



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

Monday, October 24, 2022 @ 6:30 PM

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Kensington, PEI
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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 24, 2022 – 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

- a. Presentation from the PEI ATV Federation (Presentation, letters of support from Heart of PEI, Kensington and Area Chamber of Commerce, and Tignish are circulated with the tentative agenda package).

5. Adoption of Previous Meeting Minutes – June 27, 2022

6. Business Arising from Minutes – June 27, 2022

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 Sewer Utility
- g. Consolidated Summary Income Statement
- h. Credit Union Centre Report

8. New Business

- a. COC Memo - 2022 Exempt Staff Christmas Bonus
- b. COC Memo - Disposal of 2018 Ford Taurus Police Interceptor

9. Councillor Issues/Inquiries

10. Correspondence - Nil

11. In-Camera (Closed Session) – Nil

12. Adjournment

Share The Road - Pilot Project

Town Of Kensington



Peter Mellish
PEI ATV Federation
Sept 26 2022

PEI ATV Federation



Who are we?

The P.E.I. ATV Federation is a Non for profit umbrella organisation advocating for organised, legal, island and safe atv trails.

Our Vision:

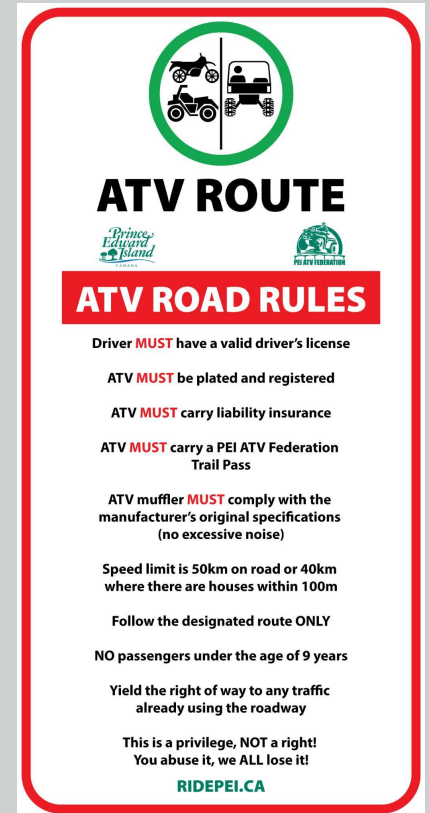
- Is to support Island ATV Clubs in managing a legal interconnecting and sustainable trail system throughout the province of PEI.

Our Mission Statement:

- To be the voice for all things related to ATVing in the province of PEI. To take a leadership role in the collaboration with other trail user groups. To shape the future of our sport and a province wide trail system while supporting local communities & businesses.

Accomplishments

- *Two legislative changes since 2018.*
- *Only trail group on PEI to develop Environmental Code of Practice*
- Full time Executive Director Hired in 2020.
- *3 clubs in 2015 - 9 clubs in 2022.*
- *The only CASI ATV Rider training courses on PEI*
- 13 Pilot Road linking trails agreement signed in 2020.
- 13 Confederation trail crossing lease signed in March 2022.
- Bylaws, Strategic Plan and robust governance model updated in in 2021.
- 2880 trail permits sold in 2021 - *85% in the last 3 years.*



What's Next in 2022-2023

- ATV Trail mapping app " RIDEPEI "- one club at a time.
- Commissioning a community based island wide ATV Tourism Feasibility study - with a 3 year action plan for our sports growth.
- Dirt Road Pilot to began in Spring of 2020 - requesting an additional 50 roads.
- Annual Bike Registration/ Infrastructure Fund 2022.
- Share the Road community access -(Tignish, Abrams Village and Murray River)
- Maximize the 4 season tourism economic development benefits the whole community while respecting all environmental and cultural values.

Partner :Quad Trax ATV Club

- Over 400 trail permit members - one of the top ATV Clubs in PEI
- Over 60 km in trails - Borden to North Granville to Kensington
- establish trails to communities and services.
- Continue Developing experiences with a destinations.
- Requesting 15 + Pilot Roads to connect existing trails in 2022
- This Club is the solution to off trails riding - offering a place to ride legally



Objective

- To obtain access points of services.
- Create a legal, safe trail into the community of Kensington with regulations.
- Increase compliance.
- Engage best practices from other communities experiences with allowing ATV access.
- Increase membership and develop ATV tourism .
- Showcase Kensington as an ATV Friendly community.
- Create a pilot project - Share the Road.



ATV Tourism

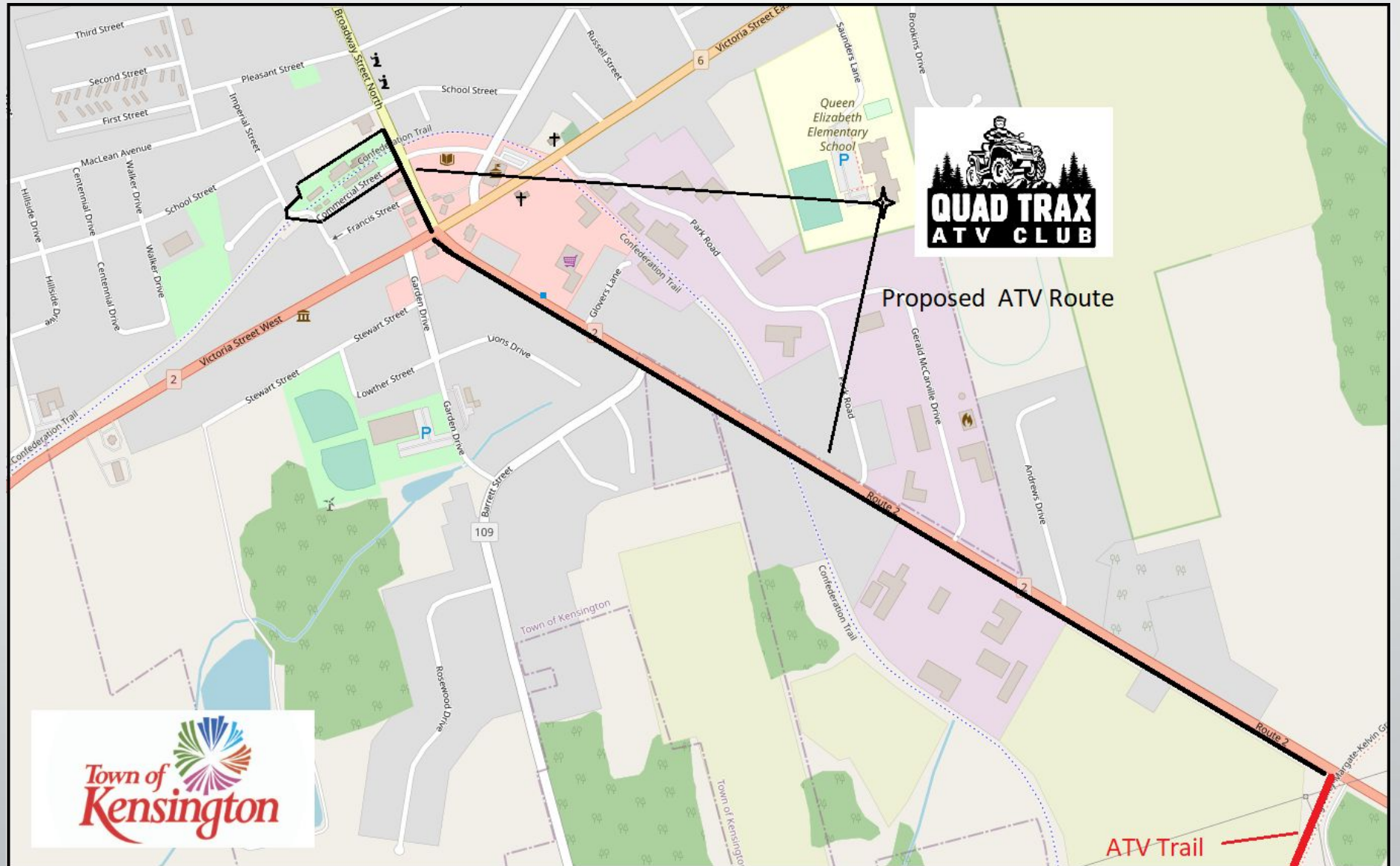
- The Prince Edward Island ATV Federation has commissioned a Provincial ATV Tourism Feasibility study. This study will develop a 3 year action plan to link all the atv clubs as a sustainable tourism experience with a community based approach.
- This study will further develop ATV Tourism as a 4 season Tourism experience utilizing existing infrastructures that are being underutilized. While ensure protection of the environment and its economic sustainability
- ATV use has expanded from an individual experience to one which includes more socially-based, family or group rides with these larger machines that can carry multiple passengers.
- The Value Of Trails workshop hosted in Kensington in March 2022.
- The average atv tourist rider spends \$7500 per year on this activity.
- Motorized trails on PEI contributes over 30 + million dollars to our local economy annually.
- ATV Tourism is PEI's most underdeveloped tourism product.



