



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

***Monday, August 14, 2017 @ 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  
August 14, 2017 – 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**
  - 4.1 Juanita Boucher – Kensington Girl Guides and Pathfinders
- 5. Adoption of Previous Meeting Minutes**
  - 5.1 July 10, 2017 Regular Meeting
- 6. Business Arising from Minutes**
  - 6.1 July 10, 2017 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 RFD2017-45 - Town Hall Roof Replacement
    - 8.1.2 RFD2017-46 - Wastewater Treatment Plant Swing Mower
    - 8.1.3 RFD2017-47 - HLM Enterprises Ltd. Development Permit Application
    - 8.1.4 RFD2017-48 - Administration Office Computer Replacement
  - 8.3 Other Matters
- 9. Committee of the Whole (In-Camera) – One item of a Human Resources nature.**
- 10. Correspondence**
- 11. Adjournment**

**Town of Kensington  
Minutes of Regular Council Meeting  
Monday, July 10, 2017  
7:00 PM**

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

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

**Visitors:** Ryan Simmons & Robert Wood – Harvest Festival Committee  
Don Ramsay - AtlanticMobi

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**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 Pickering, seconded by Councillor Mill to approve the tentative agenda for the July 10, 2017 regular meeting of Town Council with the following amendments:*

- *Item 8.1.7 to be moved to Item 8.1.1 and subsequent items renumbered accordingly.*
- *The addition of a Request for Decision for a proposed purchase of a Lawn Tractor for the Community Gardens Complex.*

*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** Robert Wood and Ryan Simmons provided a presentation to Town Council on planning and activities for this year's 50<sup>th</sup> Anniversary Kensington Harvest Festival.

**5. Approval of Minutes of Previous Meeting**

- 5.1** *Moved by Councillor Doucette, seconded by Councillor Spencer to approve the minutes from the June 12, 2017 regular meeting of Town Council. Unanimously carried.*

**6. Business Arising from Minutes**

**6.1 June 12, 2017 Regular Council Meeting**

**6.1.1** *Nil*

**7. Reports**

**7.1 CAO's Report**

- 7.1.1** *Moved by Councillor Spencer, seconded by Councillor Pickering to adopt the July 2017 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

**7.1.1.1** Councillor Pickering inquired if the street line painting has been completed. Mr. Baker confirmed that there are still a couple of areas not yet completed but expects them to be finished in the next few days.

**7.2 Fire Department Statistical Report**

- 7.2.1** *Moved by Councillor Pickering, seconded by Councillor MacLean to approve the May 2017 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 Doucette, seconded by Councillor MacLean to approve the May 2017 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

**7.4 Development Permit Summary Report**

- 7.4.1** *Moved by Councillor Pickering, seconded by Councillor Spencer to approve the Development Permit Summary Report for the month of July 2017. Unanimously carried.*

**7.5 Bills List**

- 7.5.1** *Moved by Deputy Mayor Mann, seconded by Councillor Doucette to approve the May 2017 Bills in the amount of \$137,130.92. Unanimously carried.*



*Don Ramsay joined the Council Meeting at 7:24pm*

**7.6 Summary Income Statement**

**7.6.1** *Moved by Deputy Mayor Mann, seconded by Councillor Pickering to approve the Summary Income Statement for the month of May 2017. 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 May 2017. Unanimously carried.*

**7.8 Mayor's Report**

**7.8.1** *Moved by Deputy Mayor Mann, seconded by Councillor Mill to approve the Mayors report for the month of July 2017 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 reported that FPEIM held their annual meeting with the Minister recently where carbon pricing and various other programs were discussed.

The Kensington Area Chamber of Commerce hosted another successful Business Mixer at Twin Shores Campground on June 28. Abby MacDonald will be the Chamber's summer student and will be in the office this summer. The KACC Annual Golf Tournament is scheduled for September 27, 2017.

**8. New Business**

**8.1 Request for Decisions**

**8.1.1 Kensington Mobile App and Website**

**8.1.1.1** Don Ramsay from AtlanticMobi provided a brief presentation to Town Councillors on the uses and benefits of a proposed Kensington Passport app and mobile website.

