192.00	\$1,482.84	\$29,200.02	\$21,302.00	\$7,898.02		
Consolidated Net Income (Deficit)	\$74,594.15	\$20,799.00	\$53,795.15	-\$4,489.47	-\$17,860.00	\$13,370.53		
							\$3,533.00	
Water and Pollution Control Corporation								
Water & Sewer Revenue	\$52,277.48	\$51,497.00	\$780.48	\$307,572.08	\$308,982.00	-\$1,409.92	\$622,059.00	49%
Water & Sewer Expenses	\$52,285.69	\$56,455.00	-\$4,169.31	\$328,221.20	\$348,530.00	-\$20,308.80	\$688,160.00	48%
Water & Sewer Net Income (Deficit)	-\$8.21	-\$4,958.00	\$4,949.79	-\$20,649.12	-\$39,548.00	\$18,898.88		
							-\$66,101.00	

TOWN OF KENSINGTON – MEMORANDUM

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

September 2020

I have been appointed by Mayor Caseley to represent the Town of Kensington on the Central PEI Community Navigator Pilot Project Steering Committee. The pilot project is owned by CBDC and funded by ACOA and the Province of PEI.

The general purpose of the program is to help newcomers feel welcome in the Central PEI region. Our first Steering Committee meeting was held on Tuesday, September 22, 2020 in Central Badeque. A copy of the minutes from that meeting are circulated with this report. Further information on the pilot project can be found at

<https://www.cbdc.ca/en/programs/pei-community-navigators>

Fitplex

- Hours of operation are 6:00 am – 9:00 pm daily.
- Treadmill and Air Rower machines arrived in late September and have replaced two older pieces of cardio equipment.

Arena

- Ice Plant start-up was on September 11, 2020. Rentals began on September 20, 2020.
- Plant maintenance and work approved through the Rural Growth Initiative funding was completed on schedule.

- Chief Public Health Office (CPHO) approved the following for the opening of the rink facility:

The CPHO is providing prior approval, pursuant to 17 (b)(i) of the Chief Public Health Officer's [COVID-19 Prevention and Self-Isolation Order](#) in effect on 17 September 2020, for your organized gathering to be more than 50 persons, up to a maximum of two cohorts (one on the ice and one in the dressing room).

CUC main entrance is used as the entrance when users arrive and the exit is at the side of the building by dressing rooms. Time restrictions allow for our two cohorts to not cross paths when arriving and departing and has worked well to this point.

***Use of the stands at this point is not allowed until an entrance and exit plan with dedicated washrooms can be accomplished or restrictions ease. - *This has been updated since the initial drafting of this report to include up to 100 patrons in the stands – further information in this regard will be provided as part of my October report.* ***

- Vipers and Wild plan on starting league games in early November.

Kensington Cash

September 3	208.00
September 10	214.00
September 17	222.00
September 24	<u>216.00</u>
	\$860.00

Ball Fields

- Kensington Minor Ball started to play a new Fall Ball League which will run from September through October.
- Kensington Recreational League wrapped up their regular season and began playoffs in September which will continue in to October.

Senior Center

- Sewing Classes are on Tuesday, Wednesdays and Saturdays

Central Community PEI Navigator

- See attached minutes

MEETING NOTES

Central PEI Community Navigator

Steering Committee Meeting

Held on Tuesday, September 22, 2020

PEIBWA Rural Business Women's Centre, Central Bedeque



Rev. Pix Butt | Margate United Church / Malpeque United Church

Bill Drost | Resort Municipality of Stanley Bridge, Hope River, Bayview, Cavendish and North Rustico

Donna MacLeod | PEI Home & School Federation

Cindy Midgley | Mi'kmaq Confederacy of PEI

Stephanie Moase | Town of North Rustico

Kristen Diane | UPEI Student

Diane Thibeault | Atlantic Beef Products Inc.