Possible steps

1. Create a working group from community stakeholders to submit recommendations to council.
2. Develop best practices from other active ATV friendly communities.
3. Identify and agree on streets and route.
4. Online survey for residents and Riders.
5. Presentation to Town council to obtain Councils support.
6. Public consultation if it's the council's wishes
7. Receive a written motion from Town Council in support of proceeding
8. Request the Minister of Transportation to amend the off highway vehicle act.
9. Obtain letter of confirmation from Minister of Transportation (modification of pilot road permit or or approval).
10. Amend the Town of Kensington off highway vehicle regulations.
11. Announce opening date of legal access and identity signage to be installed - install signs.
12. Develop a communication plan to showcase the pilot regulations in PEI's first atv friendly community.
13. Public Meeting with enthusiast and citizens to do some education before opening the streets to ATV'S.

Possible Access Route

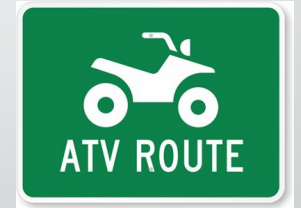


Best Practices

Municipalities in New Brunswick, Nova Scotia
Newfoundland And Ontario do allow access to
communities with great success.

New Brunswick has 18 as of today -with 25
additional request.

- Bathurst
- Sussex
- Beresford
- Blackville
- Belledune
- Caraquet
- Dalhousie
- Edmundston
- Tracadie
- Shediac
- Sackville
- Miramichi



Topics for further discuss

- ATV Clubs take ownership of trails and complaints are less frequent and compliance increases.
- Great resources available from other communities experiences.
- It's all about the experience and creating Kensington as a destination.
- **"If you build it they will come,"** Kevin Costner -Field of dreams.



Notes :



August 4, 2022

PEI ATV Federation
Attn: Peter Mellish

The Board of Directors of the Kensington & Area Chamber of Commerce supports the PEI ATV Federation's proposal to permit the use of ATVs on select portions of provincial roads in the Kensington area.

We believe that the local business community will benefit by having ATV access to community services.

Our support is subject to relevant stakeholders ensuring that proper education, safety and designated routes are in place and suitably advertised.

Thank you,

Tessa Hills
KACC President

Julie Corbett
KACC Executive Director



August 3, 2022

Dear Kensington Town Council Members,

On behalf of the Heart of PEI working committee, please accept this as a letter in support of developing trail strategies and networks for, and with, the PEI ATV Federation, in collaboration with Quad Trax ATV Club, the Town of Kensington and the Kensington and Area Chamber of Commerce.

We are proud of the projects completed to date, including the bilingual Welcome banners in the railyards, Art Installations, Hogg Trail signs, bench, picnic table, the Heart of PEI community signage, fundraising initiatives & events. We want to thank the town for its ongoing support and collaboration on these projects.

The Heart of PEI working committee is made up of volunteers that represent business and tourism operators in the region that are helping to further develop and build tourism in the area. The goal of all Heart of PEI initiatives are to enhance the destination appeal, strengthen authentic and unique experiences, market the area as a destination and increase awareness of product offerings within the region.

Thank you for your consideration for this and other projects that will help in our initiatives.

Don Quarles

Don Quarles
Volunteer Chair, Heart of PEI



Town of Tignish

June 08, 2022

Hon. James Aylward
Minister of Transportation and Infrastructure
Department of Transportation and Infrastructure
3rd Floor, Jones Building
11 Kent Street,
P.O. Box 2000,
Charlottetown, PE C1A 7N8

RE: *ATV TRAIL PILOT PROJECT SUPPORT FOR ROADS ACCESS*

Dear Honorable James Aylward,

The Town of Tignish is writing to you to confirm our strong support for the PEI *ATV Federation / Tignish Sportsman ATV Club's* proposed pilot project to allow for limited ATV use on roads.

We are requesting the PEI off-highway vehicle regulations be amended to facilitate the legal access of ATVs on designated Town Streets. The best practices for sharing the road have been established in 18 + New Brunswick Rural communities with great success.

As a rural community with many ATV owners, we know the importance of working together and see no issues with sharing the roads for them to access their trails. We also would encourage this to increase compliance, the development, and growth of ATV tourism in the future, inviting ATV clubs outside our community and province to come to our area.

Please let us know if you require anything further.

Thank You,

Allan McInnis, Mayor

**Town of Kensington
Committee of Council Meeting
Monday, June 27, 2022
6:30 PM**

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

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

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 June 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 Toombs, seconded by Deputy Mayor Pickering to approve the agenda for June 27, 2022, Committee of Council meeting. Unanimously carried.*

3. Declaration of Conflict of Interest

3.1 Mayor Caseley discussed that Members of the 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 MacRae, seconded by Councillor Toombs to approve the Committee of Council meeting minutes from May 24, 2022. Unanimously carried.*

6. Business Arising from Minutes

6.1 *Nil.*

7. Staff Reports

7.1 CAO's Report

7.1.1 *Moved by Councillor Spencer, seconded by Councillor Toombs to receive and recommend Town Council's approval to adopt the June 2022 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Gallant, seconded by Councillor Spencer to receive and recommend Town Council's approval to adopt the May 2022 Fire Chief's Report as prepared by Fire Chief Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

7.3.1 *Moved by Councillor MacRae, seconded by Councillor Spencer to receive and recommend Town Council's approval to adopt the May 2022 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.4 Development Permit Summary Report

7.4.1 *Moved by Deputy Mayor Pickering, seconded by Councillor Spencer to receive the Development Permit Summary Report for the month of June 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 Spencer to receive and recommend Town Council's approval to adopt the General Bills for May 2022 in the amount of \$184,103.69. Unanimously carried.*

7.5.2 *Moved by Councillor Mann, seconded by Councillor MacRae to receive and recommend Town Council's approval to adopt the Capital Expenditures for May 2022 in the amount of \$10,466.69. Unanimously carried.*