**8.1.1.2** *Moved by Councillor Pickering, seconded by Councillor Doucette*

***BE IT RESOLVED THAT the Town of Kensington award a contract to AtlanticMobi to develop a mobile phone app and mobile website for the Town of Kensington as per their proposal dated June 23, 2017 in the amount of \$2,745.00 plus HST.***

*Unanimously carried.*

**8.1.2 Harvest Festival Advertising Opportunity**

**8.1.2.1 *Moved by Councillor Doucette, seconded by Councillor Mill***

*BE IT RESOLVED THAT Kensington Town Council approve the purchase of a half page advertisement in the Journal Pioneer's special edition commemorating the 50th Anniversary of the Kensington Community Harvest Festival, at a cost of \$499.00 plus HST.*

*Unanimously carried.*

**8.1.2.2 Councillor Spencer suggested that the Town request additional copies of the publication to distribute locally.**

**8.1.3 Harvest Festival Golf Tournament**

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

*BE IT RESOLVED THAT Kensington Town Council enter a team in the 2017 Annual Harvest Festival Golf Tournament at a cost of \$340.00.*

*Unanimously carried.*

**8.1.4 Cancellation of July and August Committee of Council Meetings**

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

*BE IT RESOLVED THAT the Kensington Committee of Council meetings scheduled for July 24, 2017 and August 28, 2017 at 6:30 PM be cancelled.*

*Unanimously carried.*

**8.1.5 Kensington Musical Nights**

**8.1.5.1 *Moved by Councillor Mill, seconded by Councillor Spencer***

*BE IT RESOLVED THAT Town Council support the proposal from Ken Fornetran to organize and host "Kensington Musical Night's" at the Railyards Gazebo and further that Town Council provide funding support in the amount of \$200.00 per show throughout July and August, 2017.*

*Unanimously carried.*

- 8.1.5.2** Council requested that staff purchase an a-frame sign to be displayed near the Confederation Trail near Broadway Street N. to promote the Kensington Musical Nights program.

*Councillor Spencer declared a conflict at 8:15pm and excused himself from the Council Chamber.*

**8.1.6 Community Gardens Complex – Fitplex Window Replacement**

- 8.1.6.1** *Moved by Councillor Doucette, seconded by Councillor Pickering*

*BE IT RESOLVED THAT the contract for the replacement of a window at the Community Gardens Complex Fitplex be awarded to Castle Building Supplies as per their quote in the amount of \$1,250.00 plus HST*

*Unanimously carried.*

*Councillor Spencer returned to the Council Chamber at 8:20pm.*

**8.1.7 Kensington Sidewalk Replacement Project**

- 8.1.7.1** *Moved by Councillor Spencer, seconded by Councillor Pickering*

*BE IT RESOLVED THAT the contract for the 2017 Sidewalk Replacement Plan Project be awarded to Owen MacDonald Construction as per their quote dated June 23, 2017 in the amount of \$37,204.00 plus HST.*

*Unanimously carried.*

**8.1.8 Community Gardens Complex Lawn Tractor**

- 8.1.8.1** *Moved by Deputy Mayor Mann, seconded by Councillor Mill*

*BE IT RESOLVED THAT the Town of Kensington purchase a new Kubota #GR2120-2-54 lawnmower from Kensington Agricultural Services Ltd. as per their quote dated June 30, 2017 in the amount of \$9,919.00 plus HST.*

*Unanimously carried.*

**8.2 Other Matters**

- 8.2.1** Deputy Mayor Mann inquired if the yellow service phone at the front doors of the Town Hall could be repaired or removed. Mr. Baker will investigate

what will be required to make the phone operational and report back to Town Council.

- 8.2.2 Deputy Mayor Mann requested that the sidewalks be swept again as there is currently an excess amount of sand, specifically along Victoria Street West.
- 8.2.3 Councillor Mill requested that the flag pole by the Town Clock be repositioned as it is leaning over.
- 8.2.4 Councillor Mill noted that he will be at the freight shed during his vacation and requested any available assistance to complete the freight shed painting project.
- 8.2.5 Councillor Spencer inquired if it was worthwhile to have the current diesel tank located at the Public Works shop. Mr. Baker will report back to Council with a full evaluation.
- 8.2.6 Councillor Spencer suggested that a sign be purchased to advertise the Kensington Passport App at the Harvest Festival Booth.
- 8.2.7 Councillor Pickering inquired if there were any further update regarding the Commercial Street traffic evaluation. Mr. Baker noted that he hopes to have a report prepared for the September Committee of Council Meeting.
- 8.2.8 Councillor Mill inquired about signage located on or near sidewalks for a new local business. Mr. Baker indicated that signage is regulated by the Province and he will confirm the legality of the signs and report back to Town Council.

