



***Tentative Agenda for Regular
Meeting of Town Council***

Monday, April 9, 2018 @ 7:00 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
Regular Meeting of Town Council
April 9, 2018 – 7:00 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**
 - 5.1 March 12, 2018 Regular Meeting**
- 6. Business Arising from Minutes**
 - 6.1 March 12, 2018 Regular Meeting**
- 7. Reports**
 - 7.1 Chief Administrative Officer Report
 - 7.2 Fire Department Statistical Report
 - 7.3 Police Department Statistical Report
 - 7.4 Development Permit Summary Report
 - 7.5 Bills List
 - 7.6 Summary Income Statement
 - 7.7 Community Gardens Complex Report
 - 7.8 Mayor's Report
 - 7.9 FPEIM and KACC Report – Deputy Mayor Mann
- 8. New Business**
 - 8.1 Request for Decisions
 - 8.1.1 - RFD2018-21 - Town Hall Flooring
 - 8.1.2 - RFD2018-22 - KFD Bunker Gear Purchase
 - 8.1.3 - RFD2018-23 - Re-Zoning Application (Portion of PID No. 880880) -
Second Reading, Formal Adoption, Official Plan Amendment
 - 8.1.4 - RFD2018-24 - Borrowing Bylaw
 - 8.1.5 - RFD2018-25 - Collaborative Aerial Photo and GIS Data Project
 - 8.1.6 – RFD2018-26 - Public Works Building Roof Replacement
 - 8.2 Other Matters
- 9. Correspondence**

10. **Committee of the Whole (In-Camera) – *One item of a Human Resources/Contractual Nature***
11. **Adjournment**

Town of Kensington
Minutes of Regular Council Meeting
Monday, February 12, 2018
7:00 PM

Council Members Present: Mayor Rowan Caseley; Councillors: Deputy Mayor Mann, MacLean, Doucette and Spencer.

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

Visitors: Colin MacLean – Journal Pioneer

Regrets: Councillor Pickering and Mill

1. Calling of Meeting to Order

1.1 Mayor Caseley called the meeting to order at 7:00 PM and welcomed Council members, staff and visitors.

2. Approval of Tentative Agenda

2.1 *Moved by Councillor Doucette, seconded by Councillor MacLean to approve the tentative agenda for the March 12, 2018 regular meeting of Town Council. Unanimously carried.*

3. Declaration of Conflict of Interest

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

4. Delegations / Presentations

4.1 *Nil*

5. Approval of Minutes of Previous Meeting

5.1 *Moved by Councillor Spencer, seconded by Councillor MacLean to approve the minutes from the February 12, 2018 regular meeting of Town Council. Unanimously carried.*

5.2 *Moved by Councillor Spencer, seconded by Councillor MacLean to approve the minutes from the March 5, 2018 public meeting of Town Council. Unanimously carried.*

6. Business Arising from Minutes

6.1 February 12, 2018 Regular Council Meeting - *Nil*

6.2 March 5, 2018 Public Council Meeting - *Nil*

7. Reports

7.1 CAO's Report

7.1.1 *Moved by Councillor Doucette, seconded by Councillor MacLean to adopt the March 2018 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.1.2 Mr. Baker provided updates on recent meetings with the community endorsement component of the Province's PNP program.

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Spencer, seconded by Councillor Doucette to approve the January 2018 Fire Statistical report as prepared by Deputy Fire Chief, Rodney Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

7.3.1 *Moved by Councillor Spencer, seconded by Councillor MacLean to approve the January 2018 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.4 Development Permit Summary Report

7.4.1 *Moved by Councillor Doucette, seconded by Councillor MacLean to approve the Development Permit Summary Report for the month of March 2018. Unanimously carried.*

7.5 Bills List

7.5.1 *Moved by Deputy Mayor Mann, seconded by Councillor Doucette to approve the January 2018 Bills in the amount of \$170,622.72. Unanimously carried.*

7.6 Summary Income Statement

7.6.1 *Moved by Deputy Mayor Mann, seconded by Councillor MacLean to approve the Summary Income Statement for the month of January 2018. Unanimously carried.*

7.7 Community Gardens Complex Report

7.7.1 *Moved by Councillor Spencer, seconded by Councillor MacLean to approve*

*the Community Gardens Complex report for the month of January 2018.
Unanimously carried.*

7.8 Mayor's Report

7.8.1 *Moved by Deputy Mayor Mann, seconded by Councillor Spencer to approve the Mayors report for the month of March 2018 as presented by Mayor Caseley. Unanimously carried.*

7.9 Federation of PEI Municipalities and Kensington Area Chamber of Commerce (KACC) Report

7.9.1 Deputy Mayor Mann provided updates on the Federation of PEI Municipalities activities. Work has started on the Freedom of Information and Protection of Privacy (FOIPP) Act and the Federation has provided input to the Province and municipalities.

7.9.2 Deputy Mayor Mann provided updates on activities of the Kensington & Area Chamber of Commerce. The Presidents Dinner will be held on April 25 and a Business Social is scheduled at Chez Shea on March 21, 2018. The Chamber's Membership and Events Co-ordinator, Nicole Mountain, has resigned and they are currently accepting resumes for the position.

8. New Business

8.1 Request for Decisions

8.1.1 2018/19 Town of Kensington Financial Plan Approval

8.1.1.1 *Moved by Deputy Mayor Mann, seconded by Councillor Doucette*

WHEREAS Section 149(2)(b) of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1. requires a municipality to operate under a 15-month fiscal year from January 1, 2018 to March 31, 2019;

AND WHEREAS Section 149(3)(a) requires a municipality at adopt, by resolution, an operating budget and a capital budget for the fiscal year, January 1, 2018 to March 31, 2019;

BE IT RESOLVED that Town Council approve the Town of Kensington 2018/19 Financial Plan with operational revenue estimates projected at \$2,864,877 and operational expenditure estimates projected at \$2,765,157.

Unanimously carried.

8.1.2 Town of Kensington - 2018 Property Tax Rates

8.1.2.1 *Moved by Deputy Mayor Mann, seconded by Councillor Spencer*

WHEREAS Section 160(1) of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1. requires a municipality to establish tax rates by resolution;

BE IT RESOLVED THAT the 2018 municipal property tax rates for the Town of Kensington of \$0.55/\$100 of assessment for Non-Commercial properties and \$1.30/\$100 of assessment for Commercial properties be hereby adopted and approved.

Unanimously carried.

8.1.3 Town of Kensington – Tax Rate Groups Bylaws

8.1.3.1 *Moved by Councillor Spencer, seconded by Councillor Doucette*

WHEREAS Subsection 8(1) of the Real Property Tax Act, R.S.P.E.I. 1988 c. R-5, provides the authority for Town Council to establish tax rates.

AND WHEREAS Subsection 160(1) of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., enables Council to set and approve property tax rates, by resolution, for all real property within the jurisdiction and boundaries of the municipality.

AND WHEREAS Subsection 160(2) of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., enables Council to establish, by bylaw, separate tax rate groups in the municipality for purposes of raising revenue sufficient to defray projected municipal expenditures.

BE IT RESOLVED that the Tax Rate Groups Bylaw (Bylaw #2018-01) be hereby read a first time.

Unanimously carried.

8.1.3.2 *Moved by Councillor Spencer, seconded by Councillor Doucette*

WHEREAS Subsection 8(1) of the Real Property Tax Act, R.S.P.E.I. 1988 c. R-5, provides the authority for Town Council to establish tax rates.

AND WHEREAS Subsection 160(1) of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., enables Council to set and approve property tax rates, by resolution, for all real property within the jurisdiction and boundaries of the municipality.

AND WHEREAS Subsection 160(2) of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., enables Council to establish, by bylaw, separate tax rate groups in the municipality for purposes of raising revenue sufficient to defray projected municipal expenditures.

BE IT RESOLVED that the Tax Rate Groups Bylaw (Bylaw #2018-01) be hereby approved.

Unanimously carried.

8.1.4 KISH Volleyball Donation Request

8.1.4.1 *Moved by Councillor Doucette, seconded by Councillor Spencer,*

WHEREAS a request was received from Jaunita Boucher, on behalf of the KISH ‘AAA’ senior girl’s volleyball team, for Town Council’s consideration of a financial contribution towards their upcoming trip to Edmonton, AB for a national volleyball tournament;

AND WHEREAS the request was received and considered at a meeting of Committee of Council on February 26, 2018;

BE IT RESOLVED THAT Town Council authorize a financial contribution to the KISH ‘AAA’ senior girl’s volleyball team in the amount of \$1,000.00.

Unanimously carried.

8.1.5 Kensington Skating Club Donation Request

8.1.5.1 *Moved by Councillor Doucette, seconded by Councillor MacLean*

WHEREAS a request was received from Vicki Webster, President of the Kensington Skating Club, for Town Council’s consideration of purchasing an advertisement in the Skating Club’s Annual Ice Show program;

AND WHEREAS the request was received and considered at a meeting of Committee of Council on February 26, 2018;

BE IT RESOLVED THAT Town Council authorize the purchase of an advertisement in the Kensington Skating Club’s Annual Ice Show program in the amount of \$500.00.

Unanimously Carried.

8.1.6 Team PEI Booster Club Fundraising Campaign

8.1.6.1 *WHEREAS a request was received from the Team PEI Booster Club Fundraising Campaign for Town Council's consideration of providing financial support to Team PEI Special Olympics Athletes;*

AND WHEREAS the request was received and considered at a meeting of Committee of Council on February 26, 2018;

BE IT RESOLVED THAT Town Council approve a donation to the Team PEI Booster Club Fundraising Campaign (Team PEI Special Olympics) in the amount of \$250.00.

Unanimously carried.

8.1.7 Kensington Official Plan and Development Control Bylaw Review

8.1.7.1 *Moved by Councillor Spencer, seconded by Councillor MacLean*

THAT the Town of Kensington submit an application to the Municipal Strategic Component of the Gas Tax Fund to fund a portion of the cost of the Town of Kensington Official Plan and Zoning Bylaw Review Project. The Council understands that all future operational costs associated with and resulting from the project will be the responsibility of the Town of Kensington.

Unanimously carried.

8.1.8 Development Control Bylaw Amendment - Application – Portion of PID No. 880880 (Lot 28 of Proposed Subdivision) – First Reading

8.1.8.1 *Moved by Deputy Mayor Mann, seconded by Councillor Doucette*

WHEREAS a request has been received from Pam James, owner of PID No 880880, on behalf of P&G Developments, to amend the Town of Kensington Development Control Bylaw to re-zone a portion of their property (Lot 28 – Proposed Subdivision) from Multi-Unit Residential (R3) to Commercial (C1) for the purpose of constructing and operating a financial institution;

AND WHEREAS a public meeting was held on March 5, 2018 in accordance with the PEI Planning Act and the Town's Development Control Bylaw;

AND WHEREAS town staff have evaluated the application, in consultation with DV8 Consulting, and are recommending that Town Council proceed with the Bylaw amendment;

BE IT RESOLVED THAT Kensington Town Council give first reading to amend the Zoning and Subdivision Control Bylaw to re-zone a portion of PID No. 880880 (Lot 28 – Proposed Subdivision) from Multi-Unit Residential (R3) to Commercial (C1) for the purpose of constructing and operating a financial institution.

Unanimously carried.

8.1.8.2 *Moved by Deputy Mayor Mann, seconded by Councillor MacLean*

WHEREAS a request has been received from Pam James, owner of PID No 880880, on behalf of P&G Developments, to amend the Town of Kensington Development Control Bylaw to re-zone a portion of their property (Lot 28 – Proposed Subdivision) from Multi-Unit Residential (R3) to Commercial (C1) for the purpose of constructing and operating a financial institution;

AND WHEREAS a public meeting was held on March 5, 2018, in accordance with the PEI Planning Act and the Town's Development Control Bylaw;

AND WHEREAS town staff have evaluated the application in consultation with DV8 Consulting, and are recommending that Town Council proceed with the Bylaw amendment (re-zoning);

AND WHEREAS the Bylaw amendment was read a first time at this meeting;

BE IT RESOLVED THAT Kensington Town Council approve first reading to amend the Zoning and Subdivision Control Bylaw to re-zone a portion of PID No. 880880 (Lot 28 – Proposed Subdivision) from Multi-Unit Residential (R3) to Commercial (C1) for the purpose of constructing and operating a financial institution.

Unanimously carried.

8.2 Other Matters

- 8.2.1** Deputy Mayor Mann brought forward concerns from a recent accident which closed Highway 2 and rerouted traffic. It was noted that large trucks were unable to stop in a safe manner as there was no pre-warning of the re-routed traffic.