7.5.3 *Moved by Councillor Toombs, seconded by Councillor Mann to receive, and recommend Town Council's approval to adopt the Water & Sewer Utility Bills for May 2022 in the amount of \$10,400.91. Unanimously carried.*

7.6 Summary Income Statement

7.6.1 *Moved by Councillor Mann, seconded by Councillor Spencer to receive and recommend Town Council's approval to adopt the Summary Income Statements for May 2022, as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

7.7 Credit Union Centre Report

7.7.1 *Moved by Councillor MacRae, seconded by Councillor Spencer to receive and recommend Town Council's approval to adopt the Credit Union Centre Report for May 2022, as prepared by CUC Manager, Robert Wood. Unanimously carried.*

8. New Business

8.1 Development Control Bylaw and Official Plan Amendment – PID No. 762559 – Lot B36 Rosewood Drive

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

BE IT RESOLVED THAT Committee of Council recommend that Town Council give first reading and approval of a Development Control Bylaw and Official Plan amendment to formally re-zone PID No. 762559, Lot B36 Rosewood Drive from its current Single Residential (R1) designation to Low-Density Residential (R2), for the purpose of constructing a duplex on the property.

Unanimously carried.

8.2 Development Permit – A&R Adventures Inc.

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

BE IT RESOLVED THAT Committee of Council recommend that Town Council approve a development permit application from A&R Adventures located at 49 Broadway Street N. for the construction of a fire exit landing and stairway.

Unanimously carried.

8.3 Special Permit Use – 61 Broadway Street

8.3.1 *Moved by Councillor Toombs, seconded by Councillor Spencer*

WHEREAS a request has been made by CHANCES to operate a child care facility at 61 Broadway Street N. – PID No. 77974;

AND WHEREAS the General Commercial Zoning designation of the Town's Development Control Bylaw permits Child Care Facilities as a Special Permit Use;

AND WHEREAS staff have evaluated the request against the Town's Development Control Bylaw in consultation with DV8 consulting, and it is found to be in general compliance therewith;

BE IT RESOLVED THAT Committee of Council recommend that Town Council approve a Special Permit Use as requested by CHANCES to operate a child care facility at 61 Broadway Street N. with the following conditions:

- I. Parents/guardians are to be instructed to use the rear parking lot for regular pick up and drop off and signage should be erected on Broadway St should compliance become an issue, at the cost of the property owner.*
- II. A building permit shall be obtained for the change of use to ensure the building meets National Building Code requirements for a Child Care Facility.*

Unanimously carried.

Chief Sutherland joined the Council Chamber at 6:44 pm

9. Councillor Issues/Inquiries

- 9.1** Councillor Mann noted the property located at 105 Victoria Street W. requires maintenance. Mr. Baker will address the issue with the property owner.

10. Correspondence

- 10.1** An email from Linda Somers -Acting Director of Retail Operations and Development with the PEI Liquor Control Commission, requesting the installation of designated parking spaces within the parking lot.

Moved by Councillor Toombs, seconded by Councillor Spencer to deny the request from the PEI Liquor Control Commission to have designated parking spaces within the Kensington Railyards parking lot.

Unanimously carried.

- 10.2** An email from the Kensington Heritage Library announcing the recent increase in hours and staffing.

- 10.3** Kensington & Area Chamber of Commerce Newsletter

Moved by Councillor Toombs, seconded by Councillor MacRae to approve the registration of a 4 person team in the Kensington & Area Chamber of Commerce Golf Tournament on Wednesday, September 21, 2022 in the amount of \$500.00 plus hst.

Unanimously carried.

- 10.4** Chief Sutherland discussed with members of Committee of Council concerns around the ongoing disruption and minor vandalism at the Railyards gazebo and public washrooms. Kensington Police Service will continue to monitor the area and evaluate whether further action is required.

Chief Sutherland excused himself from the Council Chamber at 7:10 pm

11. In-Camera (Closed Session)

- 11.1** One item under Section 119 (1)(d) of the Municipal Government Act

11.1.1 *Moved by Councillor Gallant, seconded by Councillor Spencer to enter into an In-Camera session at 7:10 pm.*

Unanimously carried.

11.1.2 *Moved by Councillor Toombs, seconded by Councillor Spencer to come out of an In-Camera session at 7:43 pm.*

Unanimously carried.

12. Adjournment

- 12.1** *Moved by Councillor Toombs, seconded by Councillor Spencer to adjourn the meeting at 7:44 pm. Unanimously carried.*