## **9. In-Camera**

### **9.1 Nil**

## **10. Correspondence**

- 10.1 A thank you card from QEES for the Towns donation to the 2017 Grade 6 Grad Class prizes.
- 10.2 A thank you card from Wade & Cindy Toombs for the Towns donation of the use of the BBQ for the Alysha Toombs Memorial Golf Tournament.
- 10.3 A letter to Mayor Caseley from The Honourable Melanie Joly, P.C., M.P. including a Canada 150 Pin.
- 10.4 A letter from Andrew Heggie, of Blue Ridge Holdings, requesting the Town to consider taking over First, Second and Third Street. *Request denied.*
- 10.5 An invitation from the Kensington Area Chamber of Commerce to attend their Annual Golf Tournament.

*Moved by Councillor Doucette, seconded by Councillor Mill to approve the*

*registration of 4 person team for the 2017 KACC Annual Golf Tournament for the cost of \$400.00 plus HST. Unanimously carried.*

**11. Adjournment**

*Moved by Councillor Doucette, seconded by Councillor Spencer to adjourn the meeting at 8:59 PM. Unanimously carried.*

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Wendy MacKinnon,  
Deputy Administrator

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Rowan Caseley,  
Mayor



## **Chief Administrative Officer's Report**

August 2017

Each monthly CAO's report provides an opportunity to provide a snapshot to Town Council, our residents and other key stakeholders of some of the key work of staff. The report shall also serve as a reporting mechanism to Town Council on specific directions given to staff through the CAO.

Very generally, the CAO is responsible for the overall operation and administration of the Town including providing leadership to senior staff and providing business, policy guidance and technical advice to Town Council, and implementing Council decisions and directives, ensuring the timely delivery of programs and services, and a fiscally responsible budget while championing the programs and policies of Council.

## **Capital Project Updates:**

### **Streets and Sidewalks**

#### **Kensington Sidewalk Replacement Plan Project**

The funding application for the Kensington Sidewalk Replacement Plan Project was submitted in September 2016. The application was originally submitted to replace the section of sidewalk from the Bells Irving corner to Francis Street, along Victoria Street South. The estimated cost was approximately \$70,000. The Town received approval for a \$35,000 project therefore the scope of the project was reduced to account for that approval. The revised scope would see the replacement of approximately 80 deteriorated concrete sidewalk pads in various areas throughout the Town.

Approval of the revised scope was received on September 23<sup>rd</sup>, 2016. The project was awarded to Owen MacDonald Construction at the July meeting of Town Council. Work is scheduled to commence on Wednesday, August 16, 2017.

## **Operational and Ongoing Items**

### **Fire Department Policy Development**

**\*\*NO UPDATE\*\***

W.G. Hogan Fire Safety Specialties provided the first draft of the Policy and Standard Operating Guidelines Manual (SOG). It was forwarded to Town Councillors on Friday, February 10, 2017. Councillors provided feedback at the February 13<sup>th</sup> meeting of Town Council. I have reviewed the document in detail and provided all comments/concerns from staff, fire fighters and Town Councillors to Mr. Hogan.

It is anticipated that the remaining required SOG's will be provided by Mr. Hogan over the next couple of weeks and Phase 1 of this project can be completed. Phase 2 of the project (KFD Master Plan is expected to be complete by the end of November, 2017. To enable this, staff has begun to pull together the following required information:

1. Names, civic addresses and place of employment for all members of the Fire Department,
2. A list of the fire calls for the past 10 years,
3. A list of all apparatus (trucks) type, (pumper/tanker/rescue) year of manufacture,
4. Equipment inventory,
5. List of all communities that receive fire protection,
6. A copy of the operating budget for the Department,
7. Any reports or studies carried out on the town's water system,
8. Number of and locations of fire hydrants in the Town,
9. Copy of any MOU's or other agreements affecting the Fire Dept. (Mutual Aid agreements, In-kind services, past practices, private sector contracts, etc.)
10. Copy of Town's emergency plan.

The majority of the required information has been provided to Mr. Hogan. The Fire Chief has been tasked with providing the additional information required.