Robert Wood | Town of Kensington

Belinda Woods | PEI Association for Newcomers to Canada

Maxine Rennie | CBDC West Prince Ventures (Executive Director & Project Lead)

Scott Smith | CBDC West Prince Ventures (Western PEI Community Navigator)

Peggy Miles | CBDC West Prince Ventures (Central PEI Community Navigator)

Regrets:

Kellie Mulligan | Fisheries and Communities - Rural Economic Development

Welcome Remarks

Peggy Miles (Central PEI Community Navigator) welcomed everyone to this, the inaugural Steering Committee meeting for the Central PEI Community Navigator Project! Acknowledgement was given that the meeting was being held on unceded Mi'kmaq territory. Brief roundtable introductions from all who were present took place.

Overview of the Project

Maxine Rennie (Executive Director, CBDC West Prince Ventures) shared insights related to how the project began as a pilot in West Prince, as a response to the needs of newcomers in the community. Maxine shared that the project has now been expanded to address rural gaps for newcomers Island-wide.

Best Practices Presentation

Scott Smith (Western PEI Community Navigator) provided a visual presentation of efforts in the last year to: support newcomer residents in Western PEI; work with community stakeholders to build welcoming communities.

Central PEI Project Update

Peggy Miles (Central PEI Community Navigator) shared highlights of the Community Navigator project in Central PEI since it got underway at the end of June 2020. These included the establishment of an office at Kensington Town

Hall, building a network of community stakeholders to support the project, and the creation of promotional platforms to further advance the message of the Community Navigator.

Gaps for new residents were discussed, and Peggy talked about the importance of the community representatives who sit on the Steering Committee, and how they will be able to contribute to solutions for newcomer gaps.

Further, Peggy presented ideas for the committee to build on related to the potential for municipal involvement, collaborations with community organizations and employers, ways to tell the stories of newcomers, opportunities to work with both new and longtime residents to build welcoming communities, and building on the best practices from the Western Community Navigator project (ex. Community School).

Discussion on Ways for Committee Members to Engage:

IDEA / OPPORTUNITY	Gap being bridged	When?	Who's involved?
Training for tourism businesses operated by newcomers in the Cavendish Area	Breaking down communication barriers to position newcomer tourism operators for success	Fall 2020: Bring potential partners together for discussion Spring 2021: Host training session?	Resort Municipality (Bill; CAO Brenda) Tourism Cavendish Beach Central Coastal Tourism Partnership Tourism Industry Association of PEI Community Navigator (Peggy)
Promote our region as a place where you can do global business while working from home, and taking advantage of the lifestyle of PEI	Debunking the idea that work has to be done at a physical place of business (thus expanding opportunities to attract new residents) *Must advocate government for strong infrastructure / internet	Fall 2020 / Winter 2021: Explore: 1) Promotional plan 2) Appropriate partners 3) Advocacy to government	Bill Maxine Community Navigator (Peggy)
Expand transportation opportunities in the Central Region	Challenges for residents and workers to get to the workplace, or to obtain personal services	Fall 2020: Learn more about the transportation initiative from Mi'kmaq Confederacy of PEI & see if there is a fit to get involved	Cindy Community Navigator (Peggy) Others
Initiatives that provide opportunities for cultural exchanges between Islanders	Breaking down a lack of understanding between new and longtime residents	Timeframe TBD: Event or activity featuring Mi'kmaq Elders	Cindy Community Navigator (Peggy)