Geoff Baker,
CAO

Rowan Caseley,
Mayor

Town of Kensington		
CAO's Report - October 2022		
Item #	Project/Task	Status
1	Official Plan and Zoning Bylaw 5 Year Review	Staff have received and reviewed the future land use map associated with the Official Plan and Development Control Bylaw project. Once in a final draft version, it will be provided to Town Councillors for final revisions. The draft Official Plan has not been received at this point. A meeting was held with the consultant recently to finalize the schedule to bring this project to completion. We are aiming for January 2023 to present final drafts for public consultation. Prior to that Town Council will be provided with final drafts of all documents to facilitate final revisions.
2	Business Park	Four lots and a portion of another lot has been sold. Interest remains strong in business park lots; we have received specific interest in the purchase of six additional lots from two developers. We continue to work with prospective purchasers. We are planning to have a grand opening for the business park in November following the municipal election. Further information will be provided as we move forward with planning. We have been informed that the Province of PEI will be moving forward with the road widening and installation of turning lanes on Monday, October 24th. The work area includes the Sunset Drive intersection moving west to the grain elevator. We have not been provided with any information from the Province of PEI on construction schedules, etc.
3	Wastewater Treatment Plant Mechanical Upgrades	We are in the process of relocating the dissolved oxygen sensor to a more suitable, longer term location. The sensor seems to be working properly now and it is expected that electricity usage should normalize over the next month or so. The blowers have been operating at about 50% of the capacity that they were working prior to the relocation of the sensor.
4	Wastewater Treatment Plant Wind Turbine	Work was completed on the turbine the week of September 26th by Hansen Electric, under the guidance of a certified wind turbine technician. Following the repair, it was found that the turbine would still not yaw correctly and as a result a cable ribbon rectifier was found to be faulty. The required part has been ordered and will be installed upon its arrival. The cable ribbon rectifier was installed and an issue was then identified with the MCMIB Board which is restricting the turbine from coming online. The Board has been ordered and the repair is anticipated to be completed within the next week or so.
5	Police Study/Service Model Review	NO UPDATE I have begun to put together the formal implementation plan around the Policing Study that was completed in 2020. It is noted that a lot of the recommendations provided in the report have already been implemented, however no formal strategy was put in place at the time to inform Council on the implementation of specific items. I hope to have it completed over the next month or so, as time permits.
6	Woodleigh Drive Sidewalk	The Province has been informed of Town Council's desire to keep this sidewalk in its current location. Staff will evaluate the area and bring options and a recommendation to Town Council with regard to potential improvements to pedestrian and vehicle circulation in the area.
7	Town Hall Chair Lift	NO UPDATE A request was received from one of the tenants on the lower floor of the Town Hall requesting the Town's consideration of installing a chair lift at the Town Hall, to facilitate easier access for those with mobility issues. While no commitment was provided, staff have begun to research potential solutions, pricing, funding eligibility, etc. Thus far, I have met with the Provincial Elevator Inspector, the Provincial Fire Marshal's Office and a contractor. I expect to receive a contractor quote shortly for the installation of a lift appropriate for the Town Hall. I have also reached out to a structural engineer to discuss how a lift can be installed at the Town Hall.
8	Commercial Street/Broadway Street Intersection	NO UPDATE Mayor Caseley and I met with the Minister of Transportation on September 22, 2022 to discuss several transportation issues throughout the town. We are hopeful to see some action on this issue and others in the short term.
9	Confederation Trail Road Crossings	NO UPDATE Mayor Caseley and I met with the Minister of Transportation on September 22, 2022 to discuss several transportation issues throughout the town. We are hopeful to see some action on this issue in the short term.
10	Broadway Street South Water and Sewer Main Extension Project and sidewalk installation (Broadway Street South Infrastructure Upgrades)	The contract was awarded to Birt and MacKay. Work continues on the project. The contractor has requested and been given approval to work Saturdays due to the loss of schedule associated with Hurricane Fiona.
11	Ford Taurus Police Interceptor	A memo has been circulated with the tentative agenda package requesting Town Council's consideration of disposing of the vehicle.
12	Relocation of Town of Kensington Signs	NO UPDATE All signs have been relocated and repaired except for the Barrett Street Sign. We are working with a property owner further south on the Kelvin Grove road to relocate the sign. We are hopeful to have the sign relocated in 2022.
13	Atlantic Planners Institute - Kensington Core Area	Approximately 20 planners were in town on October 20th as part of the annual conference of the Atlantic Planners Institute. Kensington's core area was identified as a study area for the Province. Mayor Caseley, Municipal Clerk Kim Caseley and myself led the group on a tour of the core area. They will provide a summary report to the Town regarding improvements that the Town can make to the core area.
14	Electric Vehicle (EV) Chargers	NO UPDATE We continue to await the arrival of the equipment and supplies to complete the project. The contractor is ready to start the project once the equipment arrives.
15	QUAD Trax ATV Club	The Quad Trax ATV Club has requested to make a presentation to Committee of Council at their October meeting. A copy of the presentation will be forwarded with the tentative agenda package.
16	Website	NO UPDATE A kick-off meeting was held with Results Marketing on September 22, 2022. The goal has to have the new website launched by the end of January 2023.
17	Dog Bylaw	NO UPDATE Staff continue to work on a new "Animal Control Bylaw" for the Town to replace the current "Dog Bylaw". Changes are currently being proposed for the Provincial <i>Dog Act</i> which may impact the timeline around the Town's proposed Bylaw.
18	Flag Repair and Replacement	The Flag replacement project was included in an approved funding application made to ACOA's Rediscover Main Street funding program. A new flag has been added to the front of the rail yards area. The Canadian Flag located at the gazebo has been relocated to a more suitable location. The old flag pole at the Town Hall has been removed to facilitate the installation of a new base the week of September 26th. The contractor has recommended that we allow the new base to cure for approximately one week prior to the new pole being installed so it is likely that we will be without a Canada flag at the Town Hall for approximately two weeks. Repairs to other existing flag poles in the rail yards area will be completed over the next two weeks.
19	Broadway Street South Sidewalk Replacement	The tender was awarded to Curran and Briggs. Effort was made to have the project started in 2022, however based on the Contractors current schedule the sidewalk will not be replaced until the spring of 2023.

Item #	Project/Task	Status
20	ACOA Rediscover Main Street Project	NO UPDATE The project applied for includes an expansion of the Summer Music Series, planting of additional gardens in the rail yards area, installation of shade sails, flagpole installation and replacement (various locations), additional banner flags for the rail yards area, expansion of the existing boardwalk for the installation of a local vendor stand and the addition of live wood carving demonstrations by local indigenous artists. We are trying to locate a contractor who can provide the shade sails and recommended locations. A contractor has been secured for the boardwalk extension and work will begin as soon as the marine grade materials are received. The materials were ordered on the day of approval and have still not arrived. The installation of a vendor stand will be completed following the boardwalk extension completion.
21	Credit Union Centre Upgrades	An application was made in May of 2022, as per Council's direction, to the Invest in Canada Infrastructure Program to facilitate various upgrades to the Credit Union Centre, including the installation of a 100 kw solar panel system, replacement of the ice plant, installation of additional heat reclamation units, installation of LED lights over the ice surface, a complete replacement of the rink boards, glass and safety netting, installation of a water purification system, resurfacing of the parking area and painting of the entire facility (outside). I am informed by the Canada-PEI Infrastructure Secretariat that the application was submitted to the Federal government in mid-July for review. To date, no update has been provided on the current status of the application.
22	Sewer/Septic Issue - 130 Broadway Street North	We were advised that the contractor will be completing this work in November.
23	Hurricane Fiona	There was considerable damage around town resulting from Hurricane Fiona. A significant number of trees around town were fallen or damaged as a result of the storm. A number of trees were blocking streets which for the most part has been cleared. Some tree debris remains across Francis Street which we hope to have cleaned up over the next few days. There are about 18 trees in total which the town will have to take down and/or remove. Some of the town's buildings saw roof damage including the gazebo, freight shed, pool building, and water controls building. The town's pool had to be drained and cleaned which has been completed. Staff are in the process of re-filling the pool and will shock it with chemical once completed. The ice that was made at the rink prior to the hurricane was lost. Staff had to clean everything and restart the ice making process. There was some other damage at the CUC property including the loss of a dugout and the safety netting around the ballfield. We have maintained constant contact with our insurance company on the damages and plan on availing of disaster financial assistance through the province of PEI to assist in clean up activities. Public Works staff started picking up branches and other debris that was placed curbside by residents starting on October 11, 2022. The public works yard is open to town residents to dump storm debris (leaves, branches, trees, etc.) and will remain open until at least the end of October. Staff continue to collect information in regards to damages and potential claims to the disaster financial assistance program and through our insurance.
24	Kensington Vipers Sponsorship Request	A \$750.00 sponsorship was made to the Kensington Vipers as approved by Town Council.
25	Kensington and Area Chamber of Commerce Award Sponsorship	The Chamber of Commerce have been advised of Town Council's approval to sponsor the Volunteer of the Year award as part of their upcoming Business Awards of Excellence Gala.
26	Annual Rental Rate Increases	Correspondence has been sent to all tenants of the Town advising of the 5% rental rate increase that will take place on January 1, 2023.
27	Kensington Wild Dressing Room Issues	CUC Manager Robert Wood met with the Kensington Wild General Manager/co-owner to discuss the heating issues in their dressing room. They requested that an on/off switch be added to the heating system and the lighting system, and that the Town install two electrical outlets. Mr. Wood is moving forward with the upgrades they have requested. The work will be completed the week of October 24th.