#### Wellfield Protection Plan

\*NO UPDATE\*

We will continue to seek out adequate funding sources and towards application of the project as time permits.

#### 5 Year Capital Plans

\*NO UPDATE\*

I continue to dedicate resources to the 5 year capital plan development as time allows. It is anticipated that the Capital Plans will be provided as part of the 2018 budget deliberations.

#### Emergency Measures Plan

\*NO UPDATE\*

I have spoken with the Emergency Measures Coordinator, David Elliott to set up a meeting in regards to the implementation of the Town's Emergency Measures Plan. It was agreed that a meeting will be set up for early January (This meeting has not been held). Further information will be provided following that meeting.

#### Unsightly Property

Direction has been provided to the town's legal counsel to begin work on an application to the Court for an Order to allow the Town to access the property and proceed with the cleanup. The Order will also request a recovery of all funds expended by the town to affect the cleanup.

As Councillors are aware, the property owner applied for and was approved for a development permit for the demolition of the property. A time extension for the cleanup of the property was



given until July 31, 2017. As of August 1, 2017 no visible work had been completed on the property hence the aforementioned direction to legal counsel.

#### Exempt Staffing Policy

**\*\*NO UPDATE\*\***

I continue to work, as time permits, on the development of an exempt staffing policy for all exempt employees of the Town. The policy is approximately 60% completed at this time. I had hoped to have the policy completed for the February Committee of Council meeting however I anticipate this will be delayed in favour of other priorities.

#### Relocation of Welcome to Kensington Sign (Charlottetown Road)

Approval from the Provincial department of Transportation was received on Friday, August 11<sup>th</sup> to allow the relocation of the Welcome to Kensington sign to the east side of Highway 2. Staff will move forward with the relocation as quickly as possible.

#### Pothole Patching

The 2017 pothole patching program is complete. Other areas will be patched by public works staff as required.

#### Transfer of Town Owned Streets to Province of PEI

**\*\*NO UPDATE\*\***

As Councillors are aware, the Province of PEI has agreed to take on formal ownership of all town owned streets. Until they can be formally deeded, I have requested that the Province consider taking over maintenance responsibilities immediately. The initial request was made on Thursday, May 18<sup>th</sup> followed up with an email on May 24<sup>th</sup> and another on May 31<sup>st</sup>. I was informed that I would have a response back the week of May 29<sup>th</sup> however, to date I have not received a response. I will continue to pursue the issue with the Province in anticipation of having them take over all maintenance responsibilities on town owned streets as soon as reasonably possible.

#### Roof Replacement Tender

Quotes for the replacement of the Town Hall roof have been requested and received. A Request for Decision has been circulated with the August 14<sup>th</sup> tentative agenda package recommending a contract award.

#### Police Phone at Town Hall Entrance

The cost to replace the Guardian Phone (Police Department Phone) at the main entrance to the Town Hall is quoted at approximately \$1,499.00 plus HST, shipping and installation. This would

replace the phone with the same model as is currently installed. Newer models are available and range in price from approximately \$1,185.00 to \$1,490.00 plus HST and does not include shipping or installation.

The current phone has not been operational for the past couple of years. The phone and the lines were tested and we were informed that the phone itself is not working and would need to be replaced.

I recommend that the current phone be removed completely and that it not be replaced as the majority of people carry cell phones and have the ability to contact police when required through 911 or through calling the local number.

#### Kensington North Watershed Association (KNWSA) Curb Stop Location Project

Town Council awarded a contract to the KNWSA to locate and map all curb stops in the Town. To date, most curb stops have been located and mapped however a number of them cannot be located. It is anticipated that the remaining curb stops will be located and mapped once Public Works Supervisor, Ralph Wadman returns from vacation on August 28<sup>th</sup>.

#### Brookins Drive Storm Drainage Issue

Some property developers along Brookins Drive have in-filled ditches without providing for adequate storm drainage. Culverts have been installed however no mechanism has been provided to allow storm water to enter the culverts, i.e. catch basins. Staff are currently investigating solutions to the issue and will provide further information as it becomes available.

#### Lion's Drive Playground

Public Works staff completed all required maintenance on the playground including, resetting of dislodged equipment, high pressure cleaning of all equipment, installation of pea gravel, clearing away of brush and trees and repairs to foot bridge.