8.2.2 *Moved by Deputy Mayor Mann, seconded by Councillor Spencer to approve the 2017 Audited Financial Statements as prepared by Arsenault Best Cameron Ellis Chartered Accountants. Unanimously carried.*

8.2.3 Mayor Caseley discussed the required repairs to the roof of the public works shop building.

Moved by Councillor Doucette, seconded by Councillor Spencer to authorize the CAO to proceed with awarding the contract for the replacement of the public works shop roof for an estimated cost of \$8,000-\$10,000. Unanimously carried.

8.2.4 Mayor Caseley presented Town Council with a request from Police Chief Sutherland to replace the 2013 Ford Taurus police vehicle.

Moved by Councillor Doucette, seconded by Councillor Spencer to authorize the CAO to purchase a used 2013 Ford Taurus police cruiser from Martin's River Auto Ltd. for the estimated cost of \$5,500 for the vehicle and \$1,800 for the transfer of equipment. Unanimously carried.

9. Correspondence

9.1 A letter from Techno Media requesting the Town to purchase an advertisement in the 2018 Central Coastal Guidebook. – *No action*

9.2 A donation request from Colin MacKenzie and Lauren Ferguson who will be representing PEI at the Under 18 Curling Nationals in New Brunswick.

Moved by Councillor MacLean, seconded by Councillor Doucette to approve a \$250 donation towards Team Ferguson and Team MacKenzie for the 2018 Under 18 Curling Nationals. Unanimously carried.

9.3 A letter from the PEI Rural Beautification Society requesting the Town's sponsorship.

Moved by Councillor Spencer, seconded by Councillor Doucette to approve a \$300 donation to the PEI Rural Beautification Society. Unanimously carried.

9.4 An invitation to the 2018 Kensington & Area Chamber of Commerce Annual Presidents Dinner on April 25, 2018. Members of Council wishing to attend can RSVP with Wendy MacKinnon.

9.5 An email from KISH Principal, Donald Mulligan requesting the Town's support towards ice rental rates for the 2018 High School Hockey Tournament at the Community Gardens from April 9-14th, 2018.

Moved by Councillor Spencer, seconded by Councillor Doucette donate 5 hours of ice rental time to the High School Hockey Tournament at the Community Gardens Complex from April 9-14th, 2018.

10. In-Camera

10.1 Nil

11. Adjournment

Moved by Councillor Doucette, seconded by Councillor Spencer to adjourn the meeting at 8:17 PM. Unanimously carried.

Wendy MacKinnon,
Deputy Administrator

Rowan Caseley,
Mayor

Town of Kensington		
CAO Monthly Report for Town Council - April 2018		
Item #	Project/Task	Status
1	Emergency Measures Organization	NO UPDATE I have not, at this point had an opportunity to reach out to the EMO Coordinator to determine when a meeting will be scheduled. I will update Council as further information becomes available.
2	Exempt Staffing Policy	NO UPDATE - A draft policy has been provided to the CAO. CAO to finalize prior to presentation to Council.
3	2018/19 Financial Plan	The financial plan and and 2017 financial statements have been submitted to the Minister as required by the Municipal Government Act.
4	Relocation of "Welcome to Kensington" Sign - Charlottetown Road	This will be completed in the Spring of 2018.
5	Fire Hydrant Adoption Recognition Policy	NO UPDATE
6	Financial Policy Development	The Deputy Administrator continues to work on financial related policy development as time permits. Policies will be brought forward to Town Council as they are completed.
7	Wellfield Protection Plan	A final draft of a proposal for the development of a wellfield protection plan has been provided by the Kensington North Watersheds Association and will be presented to Committee of Council at their regular April meeting.
8	Procedural Bylaw	Required under the new MGA. The Town currently possesses a Procedural Bylaw however it will need to be reviewed and updated to comply with the MGA. The Bylaw will be reviewed and updated by staff and presented to Town Council upon completion.
9	Crossing Guard Volunteers	NO UPDATE Direction was provided by Town Council to contact three volunteers who have expressed interest in the volunteer crossing guard positions. To date, this has not been completed.
10	Fire Department Policy Development	Work continues on this project. It is expected to be completed within the next two weeks or so. I met with the consultant on March 15th and I am aware that a meeting with the Deputy Fire Chief was held.
11	Zamboni Replacement	A report will be presented during the April Committee of Council meeting on the replacement of the Credit Union Centre Zamboni.
12	Conflict of Interest Bylaw	Required under the new MGA. The Bylaw will be drafted by staff and presented to Town Council upon completion.
13	Street Transfer to Province of PEI	All information required by the Province has been provided. The province has been invoiced for the cost of the Kensington Storm Drainage to enable the town to repay funds to the Building Canada fund.
14	CGC Naming Rights	I have been informed by the MBCU that the signage for the Credit Union Centre has been ordered.
15	Tax Rate Groups Bylaw	The Bylaw was given first reading at the March regular meeting of town Council. The Bylaw has been circulated with the April tentative agenda package and is recommended for second reading and formal adoption.
16	Council Code of Conduct Bylaw	Council currently possesses a Code of Conduct however it is not in Bylaw form. Staff will draft the necessary Bylaw and present to Town Council upon completion.
17	BST Multi Unit Development	NO UPDATE It is understood that this project will move forward in 2018. All permitting for the water and sewer connection has been completed by the developer though IRAC and the Provincial Department of Environment.
18	Rail Yards Clock Repair	NO UPDATE A copy of the wiring schematic for the clock has been provided to the electrician. He will review the information provided and determine how to make (and keep) the clock operational.
19	Canada Post Sign - Corner of Victoria/Broadway	I have reached out to the Province of PEI to provide an update on the status of the upgrades required to the sign. They have tried very hard to get the sign issues rectified however they have not received any response from Canada Post. They have provided me with contact information for Canada Post Maintenance. I will make the necessary contact to try and get the sign upgraded.
20	Access to Information and Protection of Privacy Bylaw	NO UPDATE The Town currently possesses an Access to Information Bylaw however it will be required to be re-drafted to ensure it complies fully with the new Act. The Bylaw will be drafted by staff and presented to Town Council upon completion.
21	Records Retention and Disposition Bylaw	Required under the new MGA. The Bylaw will be drafted by staff and presented to Town Council upon completion.
22	Letter to Contractors Re: Development Permits	A letter has been drafted and will be finalized over the next week or so. It will then be sent to local contractors, etc.
23	Strategic Plan Development	The funding application has been submitted. Informally, we have been advised that the funding was approved however no formal approval has been received to date. Once funding approval is received a RFP will be issued to move the project forward.

Item #	Project/Task	Status
24	Flag and Proclamation Policy	Staff are working on a Flag Policy and Proclamation Policy. It was initially thought that a draft could be brought to February's Committee of Council meeting however time did not permit this. Some initial research has been completed however nothing has been drafted to date.
25	Procurement Bylaw	The Town currently possesses a Procurement Policy however it will need to be re-drafted in Bylaw form. The Policy will be reviewed and re-drafted in the form of a Bylaw and presented to Town Council upon completion.
26	Rail Yards Map Stop Sign	NO UPDATE The repairs to the map stop sign have begun. The roof has been replaced. The remaining required work will be completed as the weather allows, i.e. painting, etc.
27	Employee Code of Conduct	A Code of Conduct for staff will be drafted and presented to Town Council for approval upon completion.
28	Various MGA Immediate Requirements	The Tax Rate Bylaw has been completed and is recommended for second reading and formal adoption. A borrowing Bylaw has been drafted and will be presented as part of the April tentative agenda package. Other Bylaws required under the new MGA that are indicated as immediate requirements include a Reserve Fund Bylaw, Fees Bylaw, and an Animal Control Bylaw. These Bylaws are at various stages of being drafted.
29	Annexation of Lands of M.S. Woodside's Ltd.	The annexation application has been drafted and provided to IRAC and Municipal Affairs.
30	Pam James Re-Zoning Application	A request for decision has been circulated with the tentative agenda package recommending that Town Council approve second reading and to formally adopt the bylaw and official plan amendment.
31	KISH Fuel Tank	NO UPDATE A meeting with representatives from the Public Schools Branch was held on February 20, 2018. It was attended by Mayor Caseley and I. We continue to work towards a relocation of the fuel tank.
32	Immigration - PNP Community Endorsement	Several community endorsement meetings were held over the month of March and early April. Two endorsements have been provided thus far. This initiative continues to consume a considerable amount of staff time, setting up and preparing for meetings. Further meetings have been scheduled throughout April and contacts are being made with the town hall on a near daily basis.
33	Collective Bargaining Negotiations	It is anticipated that the draft CBA will be presented during a Committee of the Whole discussion at the April regular meeting of Town Council.
34	Official Plan and Zoning Bylaw 5 Year Review	The funding application to the Municipal Strategic Component of the Gas Tax Program has been submitted to the Province. To date, no response to the application has been received. Once (and if) funding approval is received a RFP will be drafted to move the project forward.
35	Donations and Grants	Donations and Grants have been made to the KISH 'AAA" Volleyball Team, Kensington Girl Guides and Pathfinders, Team PEI Booster Club, the youth curling teams and the KISH Hockey Invitational as directed by Town Council
36	Public Works Roof Replacement	Quotes were requested for the public works shop roof replacement. A request for decision has been circulated with April's tentative agenda package.
37	Police Vehicle Purchase	The used Ford Taurus has been purchased and is now in regular use by the Police Department.

[illegible]

[illegible]

[illegible]

Police Report February 2018

KPS received 2 false alarms during the month.

February 6@ 2156 – Island Stone Pub, patrol attended.

February 23@1819 – Kensington Co-op, advised keyholder will not be attending.
Patrol attended location and found all in order.

Year To Date Approved Development Permits Summary Report
2018

Development Permit Category	January	February	March	April	May	June	July	August	September	October	November	December		Total	
New Residential Accessory Structure	1													1	
New Semi Detached Dwelling				1										1	
Total:				1										2	

Total Estimated Construction Value
\$10,000.00
\$300,000.00
\$310,000.00

DEVELOPMENT PERMITS REPORT

For the period March 13, 2018 to April 06, 2018

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								
Semi Detached Dwelling											
02-18	04/05/2018	P/O 77271	Grant Paynter/Anne & Garth Harris - North Granville	902-439-3886	Approved	New	Semi Detached Dwelling		\$300,000.00	04/16/2018	08/30/2018
			4A&B Brookins Drive				Description:	Construct new residential duplex			

Sub Total: \$300,000.00

Total: \$300,000.00



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:	April 3/18
Date Approved:	
PEI Planning:	
Permit Fee: \$	200.00 <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 4 Brookings Drive Property Tax Number (PID): 910 77271
Lot No.: 1 Subdivision Name Brookings Dr Current Zoning: R 2
Are there any existing structures on the property?: ☒ No ☐ Yes, please describe:

Land Purchased from Pam Michael Jones Year Purchased 2018

Location of Development	Property Size	
<input type="checkbox"/> North <input type="checkbox"/> East	Road Frontage <u>89.12'</u>	Acreage _____
<input type="checkbox"/> South <input type="checkbox"/> West	Property Depth <u>119.13</u>	Area sq. ft. _____

2. Contact Information

APPLICANT Name: Grant Paynter Address: North Grenville PE
Phone: 902 886 3393 Cell: 902 439 3886
Email: grantpaynterconst@hotmail.com Postal Code: C0A 1E0

Same as Above: ☐
OWNER Name: Anne South Harris Address: Karen McIsaac
Phone: 902-315-0189 Cell: _____
Email: _____ Postal Code: _____

CONTRACTOR, ARCHITECT OR ENGINEER Name: Grant Paynter Const Address: _____
Phone: _____ Cell: 439 3886
Email: grantpaynterconst@hotmail.com Postal Code: C0A 1E0

3. Infrastructure Components

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

4. Development Description

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

<input type="checkbox"/> Single Family (R1)	<input type="checkbox"/> Commercial (C1)	<input type="checkbox"/> Public Serv./Institution (PSI)	<input type="checkbox"/> Other
<input checked="" 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 checked="" 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 Per S.D</u>	<u>2 Per</u>	Width _____ Length _____

Detailed Project Description: construction of Duplex for residential tenant

Estimated Value of Construction (not including land cost): 300,000

Projected Start Date: Spring 2018 Projected Date of Completion: Summer 2018

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.