Kensington Fire Department
Occurrence Report 2022

Description	January	February	March	April	May	June	July	August	September	October	November	December	YTD total	% Total
Medical First Responder	3	2	5	0	2	2	3	4	5				26	23.01%
Motor Vehicle Accident	7	1	5	1	1	4	5	3	1				28	24.78%
Emergency Response - Fuel Spill, etc	1	0	0	0				1	2				4	3.54%
Fire Related														
Smoke Investigation	2	0	1	0									3	3%
Outside Fire - Brush, Grass, Utility Pole, etc.		1	0	0	1		1	1	2				6	5%
Structure Fire - House, Building, Vehicle, etc.	1	0	3	1	4	1	4	4	8				26	23%
Alarms	1	3	2	0	1	2	3	4	3				19	17%
Total Fire Related	4	4	6	1	6	3	8	9	13	0	0	0	54	
Total Incidents	15	7	16	2	9	9	16	17	21	0	0	0	112	
Mutual Aid Call Out							1						1	1%
Total Incidents (Including Mutual Aid Provided by KFD)	15	7	16	2	9	9	17	17	21	0	0	0	113	100%
Mutual Aid Call In														
Firefighter Attendance	13	11	13	17	13	14	15	15	13				14	13.78
Regular Monthly Training - No. of Firefighters		19	18	19	21	14	20		24				19	19
Training School/Association Meeting/Department Meeting		21	19	21	24	22	23	23	26				22	22
Call Area														
Kensington	3	2	5	0	2	2	5	3	5				27	23.89%
Malpeque CIC	4	1	1	0	4	1	7	7	4				29	25.66%
Zone's 1 to 5	8	4	10	2	3	6	4	7	12				56	49.56%
Other							1						1	0.88%

September 2022

The Kensington Fire Department responded to **21** calls in August and the average attendance for the fire calls was **13**. Following is the breakdown of calls:

Date	Call Details	Location	# Firefighters	# Trucks
Sep. 1 16:07 pm	Grass fire	Kensington	18	5
Sep. 4 13:27 pm	Trapped victim in bathroom	Kensington	11	stand down
Sep. 6 16:33 pm	MFR	Old S'Side Rd.	7	1
Sep. 16 10:14 am	Structure fire	Wilmot Valley	20	5
Sep. 20 18:26 pm	MVC	Margate	23	1
Sep. 21 20:48 pm	MFR	Springfield	12	1
Sep. 22 08:29 am	School bus fire	Kelvin Road	14	2
Sep. 22 08:31 am	Vehicle fire	Summerfield	14	2
Sep. 24 04:44 am	MFR	Kensington	6	1
Sep. 24 05:53 am	Carbon Monoxide Alarm	Hamilton - Chief advised not to attend as roads impassable from Fiona - summer residence and no keyholder		

Sep. 24 05:54 am	Victims trapped in house	Kensington	5	1
Sep. 24 06:53 am	Victim trapped in house - water rising	Darnley	6	1
Sep. 24 10:04 am	Structure Fire	Freetown	23	5
Sep. 25 01:59 am	Carbon Monoxide Alarm	Traveller's Rest	17	1
Sep. 25 14:56 pm	Trees on Fire	Traveller's Rest	17	2
Sep. 27 02:03 am	Trees on Fire	Margate	5	1
Sep. 27 22:07 pm	Carbon Monoxide Alarm	Blue Shank Rd.	19	1
Sep. 27 20:00pm	Trees on fire	Traveller's Rest	14	2
Sep. 28 15:53pm	Trees on fire	Sea View	10	1
Sep. 28 18:50pm	Trees on fire	Baltic	8	1
Sep. 29 18:05pm	MFR	Kensington	11	1

Sep. 6 - Association meeting with 26 present

Sep. 11 - 2 fire trucks blocked traffic on Route 2 in Springfield and escorted the Red Knights motorcycle group to the Kinkora fire district in a 9-11 memorial parade that raised over \$5,000 for the Children's Wish Foundation.

Sep. 20 - Training with 24 present.

Sep. 25, 26, 27 - A fire truck with 3 firemen transported our generator to 22 different houses in our fire district to give residents power for a couple of hours to charge deep

freezers, make coffee, etc. Residents contacted the fire department to request this after the offer was posted on our Facebook page.

Sept. 26 - A couple of families arrived at the hall for hot showers.

Rodney Hickey
Chief

[illegible]

Police Department Occurrence Report Summary 2022														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Fire Prevention Act			1						1				2	0.30%
Firearm Act			1		1								2	0.30%
Forcible confinement													0	0.00%
Fraud	2	6	2	2	3		3		1				19	2.86%
Funeral Escorts	2	1		2	3	2	2	4	2				18	2.71%
Harrassing Communication			1	4	1	2	1						9	1.35%
Impaired Driver	1	2	1	3	3	3	2	2					17	2.56%
Information Files			4	4	3		1		2				14	2.11%
Injury Accidents													0	0.00%
Liquor Offences		1	1		1	1		1					5	0.75%
Litter Act			1										1	0.15%
Lost and Found	3	1	1	1	2	3	4	5	1				21	3.16%
Luring Minors													0	0.00%
Mental Health Act	6	1		2		1	1	3	2				16	2.41%
Mischief	1	1	1	3	3	2	3	4	1				19	2.86%
Motor Vehicle Accidents	4	2	2	3	1	2	4	4	2				24	3.61%
Motor Vehicle Act	7	6	6	8	8	4	10	6	7				62	9.32%
Municipal Bylaws					2	3			1				6	0.90%
Off Road Vehicle Act		2	1			4							7	1.05%
Other Criminal Code													0	0.00%
Person Reported Missing				1				1	1				3	0.45%
Possession of restricted weapon			1										1	0.15%
Property Check			1	2	1				1				5	0.75%
Resist Arrest													0	0.00%
Roadside Suspensions	1						1						2	0.30%
Robbery													0	0.00%
Sexual Assaults / Interference									1				1	0.15%
STEP (Integrated Traffic Enforcement)					1			1					2	0.30%
Sudden Death													0	0.00%
Suspicious Persons / Vehicle				2	4	2	4	2	2				16	2.41%
Theft Of Motor Vehicle							1						1	0.15%
Theft Over \$5000						1							1	0.15%
Theft Under \$5000		1	3	1		1	5	4	4				19	2.86%

[illegible]

Police Report September 2022

There were 7 alarm calls to report for this month.

Sep 2 @ 0610hrs – Subway, member did not attend.

Sep 9 @ 1600hrs – Maritime Harness, member did attend.

Sep 12 @ 1717hrs – Bakin Donuts, member did not attend.

Sep 19 @ 1502hrs – Legion, member did attend.

Sep 26 @ 2220hrs – Maritime Harness, member attended.

Sep 26 @ 2226hrs – Credit Union, member attended.

Sep 26 @ 2228hrs – Clark Insurance, member attended.

Assistance files for the month consisted of:

1 NOK Notification

5 Assistance to EMS

2 Hurricane assistance

Sept 20 Assist RCMP with a traffic complaint

Year To Date Approved Development Permits Summary Report
2022

Development Permit Category	January	February	March	April	May	June	July	August	September	October	November	December		Total	
Addition Residential Deck/Fence/Pools					1									1	
New Multi-unit Family Dwelling				1										1	
New Residential Accessory Structure				1	1	3		1						6	
New Residential Deck/Fence/Pools				1	1	1			1					4	
New Semi Detached Dwelling							1							1	
Other Commercial							1							1	
Renovation Residential additions/alterations				3										3	
Residential Deck/Fence/Pools				1										1	
Total:				1										18	

Total Estimated Construction Value
\$3,500.00
\$1,236,600.00
\$35,500.00
\$59,000.00
\$450,000.00
\$5,000.00
\$175,000.00
\$1,964,600.00