IDEA / OPPORTUNITY	Gap being bridged	When?	Who's involved?
Initiatives that provide opportunities for cultural exchanges between Islanders	Breaking down a lack of understanding between new and longtime residents	Timeframe TBD: Exploring opportunities for 'radical welcome' Examples: https://www.crc-canada.org/wp-content/uploads/2017/03/7-MOVING-FROM-INVITATION-TO-INCLUSION-TO-RADICAL-WELCOME.pdf	Rev. Pix Community Navigator (Peggy)
Initiatives that provide opportunities for cultural exchanges between Islanders	Breaking down a lack of understanding between new and longtime residents	October 2020: Bring partners together for discussion Holiday Celebrations in North Rustico – include newcomers & their cultures	Stephanie; Marley (?) Kristen Diane Community Navigator (Peggy)
Initiatives that provide opportunities for cultural exchanges between Islanders	Breaking down a lack of understanding between new and longtime residents	January 2021: Hold meeting with Resort Municipality June 2021: Partner with the Resort Municipality in hosting their annual Multi-Cultural Day	Bill / CAO Brenda Community Navigator (Peggy)
Initiatives that provide opportunities for cultural exchanges between Islanders	Breaking down a lack of understanding between new and longtime residents	Fall 2020 or Winter 2021: Public Skating event at the rink in Kensington – include newcomers	Robert Community Navigator (Peggy)
Initiatives that provide opportunities for cultural exchanges between Islanders	Breaking down a lack of understanding between new and longtime residents	Fall 2020: Planning Jan-March 2021: Deliver '10 Countries in 10 Weeks' Community School initiative *Tentative re. COVID ** Possible consideration of online format	Sub-Committee Community Navigator (Peggy)
Initiatives that provide opportunities for cultural exchanges between Islanders	Breaking down a lack of understanding between new and longtime residents	Fall 2020: Planning Feb 2021: Neighbour-To-Neighbour Community Tradeshow & Celebration of Culture (booths featuring the cultures of both new and longtime residents; the various services available in the community) *Tentative re. COVID ** Possible consideration of online format	Sub-Committee Community Navigator (Peggy)

IDEA / OPPORTUNITY	Gap being bridged	When?	Who's involved?
Initiatives that provide opportunities for social inclusion	Addressing the isolation that new people to the community may feel	Timeframe TBD: Colour Run or other community event	Kristen Diane Community Navigator (Peggy)
Initiatives that provide opportunities for social inclusion	Addressing the isolation that new people to the community may feel	Oct. 2020: Kensington Pumpkin Decorating Contest – category for new residents?	Robert / Town Staff Community Navigator (Peggy)
Initiatives that support Employers and Employees	Providing information to workers about available services found in their communities; information exchange between newcomers and longtime residents so that all feel supported & celebrated in the community	Fall 2020? Community Familiarization Tours in Borden-Carleton (could happen in other Central PEI communities too!)	Town of Borden-Carleton Diane Community Navigator (Peggy)
		Diversity & Inclusion Training	Kensington / South Shore Chambers of Commerce PEI Association for Newcomers Community Navigator
		Lunch Room Visits	Community Navigator (Peggy) Employer
		Pledge Walls	Community Navigator (Peggy) Employer
Initiatives that support Students, Educators and Schools	Information exchange between newcomer students/parents and longtime students/parents so that all feel supported & celebrated in the community	Fall 2020: Bring partners together for discussion on possibilities	Donna Home & School Associations Community Navigator (Peggy)
Presentations to Municipal Councils	Working with Municipalities to build on their work to create welcoming communities	Ongoing Fall 2020 / Winter 2021	Community Navigator (Peggy) Maxine

IDEA / OPPORTUNITY	Gap being bridged	When?	Who's involved?
Telling the stories of the new people in our region	Information exchange between newcomers and longtime residents so that all feel supported & celebrated in the community	Fall 2020 / Winter 2021: Current tools: Newsletter Social Media Potential new tools? Videos Podcast Info included in municipal newsletters/websites/social Church bulletins Through school channels New residents as guest speakers	The whole committee! Community Navigator Kristen Diane

Meeting conclusion – it was discussed that the timeframe of the third Tuesday of each month was suitable for meetings of the Steering Committee (10 am).

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				2089
Attendance	1490	1550	700	0	0	872	866	836	934				7248
Day Passes Sold	28	22	10	0	0	6	10	12	20				108
Memberships Sold	42	33	12	0	0	32	36	30	35				220
Monthly Payment Memberships	54	52	51	0	0	40	37	38	40				312
Arena													
Hours Rented	158	169	62	0	0	0	0	0	47				436
Preschool (Free)	3	4	2	0	0	0	0	0	0				9
Adult Skate	3	4	2	0	0	0	0	0	0				9
Donated Ice Time	0	10	0	0	0	0	0	0	0				10
Total Hours Rented	164	187	68	0	0	0	0	0	47				466
Storm Days (no rentals)	4	2	0	0	0	0	0	0	0				6

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: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: DEVELOPEMNT PERMIT – BUILDING BLOCS HOME IMPROVEMENT INC.
DATE: 2020-10-23
ATTACHMENTS: DEVELOPMENT PERMIT APPLICATION

Please see the attached development permit application from Building Blocs Home Improvements Inc. (12 Park Road) to facilitate the construction of a 16 ft x 33 ft addition to their building.