*Respectfully Submitted,*

*Geoff Baker, CAO*

## Fire Department Occurrence Report 2017

[illegible]

[illegible]

[illegible]

[illegible]

## **Police Report June 2017**

KPS received 8 false alarms during the month and here is the following breakdown of what occurred.

June 6<sup>th</sup> 2018hrs – Vet Clinic alarm, patrol attended and determined cat tripped the alarm.

June 7<sup>th</sup> 1703hrs – K'town Metal alarm was cancelled by key holder.

June 8<sup>th</sup> 1820hrs – Valley Truss alarm was cancelled by key holder.

June 14<sup>th</sup> 1531hrs – Haunted Mansion patrol attended and staff accidentally tripped silent alarm.

June 20<sup>th</sup> 0628hrs – Credit Union alarm was cancelled by key holder.

June 21<sup>st</sup> 1815hrs – Mary's Bake Shoppe patrol attended and determined air conditioner set alarm off.

June 22<sup>nd</sup> 0626hrs – Credit Union patrol attended and determined network failure.

June 23<sup>rd</sup> 1011hrs – Vet Clinic alarm cancelled by key holder.

Chief Sutherland

## Year To Date Approved Development Permits Summary Report August 2017 Council Meeting

Development Permit Category	January	February	March	April	May	June	July	August	September	October	November	December		Total Permits		Total Permit Fees		Total Estimated Construction Value
Addition Commercial					1									1		\$150.00		\$1,500.00
Addition Residential additions/alterations					1	1								2		\$300.00		\$39,000.00
Demolition						1								1				\$4,500.00
New Modular/Mobile Home		1					1							2		\$400.00		\$800,000.00
New Other				1										1				\$6,000.00
New Residential Accessory Structure	1					1	1							3		\$200.00		\$3,200.00
New Residential Deck/Fence/Pools				1	1	1	1	1						5		\$250.00		\$55,000.00
New Semi Detached Dwelling					2									2		\$400.00		\$600,000.00
Other Modular/Mobile Home					1									1		\$50.00		\$400.00
Other Residential Deck/Fence/Pools					1									1		\$50.00		\$2,500.00
Renovation Commercial						1								1		\$150.00		\$60,000.00
<b>Total:</b>	<b>1</b>	<b>1</b>		<b>2</b>	<b>7</b>	<b>5</b>	<b>3</b>							<b>19</b>		<b>\$1,900.00</b>		<b>\$1,572,100.00</b>



DEVELOPMENT PERMITS REPORT

For the period July 11, 2017 to August 03, 2017

Permit Number	Date Permit Issued	PID	Applicant's Name & Address	Telephone Number	Permit Status	Work Type	Type of Construction		Value	Estimated Start	Estimated Finish
			Property Address								
Residential Deck/Fence/Pools											
20-17	08/03/2017	79681	Kathy McQuaid - 35 School Street	902-303-0176	Approved	Addition	Residential Deck/Fence/Pools		\$7,000.00	08/03/2017	08/15/2017
			35 School Street				Description:	Construct an 10x12 addition to existing deck			

Sub Total: \$7,000.00

Total: \$7,000.00



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](mailto:townmanager@townofkensington.com)  
Website: [www.kensington.ca](http://www.kensington.ca)

#### For Office Use Only

Permit #: 20-17  
Date Received: Aug 3, 2017  
Date Approved: Aug 3, 2017  
PEI Planning:  
Permit Fee: \$ 50.00 ☒ Paid

## DEVELOPMENT PERMIT APPLICATION

### 1. Property Information

Project Address: 35 School St Property Tax Number (PID): 79681  
Lot No.: \_\_\_\_\_ Subdivision Name \_\_\_\_\_ Current Zoning: \_\_\_\_\_  
Are there any existing structures on the property?: ☐ No ☒ Yes, please describe:  
shed

Land Purchased from \_\_\_\_\_ Year Purchased \_\_\_\_\_

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

### 2. Contact Information

APPLICANT Name: Kathy McQuaid Address: 35 School St  
Phone: 902-303-0176 Cell: \_\_\_\_\_ Kensington  
Email: KathyMcQuaid@hotmail.com Postal Code: C0B 1M0

Same as Above: ☒

OWNER Name: \_\_\_\_\_ Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Cell: \_\_\_\_\_  
Email: \_\_\_\_\_ Postal Code: \_\_\_\_\_