Town of Kensington Bills List September 2022

4Imprint	CERTIFICATE FOLDERS	\$304.69
A1 - Vacuums	JANITORIAL SUPPLIES	\$107.39
Aliant	INV9260250	\$345.65
Aliant	INV9261897	\$30.48
Andrew Griffin	SEPT 2022 RRSP	\$529.24
Anne Brander	55+ GAMES ENTERTAINMENT	\$300.00
Bell Mobility	4046079	\$201.25
Bev Semple	OCT 2022 CROSSWALK	\$40.00
Brenda MacIsaac	SEPT 2022 RRSP	\$312.08
Centennial Practicar	1017954 PW TRUCK TAX (INSURANCE)	\$455.21
CIBC Securities Inc	SEPT 2022 RRSP	\$421.76
Combat Computer Inc	PW LAPTOP REPAIR	\$733.96
Combat Computer Inc	POLICE EMAIL	\$48.88
Combat Computer Inc	TOWN HALL WIFI HUB REPLACEMENT	\$840.93
Combat Computer Inc	POLICE ANTI VIRUS RENEWAL	\$69.00
Combat Computer Inc	ANTI VIRUS RENEWAL	\$207.00
Combat Computer Inc	POLICE MICROSOFT 365	\$31.88
Combat Computer Inc	COPIES	\$101.58
Combat Computer Inc	ADOBE SOFTWARE LICENSE RENEWAL	\$643.98
Copper Shore Electric	TOWN HALL FIX LIGHT	\$397.33
Credit Union Financial Management	SEPT 2022 RRSP	\$857.04
PEI Crime Stoppers	POY006 DINNER TICKET	\$35.00
Cummings Fire & Safety Equipment Ltd	UNIFORM ALTERATION	\$95.92
Canadian Union of Public Employees	SEPT 2022 UNION DUES	\$499.46
Eastlink	18834713	\$889.41
Eastlink	18835229	\$123.96
Eastlink	18835462	\$23.69
Eastlink	18875231	\$173.80
Eastlink	18887982	\$114.94
Elizabeth Hubley	SEPT 2022 RENT	\$805.00
Erica Paynter	ENTERTAINMENT SEPT19	\$150.00
Family & Friends	HARVEST FESTIVAL DINNER	\$298.02

Flag Emporium	EVERY CHILD MATTERS FLAG	\$75.87
Geoff Baker	55+ BBQ ENTERTAINMENT	\$200.00
Geoff Baker	SEPT 2022 MILEAGE	\$340.26
Green Diamond	PUBLIC WORKS SNOW EQUIPMENT OIL	\$761.07
Holland College	POLICE UNIFORM	\$43.08
Callbeck's Home Hardware	BN9875	\$72.44
Irving Oil	243911	\$680.01
Irving Oil	31725	\$493.28
Irving Oil	441603	\$201.30
Irving Oil	442192	\$187.89
Irving Oil	442805	\$205.25
Irving Oil	443367	\$665.54
Irving Oil	626539	\$133.81
Irving Oil	627022	\$124.50
Irving Oil	743001	\$29.73
Irving Oil	933083	\$1,022.70
Irving Oil	933514	\$288.02
Irving Oil	934077	\$425.07
Irving Oil	934585	\$113.61
Irving Oil	934857	\$319.04
Irving Oil	935468	\$637.88
Irving Oil	974605	\$20.19
Irving Oil	34639339	\$337.61
Irving Oil	34660662	\$589.26
Irving Oil	34667852	\$505.04
Irving Oil	34673296	\$407.86
Irving Oil	34682089	\$441.06
Island Hot Tubs & Pools	EVK POOL CHEMICALS	\$118.44
Island Hot Tubs & Pools	EVK POOL CLOSING 2022	\$569.22
Island Petroleum	00205221999693	\$1,041.75
Jack Spencer	SEPT 2022 CROSSWALK	\$40.00
Jamie Perry	SEPT 2022 CROSSWALK	\$160.00
Kays Wholesale	CUC CANTEEN	\$606.90
Ken Fornetran	13 SUMMER MUSIC SERIES	\$515.00
Ken Fornetran	55 PLUS GAMES SOUND	\$200.00

Kensington Agricultural Services	53927	\$327.78
Kensington Auto Service	50238/5	\$47.38
Kensington Lions Club	FOOD BANK DONATION	\$1,000.00
Kensington Metal Products Inc.	FIRE DUMP TANK WELD	\$71.30
Kensington Metal Products Inc.	TRACKLESS BLOWER SHOES	\$214.44
Kensington Wild Hockey Club	ANNUAL DONATION	\$750.00
Kent Building Supplies	3001790215	\$64.35
Kent Building Supplies	3001807789	\$32.74
Kent Building Supplies	CUC BARN MATERIALS	\$457.99
Kent Building Supplies	CUC BARN MATERIALS	\$139.08
Kent Building Supplies	3001834741	\$75.42
Kent Building Supplies	3001867184	\$27.57
Kent Building Supplies	3001874135	\$33.99
Kim Caseley	MILEAGE SEPT 2022	\$69.10
K'Town Auto Parts	50238/5	\$47.38
K'Town Auto Parts	50377/5	\$56.75
K'Town Auto Parts	50753/5	\$230.52
Lewis Sutherland	SEPT 2022 RRSP	\$713.40
Maritime Electric	RINK SEPT 2022	\$7,533.18
Maritime Electric	TOWN HALL SEPT 2022	\$1,489.65
Maritime Electric	POLICE CAMERA SEPT22	\$13.42
Maritime Electric	SPEED RADAR SEPT 22	\$110.70
Maritime Electric	CAR CHARGER SEPT 22	\$272.47
Maritime Electric	FIRE HALL SEPT 2022	\$565.74
Maritime Electric	EVK POOL SEPT 2022	\$720.87
Maritime Electric	FREIGHT SHED SEPT 22	\$226.85
Maritime Electric	TRAIN STAT SEPT 2022	\$1,125.77
Maritime Electric	PW SHOP SEPT 22	\$116.47
Maritime Electric	CANTEEN BALL SEPT 22	\$41.17
Maritime Electric	CUC SIGN SEPT 2022	\$157.78
Maritime Electric	SENIOR CENT SEPT 22	\$100.34
Maritime Electric	LIBRARY SEPT 2022	\$111.53
Maritime Electric	STREET LIGHT SEPT 22	\$2,845.76
Malpeque Bay Credit Union	SEPT 2022 RRSP	\$861.36

Malpeque Bay Credit Union	KIM M JULY RRSP	\$447.20
Medacom Atlantic Inc	INV013878	\$261.63
McInnis Cooper	HR Legal Fees	\$2500.00
Mid Isle Electric	CUC ICE SURFACE LIGHTING	\$1,983.98
Minister of Finance	NEW FIRE HYDRANT ACCESS FEE	\$100.00
Orkin Canada	C-3679774	\$31.05
Orkin Canada	C-3679795	\$53.02
Orkin Canada	C-3686141	\$105.46
Petty Cash	SEPT 2022	\$651.00
Prince County Trophy	CUC 5 ENGRAVED SHIELDS	\$40.25
Prince County Trophy	HARVEST FLOWER TROPHIES	\$193.20
Princess Auto	706267	\$64.38
Robert Wood	MILEAGE AUGUST 2022	\$234.00
Robert Wood	SEPT 2022 EXPENSES	\$191.20
Rowan Caseley	MILEAGE SEPT 2022	\$173.72
Ryan Simmonds	HARVEST FESTIVAL JUDGES GIFTS	\$558.38
Mikes Independent	011934	\$6.98
Mikes Independent	013600	\$35.16
Mikes Independent	014758	\$13.78
Mikes Independent	016226	\$60.27
Scotia Securities	SEPT 2022 RRSP	\$1,373.80
Scotiabank Visa	ISLAND STONE PUB -MEETING	\$81.90
Scotiabank Visa	SEPT 9, 2022	\$50.00
Scotiabank Visa	ZOOM SEPT 2022	\$23.00
Scotiabank Visa	CUC ZAMBONI REPAIR	\$375.67
Scotiabank Visa	NATIONAL PENS - SEPT	\$1,368.44
Sign Station Inc	HARVEST FEST SIGNS	\$760.18
Sisters Cleaning	707114	\$273.75
Sisters Cleaning	707117	\$539.67
Spring Valley Building Centre Ltd	CUC RINK PROPANE	\$229.60
Spring Valley Building Centre Ltd	OUTLET BAR EMERGENCY SHELTER	\$68.98
Suncor Energy Products Partnership	SEPTEMBER 2022 GAS	\$950.81
DBA GFL Environmental	EH0000792809	\$251.85
DBA GFL Environmental	EH0000792808	\$280.60