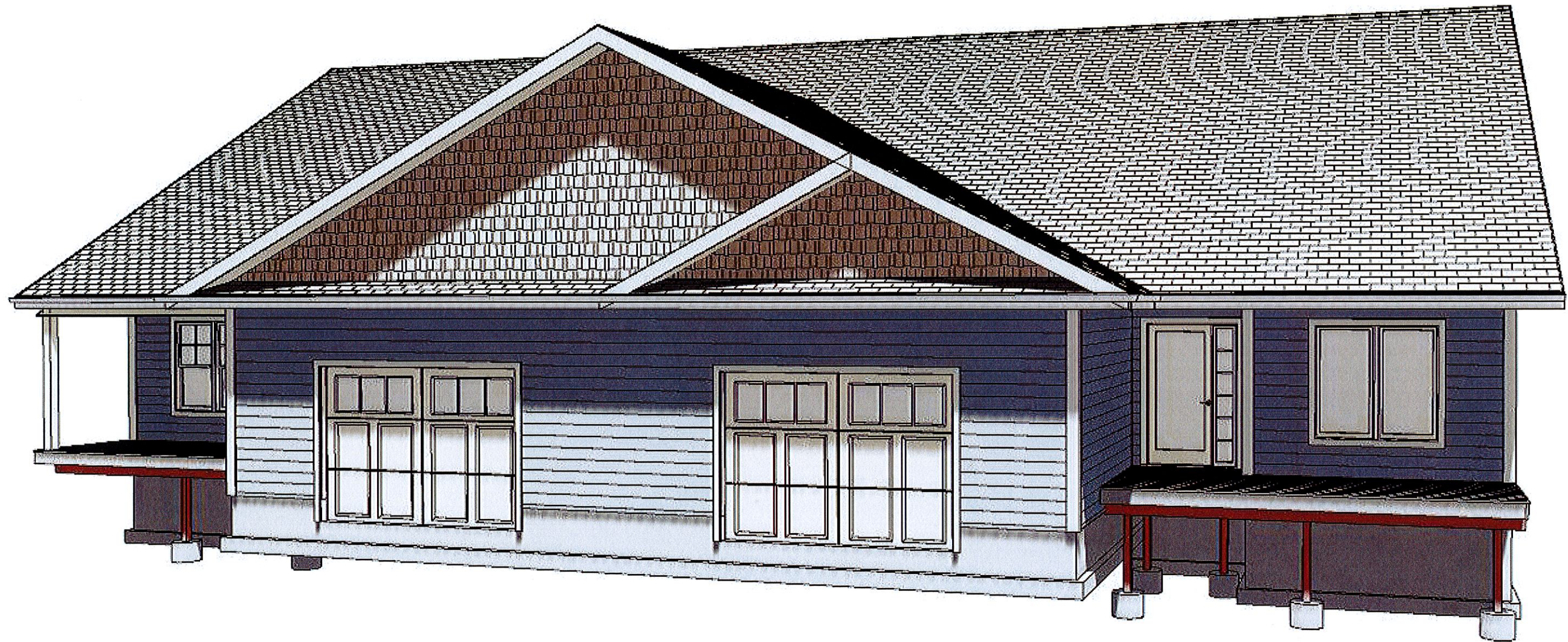


I DO SOLEMNLY DECLARE & CERTIFY:

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: Mar 19 2018



NOTE:

DRAWINGS ARE FOR REFERENCE ONLY AND
SHOULD NOT BE RELIED ON FOR CONSTRUCTION
PURPOSES.

REVISION TABLE	
NUMBER	DATE



SPRING VALLEY MACISSAC DUPLEX
BUILDING CENTRE

DRAWN BY: SRY
steveo@springvalleybc.ca
TEL: (902) 896-4294
FAX: (902) 896-3634

DATE:

4/3/2018

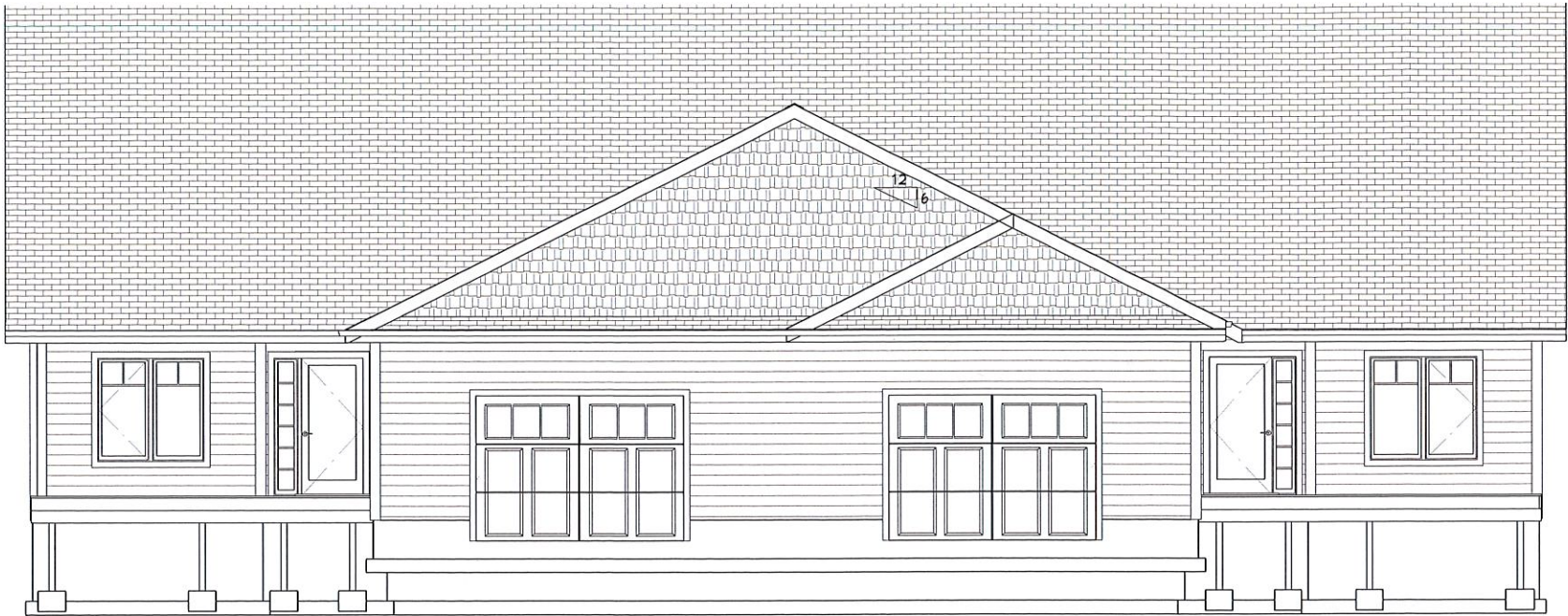
SCALE:

N.T.S

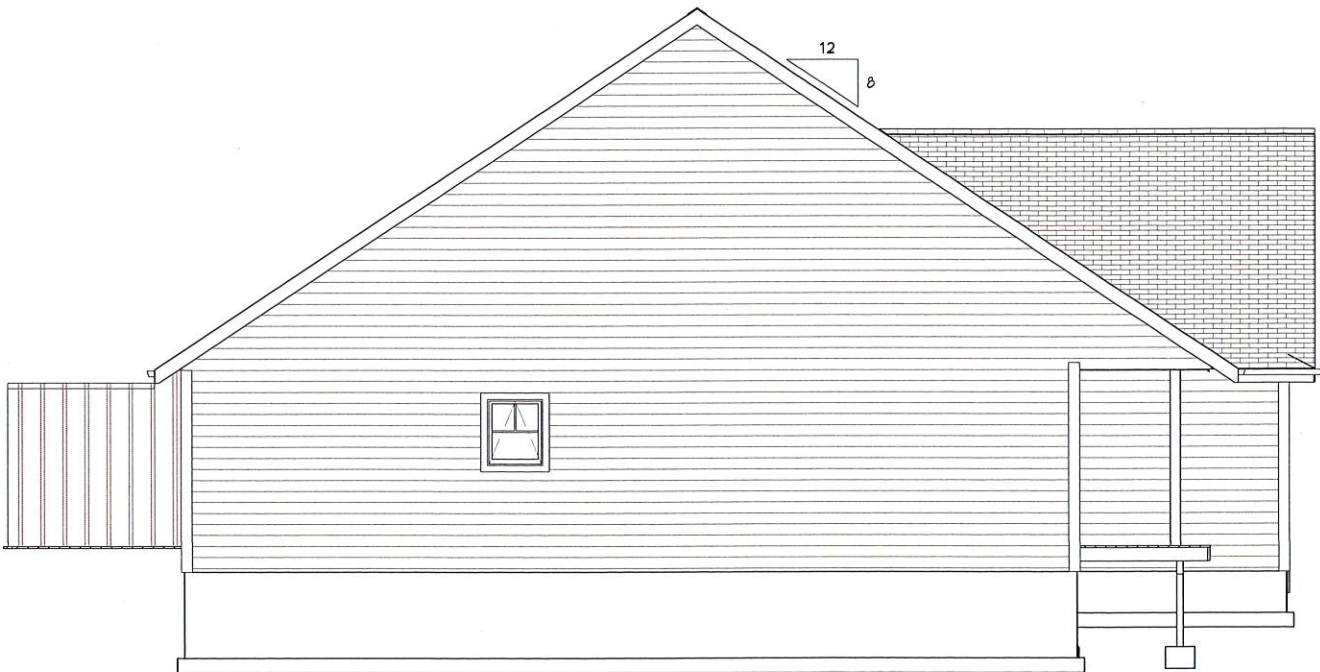
SHEET:

COVER

FRONT



LEFT



NOTE:
DRAWINGS ARE FOR REFERENCE ONLY AND
SHOULD NOT BE RELIED ON FOR CONSTRUCTION
PURPOSES.

ELEVATIONS

REVISION TABLE	
NUMBER	DATE



SPRING VALLEY MACISSAC DUPLEX
BUILDING CENTRE

DRAWN BY: SRY
steveo@springvalleyjbc.ca
TEL: (402) 836-4284
FAX: (402) 836-3634

DATE:

4/3/2018

SCALE:

N.T.S

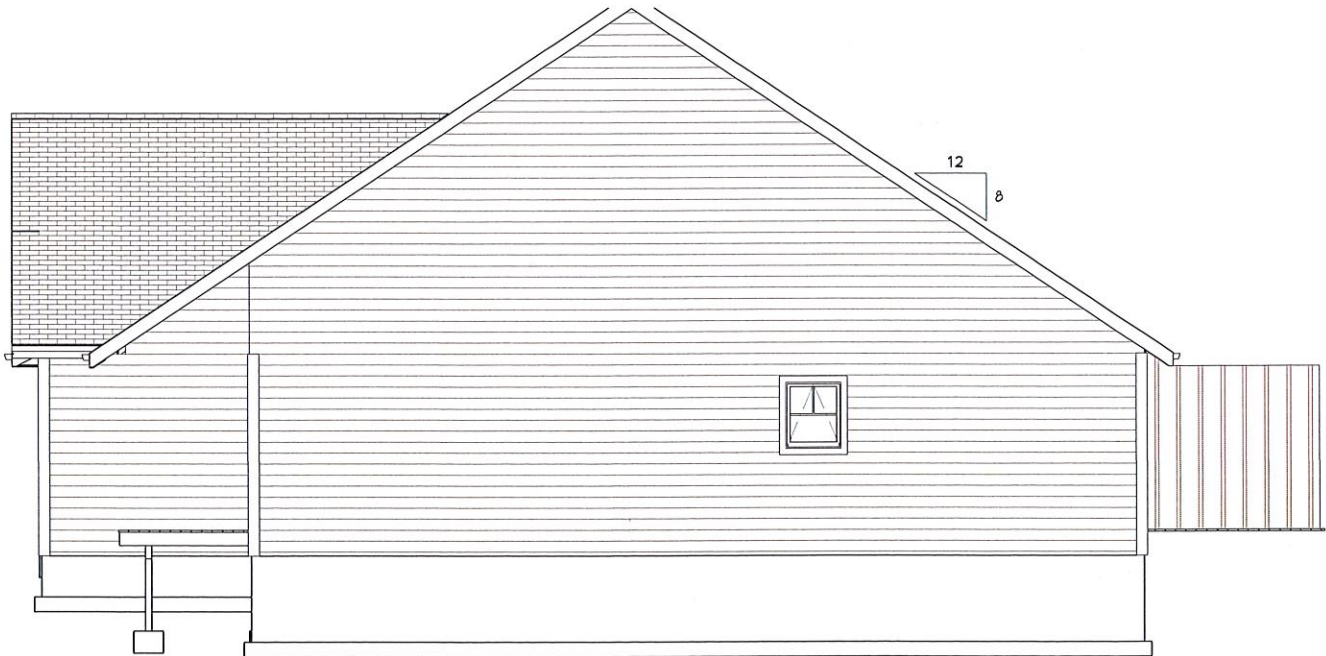
SHEET:

104

REAR



RIGHT



NOTE:
DRAWINGS ARE FOR REFERENCE ONLY AND
SHOULD NOT BE RELIED ON FOR CONSTRUCTION
PURPOSES.