CONTRACTOR, ARCHITECT OR ENGINEER Name: self Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Cell: \_\_\_\_\_  
Email: \_\_\_\_\_ Postal Code: \_\_\_\_\_

### 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 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 checked="" type="checkbox"/> Decks/Fence/Pools	

Type of Foundation	External Wall Finish	Roof Material	Chimney
<input type="checkbox"/> Poured Concrete	<input type="checkbox"/> Vinyl Siding	<input type="checkbox"/> Asphalt	<input type="checkbox"/> Brick
<input 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)
			Width _____ Length _____



Detailed Project Description: existing deck was 8x8, now adding to be 18x20

Estimated Value of Construction (not including land cost): \$7,000

Projected Start Date: Aug 3, 2017 Projected Date of Completion: Aug 15, 2017

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 Kathy M. Zwaig Date: August 3, 2017

## Town of Kensington Bills List June 2017

A1 - Vacuums	328983	\$109.14
ADL Foods	2305347	\$113.85
ADL Foods	2305417	\$16.13
ADL Foods	2305416	\$29.58
ADL Foods	2305419	\$55.18
Advance Rentals	1179904	\$90.16
Aliant	5316181	\$30.48
Aliant	5312656	\$218.64
Allan Sonier	JULY 1, 2017 CANADA	\$200.00
AMA PEI	JUNE 12, 2017	\$80.00
Andrew Griffin	JUNE 9, 2017	\$173.50
Andrew Griffin	JUNE 2017 RRSP	\$489.12
Arnett Laser Engraving and Awards	2017-02-09.4	\$201.25
Ashton Cole	JULY 1, 2017 CANADA	\$250.00
Atlantic Towing Equipment Ltd	11672	\$92.00
Bell Mobility	2-373550	\$201.25
Bev Campbell	JULY 1, 2017 CANADA	\$225.00
Brenda MacIsaac	JUNE 2017 RRSP	\$273.00
Brennan Smith	JULY 1, 2017 CANADA	\$50.00
Bunny Trails Pet Ranch	JULY 1, 2017 CANADA	\$345.00
Capital "T" Electric	387	\$1,213.32
Coles Doors	2317	\$141.45
Combat Computer Inc	29982	\$121.60
Combat Computer Inc	29988	\$319.92
Combat Computer Inc	30001	\$188.30
Commercial Construction	JUNE 1, 2017	\$782.00
Controls & Equipment	21133	\$543.95
CPKN Network Inc	20501	\$57.50
CPKN Network Inc	20265	\$57.50
Canadian Union of Public Employees	JUNE 2017 UNION DUES	\$536.03
D Alex MacDonald	106827	\$2,441.68
D Alex MacDonald	108645	\$33.00

Dale Sabeau	TAX INCENTIVE 2017	\$238.70
DC Tire Sales & Service	87294	\$260.56
Eastlink	02522688	\$590.39
Eastlink	02523023	\$72.39
Eastlink	02523386	\$23.00
Eastlink	02450741	\$55.20
Eastlink	02581499	\$118.34
Elizabeth Hubley	JUNE 2017 RENT	\$805.00
Enman's Audio Video	15649	\$4,031.90
GBB Construction	620	\$8,990.26
Geoff Baker	JUNE 2017 MILEAGE	\$328.53
Holland College	539857	\$175.93
Holland College	539889	\$484.24
Holland College	539888	\$819.86
Irving Oil	31918426	\$266.99
Irving Oil	31912050	\$421.65
Irving Oil	31924553	\$189.61
Irving Oil	063260	\$85.50
Irving Oil	947496	\$244.85
Irving Oil	734385	\$598.28
Irving Oil	31882705	\$79.76
Irving Oil	31906054	\$286.15
Irving Oil	853358	\$197.94
Irving Oil	852077	\$341.41
Irving Oil	841991	\$270.70
Irving Oil	530510	\$37.00
Island Hot Tubs & Pools	16195	\$593.38
Island Hot Tubs & Pools	16391	\$37.94
Island Hot Tubs & Pools	16461	\$232.27
Island Hot Tubs & Pools	16469	\$162.07
Island Softeners Ltd	0435	\$2,875.00
K&D Pratt	185727-1	\$552.00
Keir MacLeod Vinyl Windows & Siding Inc	288523	\$1,380.00
Kensington Agricultural Services	90153	\$63.61