DBA GFL Environmental	EH0000792807	\$224.25
DBA GFL Environmental	EH0000792806	\$98.21
DBA GFL Environmental	EH0000792805	\$98.90
Telus	SEPT 2022	\$2,520.54
Thomson Reuters Canada	POLICE SUBSCRIPTION	\$130.20
Water and Pollution Control Corporation	CUC SEPT 2022	\$1,169.78
Water and Pollution Control Corporation	FIRE STATION SEPT 22	\$301.94
Water and Pollution Control Corporation	SENIOR CENT SEPT 22	\$326.63
Water and Pollution Control Corporation	TRAINSTATION SEPT 22	\$126.61
Vail's Fabric Services Ltd	409007	\$215.46
Vistaprint	JIM GOTELL'S BUSINESS CARDS	\$48.29
Wet n' Wild Car Wash	POL CAR WASH	\$110.00
Women's Institute Harvest Festival	HARVEST PRIZE MONEY	\$300.00

Subtotal		\$63,417.18
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Payroll		\$102,472.21
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Subtotal Bills and Payroll		\$165,889.39
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Capital

Island Hot Tubs & Pools	8909 ACOA/RGI PROJECT	\$57,969.66
Island Hot Tubs & Pools	10179 ACOA/RGI PROJECT	\$3,644.35
WSP Canada Inc	1143203 BROADWAY ST SIDEWALK	\$3,040.03
WSP Canada Inc	1140873 LAGOON UPGRADE	\$460.00
WSP Canada Inc	1141866 VICTORIA ST SIDEWALK	\$730.25
WSP Canada Inc	1141838 BUSINESS PARK	\$6,195.11
WSP Canada Inc	1143204 ICIP BROADWAY ST W&S	\$2,576.00
Subtotal Capital		\$74,615.40

Total Bills		\$342,977.00
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Water and Sewer Utility Bills List September 2022

Aliant	INV9232704	\$156.96
Aliant	INV9261599	\$190.16
Campbell's Concrete Ltd	INV282189	\$170.01
Campbell's Concrete Ltd	QTE26778 WATER METERS	\$2,528.62
Kensington Country Store	2810186799 CHLORINE	\$682.48
Kensington Septic Service	5802 FIONA HURRICANE	\$7,360.00
Kensington Septic Service	5806 SCHOOL ST	\$690.00
Maritime Electric	SEWAGE TREAT SEPT 22	\$3,225.11
Maritime Electric	WELL 3 SEPT 2022	\$673.75
Maritime Electric	BP SEW LIFT SEPT 22	\$62.47
Maritime Electric	PUMP CONTROL SEPT 22	\$130.46
Maritime Electric	PUMP WEST SEPT 2022	\$511.95
Maritime Electric	PUMP EAST SEPT 22	\$304.96
Maritime Electric	WATER TOWN SEPT 2022	\$123.14
Maritime Electric	SEWAGE PUMP SEP 22	\$80.33
Maritime Electric	ADD LIFT STAT SEPT 22	\$168.76
Moase Plumbing & Heating	VICWEST WATER METER CHANGE	\$86.25
Rogers Plumbing & Heating	174 VICTORIA SEWER VIDEO	\$224.25
Rogers Plumbing & Heating	10 GLOVERS METER INSTALL	\$479.18
Rogers Plumbing & Heating	13 SCHOOL ST LINE CLEANOUT	\$161.00
Spring Valley Building Centre Ltd	WATER SHED ROOF REPAIR	\$544.69
Total W&S Bills		\$18,554.53

TOWN OF KENSINGTON
Income Statement Comparison of Actual to Budget for September 2022

GENERAL REVENUE	Current Month			Year to Date			Annual Budget	% Full Year
	Actual	Budget	Variance	Actual	YTD Budget	Variance		
General Revenues	\$96,650.72	\$215,053.00	-\$118,402.28	\$812,779.50	\$827,668.00	-\$14,888.50	\$1,420,136.00	57%
Police Service	\$23,135.53	\$27,376.00	-\$4,240.47	\$147,395.91	\$171,131.00	-\$23,735.09	\$339,618.00	43%
Town Hall Rent	\$8,495.83	\$8,500.00	-\$4.17	\$52,492.97	\$52,500.00	-\$7.03	\$105,800.00	50%
Recreation	-\$65.00	\$0.00	-\$65.00	\$2,210.00	\$4,500.00	-\$2,290.00	\$4,500.00	49%
Sales of Service	\$28,858.36	\$28,125.00	\$733.36	\$191,488.46	\$212,950.00	-\$21,461.54	\$412,700.00	46%
Subtotal Revenue	\$157,075.44	\$279,054.00	-\$121,978.56	\$1,206,366.84	\$1,268,749.00	-\$62,382.16	\$2,282,754.00	53%
GENERAL EXPENSES								
Town Hall	\$11,110.52	\$11,187.00	-\$76.48	\$88,501.27	\$76,123.00	\$12,378.27	\$155,930.00	57%
General Town	\$28,960.85	\$35,105.00	-\$6,144.15	\$311,961.12	\$341,196.00	-\$29,234.88	\$601,802.00	52%
Police Department	\$45,210.72	\$55,572.00	-\$10,361.28	\$310,342.52	\$306,433.00	\$3,909.52	\$612,005.00	51%
Public Works	\$30,797.46	\$29,419.00	\$1,378.46	\$182,339.30	\$231,863.00	-\$49,523.70	\$439,805.00	41%
Train Station	\$3,796.56	\$4,635.00	-\$838.44	\$31,559.07	\$28,845.00	\$2,714.07	\$60,290.00	52%
Recreation & Park	\$7,502.55	\$8,725.00	-\$1,222.45	\$78,066.08	\$82,505.00	-\$4,438.92	\$106,905.00	73%
Sales of Service	\$11,926.15	\$16,001.00	-\$4,074.85	\$81,925.29	\$102,696.00	-\$20,770.71	\$207,619.00	39%
Subtotal Expenses	\$139,304.81	\$160,644.00	-\$21,339.19	\$1,084,694.65	\$1,169,661.00	-\$84,966.35	\$2,184,356.00	52%
Net Income (Deficit)	\$17,770.63	\$118,410.00	-\$100,639.37	\$121,672.19	\$99,088.00	\$22,584.19		
Credit Union Centre								
Credit Union Centre Revenue	\$15,980.78	\$36,750.00	-\$20,769.22	\$151,286.08	\$160,000.00	-\$8,713.92	\$395,000.00	38%
Credit Union Centre Expenses	\$32,019.04	\$32,808.00	-\$788.96	\$211,176.21	\$157,364.00	\$53,812.21	\$386,958.00	55%
Net Income (Deficit)	-\$16,038.26	\$3,942.00	-\$19,980.26	-\$59,890.13	\$2,636.00	-\$62,526.13		
Fire Department								
Fire Revenues	\$23,557.00	\$23,557.00	\$0.00	\$151,342.00	\$141,342.00	\$10,000.00	\$282,684.00	54%
Fire Department Expenses	\$21,964.79	\$22,356.00	-\$391.21	\$142,914.57	\$136,386.00	\$6,528.57	\$313,322.00	46%
Net Income (Deficit)	\$1,592.21	\$1,201.00	\$391.21	\$8,427.43	\$4,956.00	\$3,471.43		
Consolidated Net Income (Deficit)	\$3,324.58	\$123,553.00	-\$120,228.42	\$70,209.49	\$106,680.00	-\$36,470.51		
							\$75,802.00	
Water and Sewer Utility								
Water & Sewer Revenue	\$56,157.74	\$56,665.00	-\$507.26	\$339,528.58	\$339,990.00	-\$461.42	\$687,180.00	49%
Water & Sewer Expenses	\$73,155.91	\$60,134.00	\$13,021.91	\$397,683.43	\$362,604.00	\$35,079.43	\$743,308.00	54%
Water & Sewer Net Income (Deficit)	-\$16,998.17	-\$3,469.00	-\$13,529.17	-\$58,154.85	-\$22,614.00	-\$35,540.85		