The development permit application was reviewed against the Town's Development Control Bylaw and is found to be in general compliance therewith. The applicant will be required to secure a building permit from the Province of PEI once a development permit is approved by the Town.

Recommendation

That Committee of Council recommend to Town Council the approval of the attached development permit at their regular meeting scheduled for November 9, 2020.



Mailing Address:
55 Victoria Street E
PO Box 418
Kensington, PE
C0B 1M0

Tel: 902-836-3781
Fax: 902-836-3741
Email: townmanager@townofkensington.com
Website: www.kensington.ca

For Office Use Only	
Permit #:	
Date Received:	OCT 21/20
Date Approved:	
PEI Planning:	
Permit Fee: \$	150.00 <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 12 PARK ROAD Property Tax Number (PID): #675124
P-468-2019
Lot No.: 19 Subdivision Name INDUSTRIAL PARK Current Zoning: INDUSTRIAL
Are there any existing structures on the property?: ☐ No ☒ Yes, please describe:

Land Purchased from SPRING VALLEY BUILDING Year Purchased 2019

Location of Development	Property Size
<input type="checkbox"/> North <input type="checkbox"/> East	Road Frontage _____ Acreage _____
<input type="checkbox"/> South <input type="checkbox"/> West	Property Depth _____ Area sq. ft. <u>24,443</u>

(See attached)

2. Contact Information

APPLICANT Name: CLARK WAITE Address: 12 PARK Rd.
Phone: 902-439-1124 Cell: _____ Kensington
Email: buildingbloes.pei@gmail.com Postal Code: C0B 1M0

Same as Above: ☐

OWNER Name: BUILDING BLOES Home Improvements Inc. Address: _____
Phone: _____ Cell: _____
Email: Same Postal Code: _____

CONTRACTOR, ARCHITECT OR ENGINEER Name: BUILDING BLOES Address: _____
Phone: _____ Cell: _____
Email: Same Postal Code: _____

3. Infrastructure Components

Water Supply ☒ Municipal ☐ Private Sewage System ☒ Municipal ☐ Private

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

4. Development Description

☐ New Building ☐ Renovate Existing ☒ Addition ☐ Demolition ☐ Other _____

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

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

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
<u>0</u>	<u>0</u>	<u>0</u>	Width <u>16'</u> Length <u>33'</u>