REVISION TABLE		DESCRIPTION
NUMBER	DATE	REVISION



SPRING VALLEY MACISSAC DUPLEX
BUILDING CENTRE

DRAWN BY: SRV
steveo@springvalleybc.ca
TEL: (902) 836-4284
FAX: (902) 836-3634

DATE:

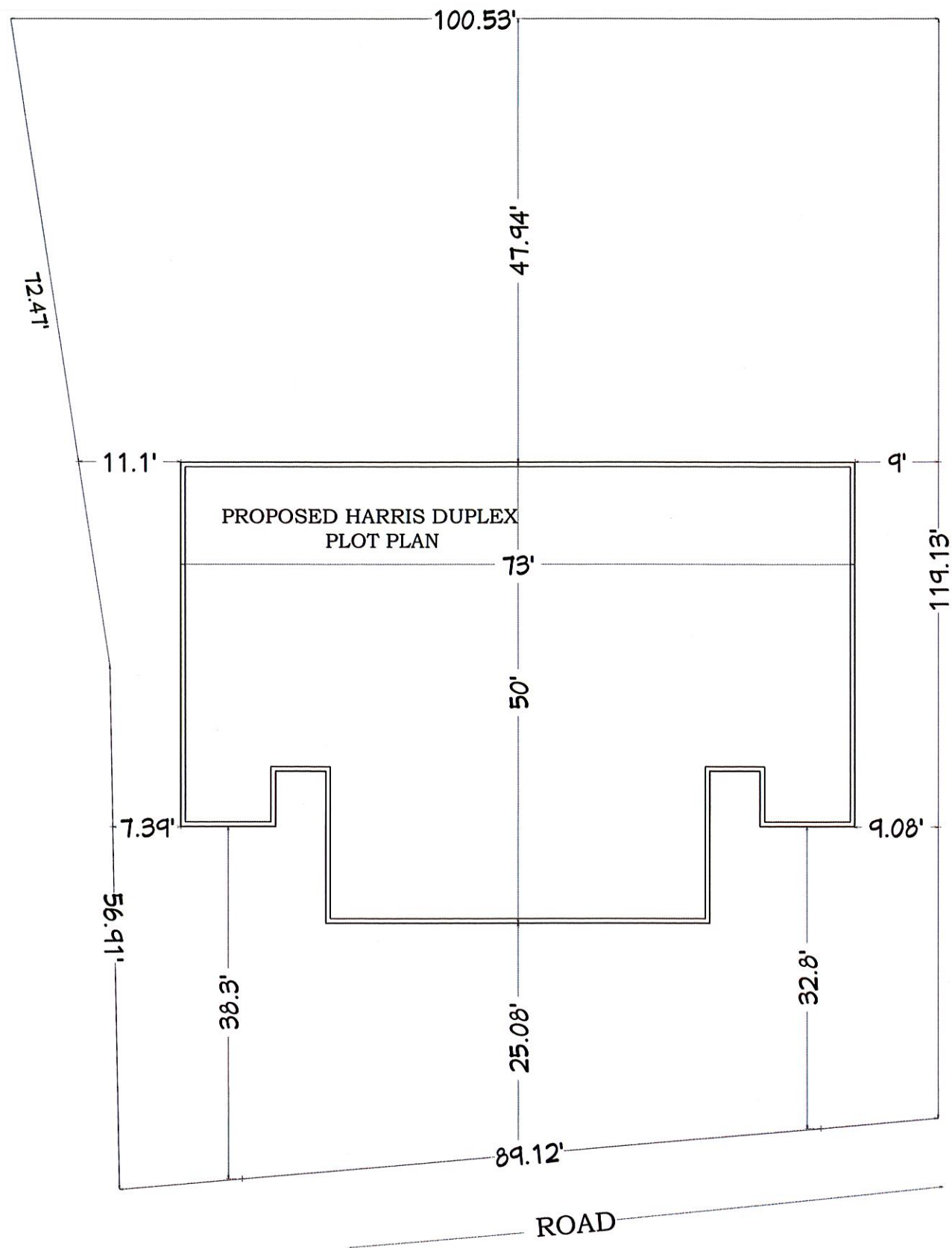
4/3/2018

SCALE:

N.T.S

SHEET:

NOTE:
DRAWINGS ARE FOR REFERENCE ONLY AND
SHOULD NOT BE RELIED ON FOR CONSTRUCTION
PURPOSES.



REVISION TABLE	
NUMBER	DESCRIPTION



SPRING VALLEY **MACISSAC DUPLEX**
BUILDING CENTRE

DRAWN BY: SRV
steveo@springvalleybc.ca
TEL: (902) 836-4299
FAX: (902) 836-3634

DATE:

4/3/2018

SCALE:

N.T.S.

SHEET:

106

Town of Kensington Bills List February 2018

ACT Hydraulics	1225	\$70.21
Amalgamated Dairies Limited	4918033020	\$14.77
Amalgamated Dairies Limited	4918037027	\$45.53
Amalgamated Dairies Limited	4918044022	\$47.03
Amalgamated Dairies Limited	4918047019	\$17.74
Amalgamated Dairies Limited	4918050013	\$24.61
Amalgamated Dairies Limited	4918054020	\$21.43
ADL Foods	2336978	\$544.47
ADL Foods	2337359	\$344.61
ADL Foods	2336757	\$473.15
ADL Foods	2338305	\$483.99
ADL Foods	2338521	\$169.53
ADL Foods	2338595	\$821.17
Aliant	5892233	\$227.84
Aliant	5895336	\$30.48
Anderson Automotive	40102	\$112.56
Andrew Griffin	FEB 2018 RRSP	\$497.80
Bell Mobility	2-377780	\$201.25
Brenda MacIsaac	FEB 2018 RRSP	\$273.00
Brenda MacIsaac	EXP FEB15	\$14.10
Campbell's Plumbing and Heating	9362	\$479.03
Combat Computer Inc	37812	\$345.00
Combat Computer Inc	37811	\$902.75
Combat Computer Inc	37813	\$941.56
Commercial Construction	FEB 2018 SNOW	\$4,755.25
Commercial Construction	FEB 1, 2018	\$5,387.75
PEI Crime Stoppers	2018 DONATION	\$240.00
Canadian Union of Public Employees	FEB 2018 UNION DUES	\$457.43
Eastlink	04542400	\$594.57
Eastlink	04542716	\$83.89
Eastlink	04543041	\$23.00
Eastlink	04457763	\$66.07

Eastlink	04398857	\$73.57
Eastlink	04341689	\$129.84
Frito Lay Canada	43758529	\$115.37
Frito Lay Canada	43758724	\$107.99
GBS Technologies	139427	\$56.05
Geoff Baker	FEB MILEAGE 2018	\$333.18
Battlefield Equipment Rentals	5321436 001	\$81.45
Battlefield Equipment Rentals	5322316 001	\$81.45
Battlefield Equipment Rentals	53120343 001	\$122.19
Battlefield Equipment Rentals	5319246 0001	\$81.45
Irving Oil	32256895	\$351.88
Irving Oil	3223411	\$110.36
Irving Oil	327852	\$442.75
Irving Oil	226927	\$533.42
Irving Oil	140868	\$421.00
Irving Oil	265358	\$417.49
Irving Oil	32262905	\$166.35
Irving Oil	580553	\$155.15
Irving Oil	653426	\$619.72
Irving Oil	44112	\$494.29
Irving Oil	43457	\$720.99
Irving Oil	981004	\$203.41
Irving Oil	262295	\$133.29
Irving Oil	331498	\$545.13
Irving Oil	32269201	\$76.11
Irving Oil	32275158	\$123.25
Irving Oil	38419	\$131.73
Irving Oil	433306	\$211.74
Irving Oil	306771	\$280.09
Irving Oil	438447	\$600.32
Irving Oil	729614	\$206.21
Irving Oil	730454	\$381.74
Irving Oil	648707	\$438.24
Irving Oil	667837	\$203.74

Irving Oil	758710	\$35.18
Irving Oil	668723	\$145.28
Island Petroleum	3691	\$555.87
Island Petroleum	0907	\$510.03
Island Petroleum	7225	\$276.48
Island Petroleum	7226	\$355.28
Island Petroleum	0785	\$541.77
Island Petroleum	6484	\$506.79
Island Petroleum	2390	\$273.96
Island Mobile Communciations	6394	\$1,316.75
Kays Wholesale	Z02002	\$617.32
Kensington Skating Club	2018 DONATION	\$500.00
Key Murray Law	231695	\$618.04
Kim Mullett	TRAINING MEALS FEB	\$67.15
Kensington Metal Products Inc	41244	\$109.98
K'Town Auto Parts	7196/5	\$10.56
K'Town Auto Parts	7338/5	\$120.97
Lewis Sutherland	FEB 2018 RRSP	\$613.48
Lewis Sutherland	FEB MILEAGE2018	\$113.27
Maritime Electric	20 STEWART ST FEB 18	\$61.94
Maritime Electric	PW SHOP FEB 2018	\$281.78
Maritime Electric	CGC BALLFIELD FEB 18	\$28.26
Maritime Electric	CGC RINK FEB 2018	\$8,468.75
Maritime Electric	CGC SIGN FEB 2018	\$60.04
Maritime Electric	SENIOR CENTRE FEB 18	\$52.54
Maritime Electric	TOWN HALL FEB 2018	\$1,329.53
Maritime Electric	LIBRARY FEB 2018	\$245.65
Maritime Electric	TRAIN STN FEB 2018	\$600.48
Maritime Electric	ART CO-OP FEB 2018	\$250.00
Maritime Electric	EVK POOL FEB 2018	\$67.15
Maritime Electric	FIRE HALL FEB 2018	\$393.55
Maritime Electric	STREET LIGHTS FEB 18	\$2,904.37
Maritime Electric	RADAR SIGNS FEB 2018	\$102.78
Maritime Electric	CAR CHARGER FEB 2018	\$43.07

Mary's Bake Shoppe	28	\$66.00
Mary's Bake Shoppe	FEB 14, 2018	\$14.50
Malpeque Bay Credit Union	FEB 2018 RRSP	\$1,582.68
McInnes Cooper	2018004050	\$524.17
McInnes Cooper	2018004023	\$681.42
Micmac Fire & Safety Ltd	NS-00849078	\$448.50
Minister of Finance	298379	\$6,900.00
Minister of Finance	298180	\$954.73
MJS Marketing & Promotions	2620015	\$207.00
Moase Plumbing & Heating	27757	\$592.83
Murphy's Kensington	817296	\$15.50
Orkin Canada	8293052	\$28.75
Orkin Canada	8304409	\$62.10
Pepsico	30015956	\$1,225.96
Police Vision CPA/ACP	18018008	\$204.70
Potts Sleigh Rides	2	\$400.00
Princess Auto	FEB 22, 2018 GIFT	\$250.00
Receiver General for Canada	20180044860	\$475.00
Receiver General for Canada	20180045707	\$270.00
Right on Board Locksmith	5491	\$427.23
Robert Hartlen	TRAINING EXP FEB 18	\$186.36
Robert Wood	FEB 2018 MILEAGE	\$168.80
Rodney Hickey	17799 ENMANS AUDIO	\$1,195.99
Rowan Caseley	FEB MILEAGE 2018	\$98.70
Saltwire Network	9147	\$316.25
Saltwire Network	9006	\$401.06
Mikes Independent	03 2182	\$43.74
Mikes Independent	01 7459	\$14.67
Mikes Independent	021518	\$39.44
Mikes Independent	01 9011	\$14.97
Mikes Independent	01 8725	\$22.20
Mikes Independent	01 7767	\$19.77
Mikes Independent	01 5427	\$23.22
Scotia Securities	FEB 2018 RRSP	\$381.52

Scotiabank Visa	PAPA JOE'S- MEETING	\$45.70
Scotiabank Visa	PEI PHOTOLAB 308029	\$188.41
Scotiabank Visa	PINK SHIRTS 858652	\$70.00
SSQ Insurance Company Inc	6015913	\$1,470.00
Summerside Chrysler Dodge (1984) Ltd	WS10821	\$1,467.34
Suncor Energy Products Partnership	FEB 2018	\$819.07
Superior Sanitation	637934	\$80.50
Superior Sanitation	637935	\$184.00
Superior Sanitation	637936	\$230.00
Superior Sanitation	637937	\$207.00
T & K Fire Safety Equipment Ltd	235448	\$1,300.00
Telus	FEB 9, 2018	\$732.51
Toshiba Finance	15443417	\$530.37
Traci Campbell	143237 JAN & FEB AER	\$546.00
Kensington United Church	WINTER CARNIVAL	\$90.00
Vail's Fabric Services Ltd	46675	\$126.50
Vail's Fabric Services Ltd	299163	\$104.42
Water & Pollution Control Corporation	FEB 2018	\$239.90
Workers Compensation Board of PEI	1ST INSTALL FEB 2018	\$7,631.40
Wet n' Wild Car Wash	111840	\$90.00
Yellow Pages Group	18-5596352	\$22.08
Subtotal		<hr/> \$84,473.52
Feb Payroll		\$77,792.91
Total Feb Bills		<hr/> \$162,266.43 <hr/>

TOWN OF KENSINGTON – MEMORANDUM

TO: MAYOR AND TOWN COUNCIL, CAO
FROM: ROBERT WOOD, CGC MANAGER
SUBJECT: FEB 2018 COMMUNITY GARDENS COMPLEX REPORT
DATE:
ATTACHMENT: STATISTICAL REPORT

Feb 2018

Fitplex

Programming: Aerobics Programming

Hi Lo	Tuesdays 6.30pm
Boxer-fit	Thursdays 6.30pm
Multi -fit	Saturday 8.30am

Hours

Key FOB Entry	5:45 AM – 12:00 Midnight Daily
Staffed	4:00 PM – 8:00 PM Monday – Thursday

Seniors Chair Fit will begin in March on Tuesdays and Thursdays at 11-11.45am

Arena

-Hosted Initiation Islander day tournament be held in Feb and had over 200 participants.