TOWN OF KENSINGTON – MEMORANDUM

TO: MAYOR AND TOWN COUNCIL, CAO

FROM: ROBERT WOOD, CUC MANAGER

DATE: SEPTEMBER 2022

SUBJECT: SEPTEMBER 2022 - CREDIT UNION CENTRE REPORT

ATTACHMENT: STATISTICAL REPORT

September 2022

Fitplex

- Hours of operation are 5:00 am – 10:00 pm daily.
- Staffed Hours are Monday to Friday 4:00 pm-8:00 pm
- No damage from Hurricane Fiona to the gym area however the gym was closed for three days due to the power outage
- The gym was opened for any resident or surrounding community residents to come and have a hot shower and/or use our locker room facilities.

Arena

- The arena had updated its refrigerant to R-45, however, in the warmer temperatures it could not perform and maintain adequate ice surface temperatures to make and keep ice. It was used in other local arenas (2) but they are seasonal operations between Mid-Oct to March and run the ice surface at a warmer temperature than our use requires. Black and MacDonald have been working with refrigerant companies for substitutes, but no one will guarantee a product without modifications to the ice plant. The only option at this stage was to put R22 back in which we had (250 pounds) and use (200 pounds) of Black and MacDonald emergency stock to top off our supply. A local grocer does have a recycled supply in case of emergency we can borrow if anything should happen, while a new option is explored.

- Once the R-22 was re installed the ice plant reached temperature easily and ice was in until Hurricane Fiona knocked out the power. Staff cleaned the floor off when power came back on, and new start date of Oct 6th was planned for opening.
- Several trees have been lost but no damages to arena from the storm.
- Skate Park equipment did not suffer any damage.

Kensington Cash Draw

• Sept 8	190.00
• Sept 15	190.00
• Sept 22	180.00
• Sept 29	160.00
Total	720.00

Ball Fields

- The ballfields hosted Softball PEI recreational fastpitch eastern Canadians championships on September 9th to 11th.
- Damage from Hurricane Fiona consisted of: one dugout destroyed, the safety netting ripped and dislodged, damage to one power box on a light pole behind the dugout, and the snow (safety fence has minor damage.
- The Don Clark field will be closed for the rest of the season while insurance assesses the coverage on these damages.

Senior Center

- No flooding occurred in the building however one window was broken in the storm.

Tennis \ Pickleball Courts KISH

- Wind screens were taken down before the Hurricane and placed in storage for the season.

Central Community PEI Navigator

- Nothing to report

Upcoming Events

- Arena Opening Oct 6th
- Town Christmas Parade

Town of Kensington Credit Union Centre Monthly Statistical Data

2022

[illegible]

2021

[illegible]

TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: 2022 ANNUAL EXEMPT STAFF CHRISTMAS BONUS
DATE: 2022-10-21
ATTACHMENTS:

Background

Typically, Town Council provides an annual Christmas bonus to exempt staff, including: the CAO, Deputy CAO, Municipal Clerk, Administrative Assistant, Police Chief, Deputy Police Chief, Public Works Supervisor, Credit Union Centre Manager and Assistant Manager.

In 2021, Town Council authorized the CAO to provide a \$400.00 (net) Christmas Bonus to all exempt staff, through the following resolution:

“Moved by Councillor Gallant, seconded by Councillor Toombs

THAT Town Council authorize the CAO to administer the 2021 Christmas bonuses to all exempt staff in the amount of \$400.00 net to each employee.”

It is being requested that Town Council consider a similar bonus in 2022.

The approximate total cost of the bonus as proposed is \$4,200.00 which would be drawn from the full-time wage expense of each applicable department.

Recommendation

It is recommended that Town Council proceed with authorizing the CAO to administer a Christmas bonus in the amount of \$400.00 net to all exempt employees through the following resolution:

THAT Committee of Council recommend to Town Council that the CAO be authorized to administer a 2022 Christmas bonuses to all exempt staff in the amount of \$400.00 net to each employee.

TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: DISPOSAL OF 2018 FORD TAURUS POLICE INTERCEPTOR
DATE: 2022-10-21
ATTACHMENTS:

Background

The 2018 Ford Taurus Police Interceptor was in an accident on February 27, 2022 along the Blue Shank Road. We were informed by our insurance carrier at the time that the vehicle was written off. A short time after we were informed that the vehicle wasn't in fact, written off and as such, we were provided with a payout to repair the vehicle in the amount of \$22,247.17, which was taken into general revenues. The Taurus engine had approximately 75,000 kms on it when the accident occurred and is currently being stored in the public works maintenance yard.

Town Council purchased a Ford Explorer Police Interceptor in early 2022 to replace the 2018 Ford Taurus.

Staff have been researching how to appropriately dispose of the vehicle based on the fact that it is a retired police vehicle and our awareness that the Province of Prince Edward Island is currently working on regulations around how police vehicles are to be disposed of. We believe that the new regulations will require retired police vehicles to be destroyed and crushed and not re-sold publicly. This is based on the incident in Nova Scotia in 2020, where someone impersonated a police officer (with a marked police vehicle) and murdered 22 people. By changing how unauthorized individuals can access police items, police vehicles, vehicle markings and vehicle equipment, the new regulations (if approved) should improve public safety and reduce the risk of a similar event happening in the future.

Recommendation

It is recommended that the CAO be authorized, by resolution, to have the 2018 Ford Taurus Police Interceptor stripped of any usable parts, i.e. engine, transmission, etc., have the vehicle crushed, and advertise the usable parts for sale through a public tendering process. The estimated cost to have all of the reusable parts removed from the vehicle and to get the vehicle crushed is approximately \$500.00.

BE IT REOLVED THAT Committee of Council recommend that Town Council authorize the CAO to dispose of the 2018 Ford Taurus Police Interceptor in the following manner:

- ***Strip the vehicle of any usable or sellable parts.***
- ***Have the vehicle crushed.***
- ***Dispose of any usable parts through a public tendering process.***