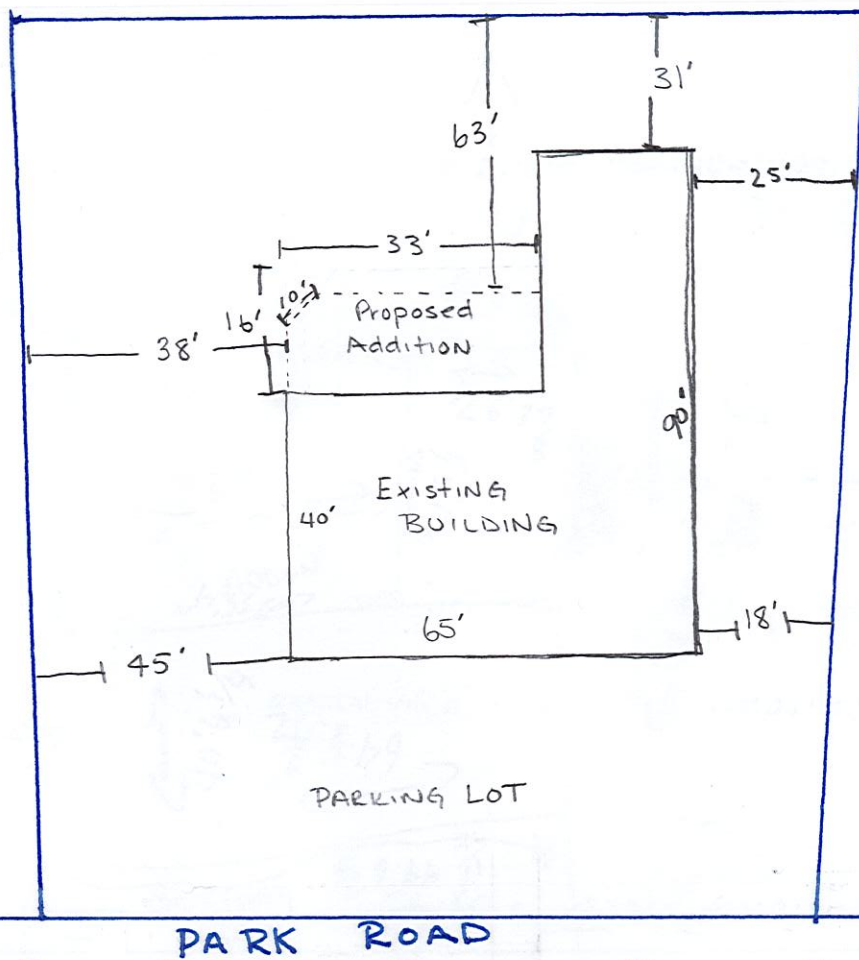
05/15/20
Detailed Project Description: 16'x33' Extension on back of building

120.00
Estimated Value of Construction (not including land cost): \$10,000

Projected Start Date: 10/19/20 Projected Date of Completion: 06/21

Please provide a diagram of proposed construction:

- a) Draw boundaries of your lot. b) Show existing and proposed buildings.
c) Indicate the distance between buildings. d) Show location of driveway.
e) Indicate distance to property lines.



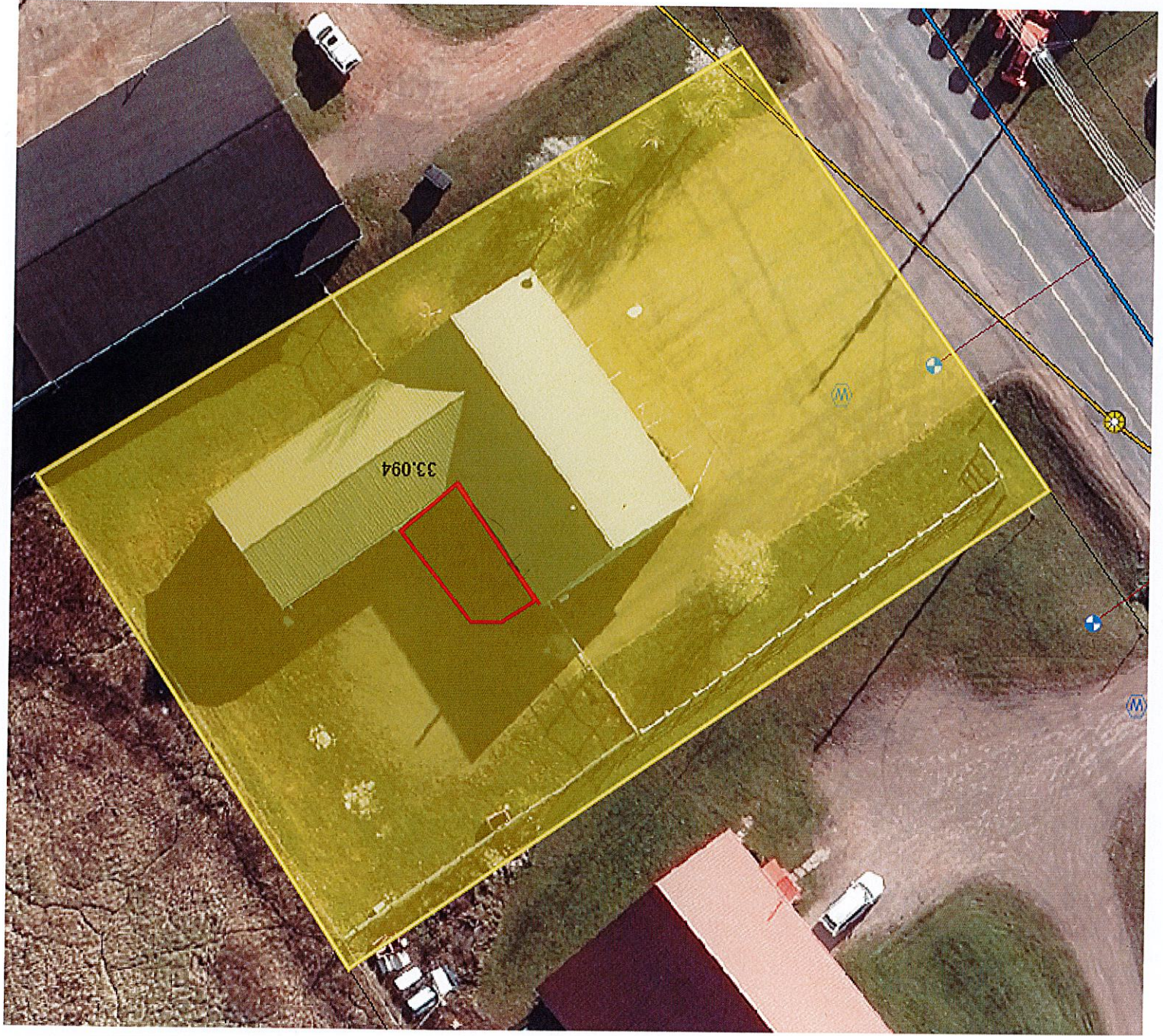
I DO SOLEMNLY DECLARE & CERTIFY:

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

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

Signature of Applicant

Date: OCT 16/2020



Correspondence



Kensington Moose Plumbing & Heating Vipers
1113 Newton Road
Kinkora PE
COB 1N0



Mayor and council,

I write to you today looking for some support / relief. Like a lot of business's, we were affected greatly by Covid-19. The abrupt ending to last season just as playoffs was to begin left us with a tremendous amount of debt. We have always depended on Playoff revenue to help cover our expenses. To add to the burden, we had just started a major fundraiser that was to take place on April 11th. Losing playoffs and the inability to carry out the fundraiser left us with a deficit of approx. 10k. Playoff runs were the norm for the Kensington Vipers. Packed houses during lengthy playoff runs has always assured us of paying the bills and ultimately giving 20+ hockey players a free place to play competitive hockey. Unfortunately, that has changed with the pandemic.

Like other businesses we have had to make some significant changes in how we operate. This year, for the first time ever we have implemented a pay to play. Each player will now be required to pay \$500 to play with the Vipers. With approx. 20 players on the team this fee will just cover last year's debt. We also have had to adjust the budget including reducing equipment expenses as well as not participating in intra provincial play with NB this season.

With the latest information coming down that we can only have 100 fans attend Vipers games this season it has forced us to really consider if we should operate. With only 100 fans being able to attend games (including playoffs) I project that we will lose in excess of 10k once again this year. That is a hard pill to swallow.

This is where I hope you can help. In past years, the Town has supported us with a donation of \$750. I realize things are also tight with you but I am requesting a 1 time only subsidy of \$5000 in ice rentals (instead of a check) to help us survive this year until we can hopefully put more fans in the stands next season. I honestly wish I did not have to ask but with potential sponsorship being down, reduced attendance and debt being carried over from last season we feel we have not many alternatives to survive.

For 20+ years we have flown the Kensington flag with pride. We have always been a well-respected representative of the Town and we hope to continue moving forward. As one of the most successful organizations in Island Hockey history it hurts to be at this point, but we are in survival mode.

I'd like to thank you for consideration on this. If you have any questions please feel free to contact me at any time. I can be reached by text or call at 9024398654 or email at patmciver77@gmail.com

Regards

Pat McIver
Kensington Vipers