-Zamboni had several more hydraulic hoses break and needed to be replaced . Bruce Bell indicated more need to be replaced in spring.

-Two panes of glass broke in feb on the ice surface and needed to be replace.

-Playoffs will be starting in March for Wild and Vipers teams.

-Pewee A and Novice A Tournaments will be held in March.

-Kensington Figure Skating Ice Show will be held in March.

Kensington Cash

Feb, 2018	\$200.00
	\$205.00
	\$210.00
	<u>\$210.00</u>
<u>Total</u>	<u>\$825.00</u>

Ball Fields

Nothing to report.

Senior Center

Nothing to report

Upcoming Events

Pewee A Provincials

Novice A Tournament

Kensington Figure Skating Ice Show

Aaron Doyle Rec Tournament

High School Hockey Tournament

Town of Kenisngton

Community Gardens Complex Monthly Statistical Data

2018

[illegible]

Town of Kenisngton Community Gardens Complex Monthly Statistical Data 2017

[illegible]



Mayor's Report to Town Council

April 9, 2018

The Mayor's Report to Town Council is an opportunity for the Mayor to provide feedback to Council, Staff, Residents and other interested Stakeholders about activities of the Mayor on their behalf since the last Council meeting. It will include as much as possible a summary of information from meetings and discussions on behalf of the Town of Kensington. Any decisions to be made on behalf of the Town will be brought forward to Council for decisions.

The Mayor is the designated spokespersons for the town and communicates decisions made by Town Council. The Mayor chairs the monthly Town Council Meetings and the monthly Committee of Council meetings. All efforts are made to keep discussions and decisions transparent as we represent the town on behalf of the residents. Agenda's (along with supporting information) for Committee of Council meetings and Town Council meetings are posted on the town website on the Friday afternoon prior to the meeting. (www.kensington.ca)

Committee of Council meetings are held on the 4th Monday of each month at 6:30pm and Town Council meetings are held on the 2nd Monday of each month at 7:00pm. The agenda's (along with supporting information) are emailed to the County Line Courier, Journal Pioneer and CBC on the Friday afternoon prior to the meetings.

Meeting with Minister Chris Palmer – Mr. Baker and I met with Minister Palmer to bring him up to speed on previous discussions we had with his department on the need for a new industrial park in Kensington. He seemed receptive to the idea and agreed to do some follow up as to how something like this would proceed. He agreed to work with the Town towards this direction.

Senior Surfers Open House – The senior surfers held an open house to display their Artwork which they have done each year under the LEAP program for seniors. As I was not able to attend Councillor Pickering attended on my behalf and brought greetings on behalf of the town. Thank you Councillor Pickering.

Police Department – Chief Sutherland and I had a visit from a resident who came in to express his appreciation for a selfless act by one of our police officers – Cst. Rob Hartland. Resident Bob was having a medical emergency during a snow storm in early March. He called 911 and waited on the phone while the ambulance was dispatched. Apparently the ambulance attendants could not get to his door because of snow and this was overheard by Cst. Hartland. Cst Hartland immediately jumped in the car and proceeded to the location and shovelled a path for the EMT's to get the stretcher into the resident's home. Many thanks to Cst. Hartland for this action and job well done. Resident Bob was very pleased and wanted Council to know the extra steps our police officers take when needed.

Rowan Caseley
Mayor – Town of Kensington

Town of Kensington - Request for Decision

Date: March 23, 2018	Request for Decision No: 2018-21 (Office Use Only)
Topic: Town Hall Flooring Replacement	
Proposal Summary/Background: Staff solicited quotes from Town 'N Country Carpet One and City Flooring for the replacement of the flooring at the town administrative office. It has been over 10 years since the flooring in the town office has been replaced and there are areas that have lifted from the subfloor and have created a tripping hazard. It was suggested to replace the existing flooring with carpet or carpet tiles for noise reduction and cost savings. The quotes include the removal of the old carpet, remove and reinstall cove base, moving of all furniture, and to supply all material needed to install the new carpet. The quotes came in as follows: Town 'N Country Carpet One - \$4,738.39 plus HST City Flooring - \$7,853.32 plus HST	
Discussion/Comments: The flooring installation will need to be completed during evening and weekends to minimize disruption of the day to day operation of the Town Office. Town 'N Country Carpet One schedule: Friday night, all day Saturday and Sunday City Flooring schedule: Friday night, all day Saturday and Sunday	
Benefits: <ul style="list-style-type: none">• Will give the town administrative office an updated look.	
Disadvantages: <ul style="list-style-type: none">• Minimal disruption to day to day operations of the town administrative office.	
Options: <ol style="list-style-type: none">1. Replace town office flooring2. Not replace town office flooring	
Costs/Required Resources: <ol style="list-style-type: none">1. Town 'N Country Carpet One \$4,738.39 plus HST	Source of Funding: 2018/19 Capital Budget

Recommendation:

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

BE IT RESOLVED THAT Town Council award a contract to Town 'N Country Carpet One to supply and install flooring at the town administrative office as per their quote dated March 16, 2018 in the amount of \$4,986.27 HST included.

'n COUNTRY CARPET ONE

205 MacEwen Road, Summerside, PE C1N 2P4

P. 902. 436.7710, F. 902.436.5951 email stevefraserc@eastlink.ca

QUOTATION

Date: March 16, 2018

To: Kensington Town Hall

Phone: 902-836-3781

Email: mail@townofkensington.com

Re: Flooring quote

Hi Wendy here is your quote for new carpet for
Your facility.

To supply Supplement 28oz color Asteroid 86941
With glue and 9ft of door moulding. \$ 2479.24

To supply installation of carpet, removal of old
Carpet and disposal, moving of big furniture
And remove and reinstall cove base. \$ 1876.65
Total \$ 4335.89
Hst 630.38
Grand Total \$ 4986.27

[If new cove base is chosen then to supply and install]
Would be \$462.87 hst included.

Quoted by Steve Fraser.

Quotation 8363781B



CITY FLOORING

601 Read Drive Summerside P.E.I C1N5C2

Tel: (902) 724-3220 Fax: (902) 724-3221
www.cityflooringonline.com

Name: TOWN OF KENSINGTON

Date: 03/21/2018

Address: PO BOX 418, KENSINGTON, PE, C0B-1B0

Salesperson: KEVIN_DESROCHES

Home Telephone: (902) 8363781

Measured By:

Business Telephone: (902)

Email: MAIL@TOWNOFKENSINGTON.COM

Project:

Installation Date:

Directions: TOWN OF KENSINGTON REPLACE CARPET IN MAIN OFFICES AND CHAMBERS (CARPET)

Width	Length	Units Sold	Inst.	Description	Color	Room	Price	Total
12	155	1860.00	1.25	TO B MAJOR ATTRACTION			\$2.51	\$4,668.60
		2		GS ADH MT 711 4 GAL			\$199.99	\$399.98
		16	1.00	MS BEVEL 1 1/2 IN			\$2.99	\$47.84
		2		AS CARPET SEAMING ADH			\$22.95	\$45.90

Installation and Miscellaneous Charges

Units	Description	Price	Total
1	MOVE FURNITURE	\$350.00	\$350.00

Sub Total	\$5,162.32
Inst. Total	\$2,691.00
Sub Total	\$7,853.32
HST	\$1,178.00
Total	\$9,031.32

Town of Kensington - Request for Decision

Date: April 5, 2018	Request for Decision No: 2018-22 (Office Use Only)						
Topic: Kensington Fire Department Bunker Gear							
Proposal Summary/Background: Acting Fire Chief Rodney Hickey has requested Town Council's consideration of purchasing five sets of bunker gear for the Fire Department, including Innotex energy bunker gear, helmets, boots and gloves. Three quotes were requested and received from: <table style="width: 100%; border: none;"><tr><td style="width: 40%;">T&K Fire Equipment Ltd.</td><td style="width: 60%;">\$13,650.00 plus HST</td></tr><tr><td>MicMac Fire Safety Source Ltd.</td><td>\$13,215.00 plus HST</td></tr><tr><td>Cummings Fire and Safety</td><td>\$12,732.65 plus HST</td></tr></table> In April of 2012, the Town requested quotations from fire supply companies for six sets of bunker gear. At that time, Town Council approved a purchase of 6 sets of bunker gear from T&K Fire Ltd. (T&K) even though their submitted price was higher than the low bidder. The rationale for purchasing from the higher bidder was 1) T&K were a local firm and 2) The fire department were developing a minimum standard for bunker gear (compatibility) and all bunker gear for the past approximately 10 years has been purchased through T&K. For the past 5 years Town Council has "sole sourced" the purchase of bunker gear from T&K however staff thought it prudent to request quotes in 2018 to ensure that competitive pricing was being maintained. It is recommended that Town Council approve the purchase of five sets of bunker gear from T&K Fire Equipment Ltd. at their quoted price of \$13,650.00 plus HST.		T&K Fire Equipment Ltd.	\$13,650.00 plus HST	MicMac Fire Safety Source Ltd.	\$13,215.00 plus HST	Cummings Fire and Safety	\$12,732.65 plus HST
T&K Fire Equipment Ltd.	\$13,650.00 plus HST						
MicMac Fire Safety Source Ltd.	\$13,215.00 plus HST						
Cummings Fire and Safety	\$12,732.65 plus HST						
Benefits: <ul style="list-style-type: none">• Will provide fire fighters with reliable equipment.• Will provide fire fighters with safer equipment.• Will ensure compatibility and ease of use with existing equipment.							
Disadvantages: <ul style="list-style-type: none">• None noted.							
CAO Discussion/Comments: I support and recommend that Town Council award a contract for the purchase of 5 sets of bunker gear from T&K for the fire department even though they are the higher bidder based on the fact that the fire department have developed a minimum standard for bunker gear and all gear for the past number of years has been purchased through T&K. Further, T&K were the only "local" firm to provide a quote. Given the minor cost difference and Council's desire to purchase locally (Procurement Policy), T&K's quote is deemed to provide best value to the town. The cost difference between the high and low bidder is \$917.35.							

Options:

1. Approve staff's recommendation to purchase 5 sets of bunker gear from T&K Fire Ltd.
2. Direct staff to purchase the bunker gear from another bidder.
3. Don't approve the purchase

Costs/Required Resources:

\$13,650.00 plus HST

Source of Funding:

Kensington Fire Department Capital Budget

Recommendation:

Town Council's consideration and approval of the following resolution is requested:

BE IT RESOLVED THAT Kensington Town Council approve the purchase of five (5) sets of bunker gear from T&K Fire Ltd. as per their quote dated March 7, 2018 in the amount of \$13,650.00 plus HST.



Sales Quote

16 Walker Drive
Charlottetown PE, C1A 8S6
(902) 368-3016 bus
(902) 368-3942 fax
Sales@tkfire.com

Quotation Number: TK03071802
Quotation Date: 03/07/18
Salesman: Brad Hickey
Customer: Kensington FD
ATTN: Rodney Hickey

QTY	Description	Price	Amount
5	Innotex Energy bunker Gear (Kensington FD specs)	2200.00	11,000.00
5	Cairns 664 Invader fire helmet	255.00	1275.00
5	Viking fireman boot	125.00	625.00
5	Innotex kangaroo skin glove model 795	150.00	750.00
			Total
			13,650.00

Prices quoted above do NOT include applicable taxes (HST)

We are pleased to submit the above quotation for your consideration. Should you place an order, be assured it will receive our prompt attention. This quotation is valid for 60 days. Thereafter it is subject to change without notice. Thank you.