Kensington Agricultural Services	92285	\$17.69
Kensington Agricultural Services	91547	\$551.94
Kensington Agricultural Services	91558	\$22.31
Kensington Agricultural Services	91086	\$28.04
Kensington Agricultural Services	91135	\$151.72
Kensington Country Store	028100009917	\$43.68
Kensington Country Store	02810011036	\$81.94
Kensington Food Basket	JUNE 12, 2017	\$27.83
Kensington Septic Service	2149	\$517.50
Kent Building Supplies	975444	\$14.19
Kent Building Supplies	975188	\$20.25
Kent Building Supplies	973217	\$106.58
Kent Building Supplies	972982	\$69.38
Kent Building Supplies	972330	\$342.29
Kent Building Supplies	971670	\$28.73
Kent Building Supplies	970522	\$19.46
Kent Building Supplies	970099	\$45.03
Kent Building Supplies	969805	\$22.52
Kent Building Supplies	965197	\$22.52
Kent Building Supplies	969090	\$308.33
Kent Building Supplies	967503	\$393.12
Kent Building Supplies	967298	\$19.46
Kent Building Supplies	966539	\$10.12
Kent Building Supplies	965433	\$5.61
Kent Building Supplies	965431	\$30.35
Kent Building Supplies	965062	\$18.01
Kent Building Supplies	964965	\$40.33
Kent Building Supplies	964960	\$88.19
Kent Building Supplies	964659	\$29.88
Kent Building Supplies	962902	\$12.37
Kent Building Supplies	961619	\$12.37
Kent Building Supplies	964704	\$19.32
Kensington Intermediate Senior High School	2017 YR END & GRAD	\$450.00
K'Town Auto Parts	1408	\$16.45

K'Town Auto Parts	1251	\$17.38
K'Town Auto Parts	1229	\$4.67
K'Town Auto Parts	1222	\$12.01
K'Town Auto Parts	911	\$75.85
Lady Slipper Kennel Club	JUNE 2017 SPONSORSHIP	\$115.00
Lewis Sutherland	MAY 2017 MILEAGE	\$127.37
Lewis Sutherland	JUNE 2017 MILEAGE	\$136.30
Lewis Sutherland	JUNE 2017 RRSP	\$613.48
M. D. Charlton Co. Ltd.	53129	\$180.54
MacPhee's Seamless Eavestroughing	246834	\$575.00
Maritime Electric	TOWN HALL JUNE 17	\$1,503.52
Maritime Electric	SENIOR CNT JUNE 17	\$46.82
Maritime Electric	CGC SIGN JUNE 17	\$77.63
Maritime Electric	CGC RINK JUNE 17	\$1,292.47
Maritime Electric	CGC BALLFIELD JUNE17	\$28.85
Maritime Electric	PW SHOP JUNE 17	\$119.08
Maritime Electric	20 STEWART JUNE 17	\$64.35
Maritime Electric	FIRE HALL JUNE 17	\$408.95
Maritime Electric	EVK POOL JUNE 17	\$461.28
Maritime Electric	ART CO-OP JUNE 17	\$250.00
Maritime Electric	TRAIN STN JUNE 17	\$913.25
Maritime Electric	CAR CHARGER JUNE 17	\$43.46
Maritime Electric	STEET LIGHTS JUNE 17	\$3,093.56
Maritime Electric	RADAR SIGNS JUNE 17	\$102.78
Maritime Electric	LIBRARY JUNE 17	\$106.44
Malpeque Bay Credit Union	JUNE 2017 RRSP	\$1,660.00
Mid Isle Electric	6125	\$194.81
Minister of Finance	293157	\$419.75
Minister of Finance	293034	\$4,347.00
Minister of Finance	293014	\$414.00
MJS Marketing & Promotions	2600003	\$690.00
MJS Marketing & Promotions	2602009	\$460.00
MJS Marketing & Promotions	2602034	\$51.75
Municipal World Inc	1888	\$46.83