By Brad Hickey Accepted _____ Date _____



email: sales@mmfss.ca
website: http://www.mmfss.ca

121 Ilsley Avenue, Unit 4
Dartmouth, NS B3B 1S4
PH: (902) 468-6060 FX: (902) 468-9090

QUOTE

00036355

Date: 13-Mar-2018
Page #: 1

Our GST/HST No: 104688296

QUOTE FOR		SHIP TO	
Kensington Fire Department PO Box 418 Kensington, Prince Edward Island C0B 1M0		Kensington Fire Dept Kenmac Auto Body 1 Industrial Park Kensington, Prince Edward Island C0B 1M0	
REFERENCE		CONTACT	
		TEL	902-888-7379
		FAX	-

CUSTOMER NO.	SHIP TO	SALES PERSON	FOLLOW UP DATE	EXPIRY	ENTERED BY
00823	SHIPTO1	John Dunbar		12-Apr-2018	J.DUNBAR

TERMS	F.O.B.	SHIP VIA	P.S.T.
Net 30			

DESCRIPTION	DELIVERY	UOM	QUANTITY	PRICE	AMOUNT
-------------	----------	-----	----------	-------	--------

BUL-PXSYEL YELLOW THERMOPLASTIC STRUCTURAL FIRE HELMET WITH 4" FACESHIELD		EA	5	\$315.00	\$1,575.00
HFR-BT1000-10 HONEYWELL BUNKER BOOT, MEDIUM WIDTH SIZE 10		PR	5	\$275.00	\$1,375.00
DRA-XGLOVEG-XL ALPHA X GAUNTLET SZ XL		PR	5	\$115.00	\$575.00
STN-FH33 HOOD, WHITE 20% NOMEX / 80% LENZING FR, NOTCHED SHOULDER, NFPA separate head with sewn on back and front bib, back of head ends at the nape of the neck for improved fit and comfort, bib design - two piece design with 6" front with 8" back bib		EA	5	\$38.00	\$190.00
STA-FBS-KENSINGTON FLAME FIGHTER KHAKI BUNKER SUIT Features: Armor AP Outershell, RT7100 Moisture Barrier, Prism Pure Thermal Liner 2 semi-bellow coat pkts., Radio pkt w/ mic loop, 2 full bellow pant pkts., Armor AP reinforced knees, ankle & wrist cuffs, 2 layers of knee padding, 3" 3M Y/S triple trim.		EA	5	\$1,900.00	\$9,500.00

SUBTOTAL	MISCELLANEOUS	FREIGHT	HST	SALES TAX	TOTAL
\$13,215.00	\$0.00	\$0.00	\$1,982.25	\$0.00	\$15,197.25

CANADIAN



Cumings' Fire & Safety Equip Ltd.
 506-446-5992 Oromocto Office
 1-800-440-3442 Bridgewater Office
 www.cumings.ca linda@cumings.ca

Quotation

To: Kensington FD

Date March 9 2018

Quoted By:

Linda Patterson

FOB

Part Number	Description	Qty	Unit Price	Total
1 RDG 40	INNOTEX bunker gear with Velcro patch	5	1,941.55	9,707.75
2	lettering is \$ 6.00 per letter			0.00
3 INNO 785	Innotex 3D gloves	5	149.99	749.95
4 664	MSA Modern Helmets with visor	5	279.00	1,395.00
5	Viking Rubber Boots	5	175.99	879.95
6				0.00
7				0.00
8				0.00
				0.00
				0.00
	SUB-TOTAL			12,732.65
	TAX			1,909.90
	Quote Valid For 30 Days			
	TOTAL			14,642.55

Town of Kensington - Request for Decision

Date: April 4, 2018	Request for Decision No: 2018-23 (Office Use Only)
Topic: Development Control Bylaw Amendment - Application – Portion of PID No. 880880 (Lot 28 of Proposed Subdivision) – Second Reading and formal Adoption	
Proposal Summary/Background: A request was received from Pam James on behalf of GP Developments for Town Council's consideration of re-zoning a portion of PID No. 880880 (Lot 28 of proposed subdivision) from its current multi-family (R3) zoning designation to Commercial (C1) for the purpose of constructing a financial institution on the subject property as well as the two adjacent commercial properties. Re-Zoning the subject property requires an amendment to the Town's Development Control Bylaw as well as to the general land use map that is part of the Town's Official Plan. The proposed bylaw amendment was reviewed by Town Council at their regular meeting held on February 12, 2018, where direction was provided to staff to take the proposed amendment forward to a public meeting. The Public meeting was held on Monday, March 5, 2018. First reading of the bylaw amendment was given at the March 12, 2018 regular meeting of Town Council. The following information is being circulated with this request for decision: <ol style="list-style-type: none">1. Ms. James initial application2. DV8 Consulting Initial Report3. Mapping information4. Public Meeting Minutes	
Discussion/Comments: Staff have reviewed the request, the DV8 Consulting report and the public meeting minutes for the proposed bylaw amendment. Staff are recommending that Town Council give second reading and formal adoption to the bylaw amendment to allow the property to be re-zoned from R3 to C1. Further, staff are recommending that Town Council approve a resolution to amend the general land use map that is part of the Town's Official Plan. The applicant and prospective purchaser of the subject property have stated their intention of consolidating the three properties (subject property and adjacent commercial properties) to facilitate a singular commercial development. The consolidation is to be addressed prior to the approval of a development permit application.	
Benefits: <ul style="list-style-type: none">• Will facilitate a commercial development in the town.	
Disadvantages: <ul style="list-style-type: none">• None noted.	
Options: <ol style="list-style-type: none">1. Give second reading and formal adoption of the proposed bylaw amendment and Official Plan	

amendment.

2. Not give first reading or approval to the proposed bylaw or Official Plan amendment.

Costs/Required Resources:

N/A

Source of Funding:

N/A

Recommendation:

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

First Reading

Resolution 3

WHEREAS a request has been received from Pam James, owner of PID No 880880, on behalf of P&G Developments, to amend the Town of Kensington Development Control Bylaw to re-zone a portion of their property (Lot 28 – Proposed Subdivision) from Multi-Unit Residential (R3) to Commercial (C1) for the purpose of constructing and operating a financial institution;

AND WHEREAS a public meeting was held on March 5, 2018 in accordance with the PEI Planning Act and the Town's Development Control Bylaw;

AND WHEREAS town staff have evaluated the application, in consultation with DV8 Consulting, and are recommending that Town Council proceed with the bylaw amendment;

AND WHEREAS the bylaw amendment was read and approved a first time at a regular meeting duly held on March 12, 2018;

BE IT RESOLVED THAT Kensington Town Council give second reading to amend the Zoning and Subdivision Control Bylaw to re-zone a portion of PID No. 880880 (Lot 28 – Proposed Subdivision) from Multi-Unit Residential (R3) to Commercial (C1) for the purpose of constructing and operating a financial institution.

Resolution 4

WHEREAS a request has been received from Pam James, owner of PID No 880880, on behalf of P&G Developments, to amend the Town of Kensington Development Control Bylaw to re-zone a portion of their property (Lot 28 – Proposed Subdivision) from Multi-Unit Residential (R3) to Commercial (C1) for the purpose of constructing and operating a financial institution;

AND WHEREAS a public meeting was held on March 5, 2018, in accordance with the PEI Planning Act and the Town's Development Control Bylaw;

AND WHEREAS town staff have evaluated the application in consultation with DV8 Consulting, and are recommending that Town Council proceed with the bylaw amendment (re-zoning);

AND WHEREAS the bylaw amendment was read and approved a first time at a regular meeting duly held on March 12, 2018;

AND WHEREAS the bylaw amendment was read a second time at this meeting;

BE IT RESOLVED THAT Kensington Town Council approve second reading to amend the Zoning and Subdivision Control Bylaw to re-zone a portion of PID No. 880880 (Lot 28 – Proposed Subdivision) from Multi-Unit Residential (R3) to Commercial (C1) for the purpose of constructing and operating a financial institution.

Resolution 5

WHEREAS a request has been received from Pam James, owner of PID No 880880, on behalf of P&G Developments, to amend the Town of Kensington Development Control Bylaw to re-zone a portion of their property (Lot 28 – Proposed Subdivision) from Multi-Unit Residential (R3) to Commercial (C1) for the purpose of constructing and operating a financial institution;

AND WHEREAS a public meeting was held on March 5, 2018, in accordance with the PEI Planning Act and the Town's Development Control Bylaw;

AND WHEREAS town staff have evaluated the application in consultation with DV8 Consulting, and are recommending that Town Council proceed with the bylaw amendment (re-zoning);

AND WHEREAS the bylaw amendment was read and approved a first time at a regular meeting duly held on March 12, 2018;

AND WHEREAS the bylaw amendment was read and approved a second time at this meeting;

BE IT RESOLVED THAT Kensington Town Council approve second reading to amend the Zoning and Subdivision Control Bylaw to re-zone a portion of PID No. 880880 (Lot 28 – Proposed Subdivision) from Multi-Unit Residential (R3) to Commercial (C1) for the purpose of constructing and operating a financial institution.

Resolution 6

General Land Use Map (Official Plan) Amendment Approval Resolution

WHEREAS a request has been received from Pam James, owner of PID No 880880, on behalf of P&G Developments, to amend the Town of Kensington Development Control Bylaw to re-zone a portion of their property (Lot 28 – Proposed Subdivision) from Multi-Unit Residential (R3) to Commercial (C1) for the purpose of constructing and operating a financial institution;

AND WHEREAS town staff have evaluated the application, in consultation with DV8 Consulting and the Province of PEI (Department of Transportation), and are recommending that Town Council proceed with the Official Plan Land Use Map amendment;

BE IT RESOLVED THAT an amendment to the General Land Use Map, that is part of the Town's Official Plan, to change the land use of a portion of PID No. 880880 (Lot 28 – Proposed Subdivision) from Multi-Unit Residential (R3) to Commercial (C1) for the purpose of constructing and operating a financial institution, be hereby approved.



Geoff Baker

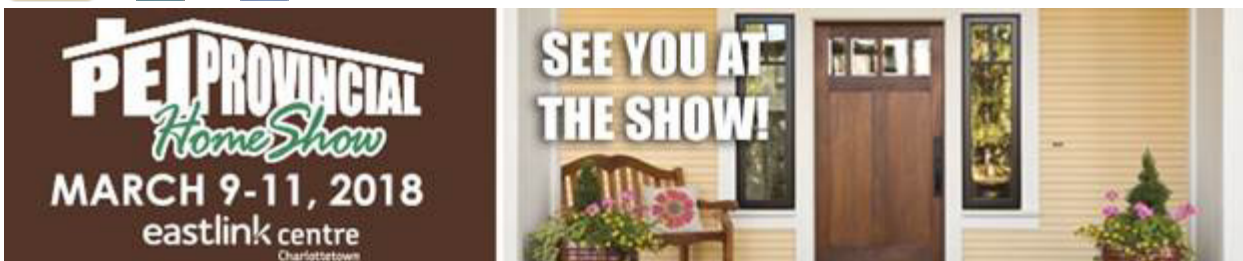
From: Mike James <mike@springvalleybc.ca>
Sent: January 31, 2018 5:13 PM
To: 'Geoff Baker'
Subject: Ranchland Estates

Good Afternoon Geoff:

G&P Developments would like to apply for re-zoning of lot 28 (proposed Sub-Div) from R3 to C1 to match the other 2 adjacent lots.

Thanks
Pam James (on behalf of GP Dev)

Mike James
President
Spring Valley & O'Leary Building Centres
1 902 836 4289 (office)
1 902 439 0597 (cell)
mike@springvalleybc.ca
www.springvalleybc.ca
www.olearybc.ca
Follow us on : The Web, Facebook & Twitter



February 4, 2018

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

Re: Rezoning Application. Portion of PID 880880 (Lot 28 of Proposed subdivision)

Dear Mr. Baker,

I have reviewed the Town of Kensington's *Official Plan* and *Zoning and Subdivision Control (Development) By-law* with respect to the request to rezone a portion of PID 880880 (identified as Lot 28 in the proposed Ranchland Estates subdivision) from R3 Multi-Unit Residential to C1 – General Commercial Zone. As per Section 19 of the *By-law*, an application to rezone a property shall be deemed to be an application to amend the *By-law* and no amendment shall be made contrary to the policies in the *Official Plan*. The subject property is identified as an R3 – Multi Unit Residential property on the *Future Land Use Map*, as such the application to amend the *By-law* also requires an amendment to the *Official Plan*.

Detailed information about the intended use of the parcel is not a requirement of a rezoning application, however the applicant should be advised that providing additional information can assist in the review at this stage. Further if the application involves other parcels (i.e. a proposed consolidation of the subject property with another) this information could significantly influence the perceived impacts of the rezoning. Affected property owners in the area often have concerns about increased traffic levels and safety issues when commercial properties are encroaching towards a residential area. For example, as proposed there could be three independent commercial developments on three adjacent lots, however a single commercial development occupying three consolidated parcels would have fewer access/egress points and potentially more space for a landscape buffer between adjacent properties.

Assuming for now that no additional information on the proposed development will be provided, the application must be considered on the merits of the policies of the *Official Plan* alone. The general position of the Town, as stated in the *Official Plan*, is to encourage commercial development, to promote the Town as a commercial location and to expand the commercial property tax base. As the Town has not ear-marked future commercial growth areas on the *Future Land Use Map*, the only way to achieve the stated objectives is to support applications for commercial growth in appropriate areas. For this particular application, the two adjacent lots and the property across the street (funeral home) are currently zoned C1 – General Commercial, as such the application can be considered as an expansion to the existing commercial cluster which already existing on the *Future Land Use Map*. However, as the two adjacent commercial lots are currently vacant, there does not appear to be a need for the expansion of the commercial zone at this time.

If the applicant can confirm that the existing two vacant parcels are not sufficient to meet the needs of the proposed development and that the intent is to consolidate the three parcels for a single development, there is a much stronger case to be made for the rezoning application because it support a commercial development on the existing C1 parcels that will otherwise not happen because they are too small. A single, larger development proposal would not be expected to have any more of an impact on the adjacent residential properties then would be anticipated from the existing 2 separate commercial properties. The transition between the C1 and R3 properties is simply shifting over by the width of one parcel and the regulations in Section 10.7 of the *By-law* will address the need for a buffer between the two zones.

At this time, with minimum information disclosed on the proposed development, I would cautiously recommend that Council consider the rezoning application and amendment to the Future Land Use Plan, as an extension of the existing commercial cluster of properties. If Council agrees to proceed to the public meeting phase, the applicant should be advised that questions regarding the intent of the rezoning will likely be raised at the public meeting. Further, if the applicant is prepared to confirm that the intent is to consolidate the 3 parcels for a single development and that the development will support the growth of an existing local business in the community, I can provide additional supporting policies from the *Official Plan* to back my recommendation.

Finally, on a side note relating to the future development on the property, the subject property will eventually become a through-lot with access on both Sunset Dr and the future street within the Ranchland Estates subdivision. As a commercial property, through-lot configurations can be a traffic hazard and nuisance when vehicular access is permitted on both streets and people use the parking lot as a short-cut. The applicant should be made aware that vehicular access from Sunset Dr to the new street will not be permitted (Section 4.14).

As always, please feel free to contact me with any further questions.

Best regards,



Hope Parnham, CSLA MCIP

Dv8 CONSULTING

CHARLOTTETOWN PE

E. HPARNHAM@OUTLOOK.COM

T. 902-393-1815

**Town of Kensington
Minutes of Public Meeting
Monday, March 5, 2018
6:00 PM**

Presiding: Mayor Rowan Caseley

Council Members Present: Deputy Mayor Mann, Councillors: Pickering, Doucette, Spencer and MacLean

Staff Members Present: Town Manager/Administrator, Geoff Baker; Deputy Administrator, Wendy MacKinnon; Administrative Assistant, Kim Caseley

Regrets: Councillor Mill

Visitors: Gordon Coffin – Malpeque Bay Credit Union
Chris Ramsay – Resident
Heather Peters – Property Owner
George McMinn – Resident
Grant Paynter – G&P Developments

Mayor Caseley called the meeting to order at 6:00 PM and explained the purpose of the meeting.

PURPOSE:

The purpose of the meeting is to allow residents and other interested persons an opportunity to make representation concerning the following amendment to the Town of Kensington's Official Plan and Zoning and Subdivision Control (Development) Bylaw and:

- To re-zone lands of G&P Developments, located along Sunset Drive, from its current Multi-Unit Residential Zone (R3) to Commercial (C1) for the purpose of operating a financial institution.
- To amend the Official Plan Future Land Use Map in order to accommodate the above changes.

The applicant, Pam James (on behalf of G&P Developments), indicates that they would like to re-zone the property to C1 to “match the two adjacent lots”. It is

understood the if the property is re-zoned, it will be sold (the subject property and two adjacent properties) and used for the development of a financial institution. It is further understood that all three properties will be consolidated to a single lot prior to any development being undertaken.

Mayor Caseley outlined the re-zoning process for the meeting attendees:

The application was received from Ms. James, on behalf of GP Developments, on January 31, 2018. The application was considered by Town Council, according to the Town's Development Control Bylaw and the PEI Planning Act on February 12, 2018 where staff were instructed to proceed with the application and to schedule a public meeting to hear resident's concerns or support for the application. A notification ad was placed in the Journal Pioneer on February 17th. Notification letters were delivered to all neighbouring property owners within a five hundred (500) foot radius of the subject property on February 22nd. Written comments were requested to be submitted by 4:00 this afternoon, for those unable to attend this public meeting, with no written submissions being received.

Following this public meeting, staff will complete a report for Town Council prior to their formal consideration of the proposed Zoning Bylaw and Official Plan amendment.

Mayor Caseley further indicated that a map showing the location of the subject property is available for all interested parties in attendance at the meeting.

Mayor Caseley opened the floor at 6:06 PM for any residents present at the meeting to make representation/comments on the proposed bylaw amendment.

Gordon Coffin spoke on behalf of the Malpeque Bay Credit Union (MBCU), who is the prospective purchaser. Mr. Coffin provided details on the Credit Unions intentions with the construction of the new location, including the ability to make the required upgrades in technology and to provide adequate parking for customers. It was noted that the ground level of the new development is roughly the same square footage as their current location but will provide for a more accessible building and drive thru.

Heather Peters & George McMinn expressed their concern regarding the possibility of additional on road parking along Sunset Drive as the area currently faces issues with overflow vehicles from the Davison Funeral Home. It was requested that the resident's privacy on the neighbouring property be considered

when the development is being designed. Ms. Peters expressed her overall support for the development.

Gordon Coffin noted that the MBCU will ensure that landscaping and lighting is non-intrusive and that there will be adequate on-site parking for staff and customers.

Mayor Caseley confirmed that the Town's Development Control Bylaw would provide regulation on buffer requirements between adjacent residential and commercial properties.

Chris Ramsay inquired where the proposed entrance to the development would be located. Mr. Ramsay also expressed his concern regarding the potential increase to the existing road side parking issue.

Grant Paynter noted that the proposed subdivision road is located further North on Sunset Drive.

Moved by Councillor Pickering, seconded by Councillor Spencer that there being no further questions or comments on the proposed Development Control Bylaw amendment the meeting adjourned at 6:24 PM.

Geoff Baker,
Chief Administrative Officer

Rowan Caseley,
Mayor

Town of Kensington - Request for Decision

Date: April 4, 2018	Request for Decision No: 2018-24 (Office Use Only)
Topic: Town of Kensington – Borrowing Bylaw (Bylaw # 2018-02)	
Proposal Summary/Background: As part of the transition under the new Municipal Government Act (MGA) the Town is required to implement a “ <i>Borrowing Bylaw</i> ”. The bylaw sets the general parameters under which Town Council will borrow money (short term and long term).	
Benefits: <ul style="list-style-type: none">• Will provide staff and Council with general guidance on the borrowing of funds.• Will ensure compliance with the Municipal Government Act.	
Disadvantages: <ul style="list-style-type: none">• None noted.	
Discussion/Comments:	
Options: 1. Give and approve first reading the Borrowing Bylaw as presented. 2. Not approve first reading of the Borrowing Bylaw.	
Costs/Required Resources: N/A	Source of Funding: N/A
Recommendation: It is recommended that Town Council consider and adopt the following resolutions to give first reading and approval to the Town of Kensington Borrowing Bylaw: <u>Resolution 1</u> <i>WHEREAS Sections 164 – 166 of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., enable municipalities to provide by bylaw, for the borrowing of money for the purpose of capital expenditures and to finance operating expenditures on a short-term basis through the adoption of a bylaw for those purposes.</i> <i>BE IT RESOLVED that the Town of Kensington Borrowing Bylaw (Bylaw #2018-02) be hereby read a first time.</i> <u>Resolution 2</u>	

WHEREAS Sections 164 – 166 of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., enable municipalities to provide by bylaw, for the borrowing of money for the purpose of capital expenditures and to finance operating expenditures on a short-term basis through the adoption of a bylaw for those purposes.

WHEREAS the Borrowing Bylaw (Bylaw # 2018-02) was read a first time at this meeting;

BE IT RESOLVED that the Town of Kensington Borrowing Bylaw (Bylaw #2018-02) be hereby approved.



Town of Kensington
A Bylaw to Authorize Borrowing
Bylaw # 2018 – 02

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

1. Title

1.1. This Bylaw shall be known and cited as the “Borrowing Bylaw.”

2. Authority

2.1. Sections 164 – 166 of the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1., enable municipalities to provide by Bylaw, for the borrowing of money for the purpose of capital expenditures and to finance operating expenditures on a short-term basis through the adoption of a Bylaw for those purposes.

3. Definitions

3.1. “Act” means the *Municipal Government Act*.

3.2. “Chief Administrative Officer” or “CAO” means the administrative head of the Town of Kensington as appointed by Council under subsection 86(2)(c) of the *Municipal Government Act*.

3.3. “Council” means the Mayor and members of the Kensington Town Council.

3.4. “Municipality” means the Town of Kensington.

3.5. “Resolution” means a resolution duly made by Council in accordance with the Act during a regular meeting or a special meeting of Council.

4. Borrowing for Capital Expenditures

4.1. Pursuant to subsection 164(3) of the Act, Council shall only borrow money for capital expenditures where the amount borrowed does not increase the total capital debt of the Town of Kensington, including the capital debt of a controlled corporation, to an amount in excess of ten percent (10%) of the current assessed value of real property in the town.

4.2. In accordance with subsection 164(5) of the Act, where a contribution agreement has been signed between Council and the Government of Prince Edward Island or the Government of Canada, any

monies borrowed by the Council for capital expenditures made pursuant to the agreement shall not be included in calculations to determine the borrowing debt limit, to the extent of the contribution of monies coming from the Government of Prince Edward Island or the Government of Canada, as the case may be, to the municipality.

- 4.3. Pursuant to subsection 165(1) of the Act, Council shall use money borrowed for a capital expenditure only for the purpose that is stated in the resolution authorizing the borrowing of money for that capital project.
- 4.4. Despite subsection 4.3 of this Bylaw, upon completion of the capital project for which money was borrowed, Council may, by resolution, authorize that the unexpended balance of money for that capital project be used for another municipal purpose, in accordance with subsection 165(2) of the Act.

5. Short Term Borrowing

- 5.1 Pursuant to subsection 166(1) of the Act, Council may, from time to time and on a short-term basis, borrow money for the purpose of financing operating expenditures.
- 5.2 Pursuant to subsection 166(2) of the Act, Council shall only borrow money, in the short term, to finance operating expenditures where the amount borrowed does not exceed fifty percent (50%) of the total estimated revenues of the municipality as set out in the adopted operating budget contained in the financial plan for that fiscal year.

6. Resolution Required for the Purpose of Borrowing

- 6.1 Council is hereby authorized, by way of resolution, to borrow money as may reasonably be required from time to time for capital expenditures or short-term borrowing. The resolution shall, in accordance with section 168 of the Act, include at minimum:
- (a) the amount proposed to be borrowed;
 - (b) a statement that the amount borrowed will not cause the municipality to exceed its debt limit;
 - (c) the purpose of which the expenditure is to be made;
 - (d) the proposed term or terms and amortization of the loan;
 - (e) the estimated rate of interest and commissions or other costs payable on the loan;
 - (f) the method of repayment; and
 - (g) the security, if any to be given by the municipality for the repayment of the loan.

7. Severability

- 7.1 If any provision in the Bylaw is deemed to be invalid for any reason, then that provision shall be severed from this Bylaw and all remaining provisions shall remain valid and in force.

8. Repeal of Existing Bylaw

8.1. All previous Bylaws of the Town of Kensington pertaining to the regulating of borrowing are hereby repealed.

9. Effective Date

9.1. This General Borrowing Bylaw, Bylaw # 2018-02, shall be effective on the date of approval and adoption below.

First Reading:

This Borrowing Bylaw, Bylaw# 2018-02, was read a first time at the Council meeting held on the _____ day of _____, 2018.

This Borrowing Bylaw, Bylaw# 2018-02, was approved by a majority of Council members present at the Council meeting held on the _____ day of _____, 2018.

Second Reading:

This Borrowing Bylaw, Bylaw# 2018-02, was read a second time at the Council meeting held on the day of _____, 2018.

This Borrowing Bylaw, Bylaw# 2018-01, was approved by a majority of Council members present at the Council meeting held on the _____ day of _____, 2018.

Approval and Adoption by Council:

This Borrowing Bylaw, Bylaw# 2018-02, was adopted by a majority of Council members present at the Council meeting held on the _____ day of _____, 2018.

Signatures:

Mayor

Chief Administrative Officer

Town of Kensington Borrowing Bylaw

This Borrowing Bylaw adopted by the Council of the Town of Kensington is certified to be a true copy.

Chief Administrative Officer

Date

Town of Kensington - Request for Decision

Date: April 5, 2018	Request for Decision No: 2018-25 (Office Use Only)
Topic: Collaborative GIS Aerial Photo and Data Project	
Proposal Summary/Background: <p>The proposed project is a collaboration of five communities throughout Prince Edward Island (Kensington, Summerside, Cornwall, Stratford and Montague) which will allow each community to learn from each other and the successful consultant to better take advantage of the power of our GIS technology. The essential elements of the project include taking aerial photographs of each community and providing colour orthophotos and physical attribute data for each community based on their needs. An aircraft and photographer will be commissioned to take digital aerial photos of each community at a 15 cm resolution. The aerial photography will then be orthorectified to remove any inherent distortion caused by topographical variances. Finally, physical features will be extracted as required by each community using photogrammetrical techniques from stereo pairs of the digital orthophotos. Physical features for the Town of Kensington will include recreational facilities, roads, culverts, pumping stations, building outlines, mobile home park, parking areas, playgrounds, etc.</p> <p>It is proposed that a funding application would be submitted (by the Town of Stratford on behalf of all participating municipalities) to the Municipal Strategic Component of the Gas Tax Program to cover 50% of the total project cost with the remainder being covered by each participating municipality (allocated by population). To submit the application a resolution is required to be passed by each individual municipality.</p>	
Benefits: <ul style="list-style-type: none">• The proposed project will result in up to date orthophotos and digital GIS layers of the physical features required by the Town of Kensington. In the past film was used.• Direct digital aerial images from a large format mapping camera will be utilized for the first time in PEI for urban mapping, yielding superior high-quality images for the orthophotos.• Will allow the Town of Kensington to better plan, operate and maintain its community and infrastructure therein.• The collaboration between communities will increase the knowledge and capacity of each community through the sharing of knowledge and best practices.	
Disadvantages: <ul style="list-style-type: none">• None noted.	
Discussion/Comments: <p>It is recommended by the CAO that Town Council approve the required resolution to allow the funding application to be submitted to the Province. The current aerial photography the Town possesses as part of their VueWorks GIS program was taken in 2010. Updated photography is required to allow the town to continue to manage its infrastructure and to effectively process planning</p>	

applications, i.e. subdivisions, re-zoning applications, etc.

The town did not originally intend to proceed with an aerial photography project in 2018 however, the opportunity arose to participate in a joint community project which will result in a much lower cost than if the town were to proceed on its own, as the cost of the aircraft, processing, etc. can be cost shared by the MSC funding program and the participating municipalities.

Options:

1. Support the project and subsequent funding application submittal.
2. Not support the project or the submittal of a funding application.

Costs/Required Resources:

Total project cost estimated at
\$200,500.00 (5 Municipalities)

Kensington Portion - \$7,551.00

Source of Funding:

General Government – Professional Fees (Other)

Recommendation:

It is recommended that Town Council consider and adopt the following resolution authorizing the submittal of a funding application by the Town of Stratford on behalf of the Town of Kensington:

THAT the Town of Kensington, in conjunction with the City of Summerside and the Town's of Stratford, Cornwall and Montague make application to the Municipal Strategic Component of the Gas Tax Program to fund the "Collaborative GIS Aerial Photo and Data Project."

Further, Kensington Town Council understands and commits that it will be responsible for its designated share of the total eligible costs of the project, and will assume responsibility for any and all operating and maintenance costs resulting from the project.

Town of Kensington - Request for Decision

Date: April 6, 2018	Request for Decision No: 2018-26 (Office Use Only)
Topic: Public Works Building Roof Replacement	
Proposal Summary/Background: <p>A discussion was held at the March regular meeting of Town Council about the roof at the public works building located at 20 Stewart Street. Mallett Exteriors Inc. had originally been contracted to undertake a small repair of the roof (leak) however it was discovered that the entirety of the roof has become badly deteriorated. Therefore, it was recommended that the entire roof be replaced with a steel roof. The roof area is approximately 3000 square feet.</p> <p>Town Council directed staff to request quotes to replace the roof. Quotes were requested from Mallett Exteriors Inc. and MacPhee's Seamless Eavestroughing. As of the writing of this Request for Decision only one quote has been received from Mallett Exteriors. It is anticipated that MacPhee's quote will be received in advance of the April 9th Town Council meeting and will be provided to Councillors once received.</p> <p>Mallett Exterior's quote included roof panelling and fasteners, labour, gable trim, gutter apron, ridge cap, solid foam closure, large vent stack and a small vent flange. It is proposed that the metal roofing would be installed directly over the existing asphalt shingles.</p>	
Benefits: <ul style="list-style-type: none">• Will provide the public works shop with a new steel roof.• Will stop the roof from leaking.• Will improve the aesthetics of the building.	
Disadvantages: <ul style="list-style-type: none">• None noted.	
Discussion/Comments: <p>It is recommended that Town Council authorize the CAO to move forward with the replacement of the roof at the public works building and that a contract be awarded based on the quotes provided at the April 9th regular meeting of Town Council.</p>	
Options: <ol style="list-style-type: none">1. Award a contract to replace the public works building roof.2. Not award a contract.3. Spot repair the roof as much as possible.4. Not repair or replace the roof.	

<p>Costs/Required Resources:</p> <p>Estimated at \$8,500.00</p>	<p>Source of Funding:</p> <p>Funds will be transferred from the 2018/19 reserve allocation or professional fees other to the 2018/19 capital budget to cover the cost of the project. The project was not originally budgeted as a part of the 2018/19 financial plan.</p>
<p>Recommendation:</p> <p>It is recommended that Town Council award a contract to the lowest quote provided at the April 9, 2018 regular meeting of Town Council.</p>	

Wendy MacKinnon

From: Mayor Rowan Caseley <mayor@townofkensington.com>
Sent: March 18, 2018 5:18 PM
To: 'Gayle Mueller'
Cc: Geoff Baker CAO; Wendy MacKinnon
Subject: RE: To ACLC letter

Hi Gayle

Thank you for your email. I will bring this forward to Council at our meeting on April 9 for a decision and we will in touch after that.

Rowan

Rowan Caseley
Mayor – Town of Kensington
P O Box 418
Kensington, PE
Office 902-836-3781
Cell 902 432 4492
Email mayor@townofkensington.com

From: Gayle Mueller [mailto:gaylemueller@hotmail.com]
Sent: March-18-18 8:32 AM
To: mayor@townofkensington.com
Subject: FW: To ACLC letter

Sorry if you received this more than once as the computer kept saying error in address – my apologies – Gayle.

Dear Mr. Roland Caseley and councillors,

I would like to add a special thanks for your support last year and for the pins from the Town of Kensington. The international cadets loved them and wore them proudly. They enjoyed pinning them on their sweaters and taking them home to 10 countries around the world. We would ask you for 78 plus 22 more for their entourage for this our last year as hosts. We want to go out with a “Bang” and make this an unforgettable visit. The memories they take home will be fabulous. Many from the last two years are planning to come back to visit PEI and some even said they wanted to come live here. They enjoyed their time here on our beautiful island for sure.

If you can make a financial donation to the IACE we would be very grateful as well. Check needs to be addressed to ACLC PEI - Air Cadets and addressed to Barry Rowan – Treasurer at 3 Birch Crescent, Summerside PE C1N 4J8.

Thanks again for everything – Sincerely Yours – Gayle Mueller 902 724 2245 – Planning Committee.



PEI CRIME STOPPERS
1-800-222-TIPS (8477)

P.O. Box 2708
Charlottetown, PE
C1A 8C3

March 25th 2018

Chairperson Rowan Caseley
Community of Kensington
PO Box 418
Kensington PE C0B 1M0

PEI Crime Stoppers Request for Support - 2018

Dear Chairperson O'Connor:

On behalf of President Alan Harrington and our Board of Directors, I want to thank you, and the Town of Kensington, for your generous donation of \$240.00 towards our 2018 budget. I'm new to the position of Provincial Coordinator and I'm just getting a feel for the various responsibilities of this position. Your donation helps to keep this program up and running, and providing vital assistance to our Policing Partners and our Anti-Bullying Initiatives in Island Schools. We firmly believe that our Program Initiatives lead to safer communities throughout the Island. If you have any questions about the Crime Stoppers Program, or have any issues you feel we could be of assistance in resolving, please don't hesitate to contact me at any time.

Respectfully,

Scott Lundrigan
Coordinator/Manager
PEI Crime Stoppers
(902) 566-7081



Town of Kensington
P. O. Box 418
Kensington, PE C0B 1M0

March 26, 2018

Dear Geoff & Town of Kensington Council and Staff,

On behalf of the members of Team PEI 2018, thank you for participating in the **Team PEI Booster Club** Fundraising Campaign for the 2018 Special Olympics National Summer Games & Bowling Championships.

Your contribution plays an important role in ensuring that all Island athletes will be able to train for, and compete at, these Games.

Thank you again for supporting Special Olympics Team PEI as they work to bring home the Gold at the 2018 Special Olympics National Summer Games & Bowling Championships.

In the Spirit of Special Olympics,

A blue ink handwritten signature, appearing to read 'S. Profitt', written over the printed name.

Sarah Profitt

Special Olympics PEI
Membership Services Coordinator

THANK YOU

FOR SUPPORTING THE
FIRST ANNUAL SHANE CORMIER
MEMORIAL MELTDOWN



Makenzi
Verbiest
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maclean
Braydon
Emerson
weeks
Landyn
Layne Hogg
Lucas
Hickey
Taegan
Cameron Young
Addison
Boulter
Benis
Addison
Holden
Tobin
Morgan Proud
Chris Brander
Morgan J
gallant
Zackery
NOVICE A JR. VIPERS
Kayden

Geoff Baker

From: Claire Caseley Smith <cncaseleysmith@cloud.edu.pe.ca>
Sent: March 20, 2018 10:55 AM
To: mayor@townofkensington.com; townmanager@townofkensington.com
Subject: Sponsorship Opportunity
Attachments: Atlantic Gymnastics Sponsorship letter.pdf

Good morning,

I have attached a letter requesting sponsorship for the Atlantic Gymnastic Competition that will be held in April at the Credit Union Place in Summerside. This competition is being held by the gymnastics club that three of my kids attend. The Atlantic competition will have gymnasts from all 4 Atlantic provinces attending and it will also be the first time that the competition will be held in the western end of the Island.

Many of these gymnasts will be traveling with their families and will be looking for places to visit while on PEI. This would be a great opportunity to have the Town of Kensington highlighted as a sponsor as it is only a short drive from Summerside, and we may attract them as visitors during their stay. Additionally, as PEI is often a tourist destination for travelers during the summer therefore this will be an excellent opportunity to let them know about Kensington.

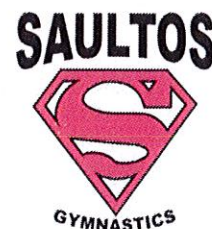
As our club is a non-profit organization, we are relying on sponsorship in order to defray the costs associated with this event. Any contribution that you can make will be greatly appreciated. I look forward to hearing from you.

Claire

--

*Claire Caseley Smith, B. Mus, M. Ed
Teacher, Somerset Elementary School
902-887-2505*

February 1, 2018



Saultos Gymnastics Club Inc

4 Slemon Park Dr, Slemon Park, PE C0B 2A0

Phone: 902-888-3700

www.saultos.com

To whom it may concern,

On April 20-21 2018 Saultos Gymnastics Club will be hosting the Atlantic Gymnastics Championships at the Credit Union Place in Summerside. This event will bring 300 of the best gymnasts from across the 4 Atlantic Provinces to Summerside along with their coaches, support staff and families.

We understand that running a large sporting event of this kind can be beneficial to the local community and economy and we are looking to partner with as many local businesses as possible to ensure everyone has the opportunity to benefit. We are currently seeking local partners to help with costs associated with running such a large event. Whether it be a cash or in kind donation all support is appreciated. In return for your generous support we can offer one of three tiers of recognition.

Bronze - <\$500

Logo in our program, opportunity to place a banner or signage on the field of play.

Silver - \$500-\$1,000

Bronze + Verbal recognition of your company during each session by the announcer,

Gold - >\$1,000

Silver + Opportunity for a member of your organization to present awards, verbal recognition by our awards announcer of your companies support, opportunity for a booth or display from your company inside the venue.

Thank you very much for your consideration,
Saultos Gymnastics Club Inc.

THANK YOU FOR YOUR SUPPORT!



Back Row: Scott White, Trevor Moase, Tyson McCardle, Luke Gallant, Matthew White, Brandon Moase, Morgan Gaudet, Jase Sherry, Trinity Somers, Emma Ellsworth, Ty Sherry, Ryan Cash, Dallas Hughes, Chris McCardle, Aaron Rogers
Front Row: Landon Duffy, Kaelan Wood, Kristyn Taylor, Alex Clark, Mya Grace MacEwen, Kale Hunter, Jackson Rogers

*Thank you for supporting the 50th Anniversary of the
Kensington-Bedford PeeWee Hockey Exchange*



Bedford Qc



*Thank You!
Merci!*



*Years of Friendship!
Années d'Amitié!*



Kensington PEI