Murphy's Kensington	222136	\$40.41
Murphy's Kensington	126843	\$40.23
Murphy's Kensington	756209	\$29.87
Orkin Canada	7770512	\$62.10
Orkin Canada	7770589	\$28.75
Petty Cash	JUNE 2017	\$208.75
Pitney Bowes	3200485850	\$194.55
Queen Elizabeth Elementary School	2017 YEAR END PRIZES	\$150.00
Robert Wood	JUNE 2017 EXPENSE	\$169.20
Rural Beautification Society	2017 SPONSORSHIP	\$300.00
Mikes Independent	03 9177	\$5.94
Mikes Independent	01 9007	\$47.81
Mikes Independent	01 3221	\$245.10
Mikes Independent	03 4726	\$71.86
Scotia Securities	D KILLAM JUNE RRSP	\$301.28
Scotiabank Visa	JUNE 29, 2017 POOL DOLLARAMA	\$18.40
Scotiabank Visa	JUNE 29, 2017 POOL WALMART	\$141.90
Scotiabank Visa	6107787 MEETING	\$44.70
Scotiabank Visa	CANADIAN TIRE BIKES	\$3,679.62
Scotiabank Visa	FISHING DERBY	\$1,049.90
Scotiabank Visa	FISHING DERBY BBQ	\$227.70
Scouts Canada	JULY 1, 2017 CANADA	\$300.00
Spartan Fitness	282128	\$414.00
Spring Valley Building Centre Ltd	K77298	\$229.95
Spring Valley Building Centre Ltd	177089	\$377.76
Spring Valley Building Centre Ltd	177147	\$56.38
Spring Valley Building Centre Ltd	177834	\$72.11
Spring Valley Building Centre Ltd	77712	\$57.49
Spring Valley Building Centre Ltd	177657	\$172.47
Spring Valley Building Centre Ltd	177807	\$242.55
Spring Valley Building Centre Ltd	178263	\$175.92
Spring Valley Building Centre Ltd	178283	\$74.52
Spring Valley Building Centre Ltd	178549	\$243.67
Spring Valley Building Centre Ltd	178630	\$351.83



Spring Valley Building Centre Ltd	178657	\$2.29
Staples	5501492506	\$322.68
Staples	5501427042	\$6.65
Staples	5501529249	\$405.98
Suncor Energy Products Partnership	JUNE 12, 2017	\$736.74
Superior Sanitation	610204	\$80.50
Superior Sanitation	610205	\$184.00
Superior Sanitation	610206	\$230.00
Superior Sanitation	610207	\$198.84
T & K Fire Safety Equipment Ltd	229279	\$276.00
Tanya Beairsto	01	\$60.00
Telus	JUNE 2017	\$793.16
Traci Campbell	JUNE 9, 2017	\$598.00
Tyler Brander	K'TOWN CASH 50/50	\$105.00
Uniform Works Limited	76776	\$14.95
Vail's Fabric Services Ltd	282870	\$104.42
Valerie Henderson	24	\$420.00
Wade Caseley	K'TOWN CASH JUNE 1	\$440.00
Wet n' Wild Car Wash	JULY 7, 2017 CAR WASH	\$90.00
Yellow Pages Group	17-4540924	\$22.50
Subtotal		<hr/> \$72,750.06
June Payroll		\$82,509.11
<b>Total June Bills</b>		<hr/> <b>\$155,259.17</b> <hr/>

**TOWN OF KENSINGTON**  
Income Statement Comparison of Actual to Budget for June 2017

GENERAL REVENUE	Current Month			Year to Date				
	Actual	Budget	Variance	Actual	YTD Budget	Variance	Annual Budget	% Full Year
General Revenues	\$95,780.23	\$100,537.00	-\$4,756.77	\$534,516.94	\$519,107.00	\$15,409.94	\$1,081,858.00	49%
Police Service	\$1,334.65	\$4,000.00	-\$2,665.35	\$10,520.00	\$24,000.00	-\$13,480.00	\$48,000.00	22%
Town Hall Rent	\$7,852.96	\$7,830.00	\$22.96	\$47,117.76	\$46,980.00	\$137.76	\$93,960.00	50%
Recreation	\$320.00	\$500.00	-\$180.00	\$320.00	\$500.00	-\$180.00	\$4,500.00	7%
Sales of Service	\$46,376.30	\$32,200.00	\$14,176.30	\$218,871.30	\$167,400.00	\$51,471.30	\$359,950.00	61%
Subtotal Revenue	\$151,664.14	\$145,067.00	\$6,597.14	\$811,346.00	\$757,987.00	\$53,359.00	\$1,588,268.00	51%
GENERAL EXPENSES								
Town Hall	\$11,385.43	\$11,254.00	\$131.43	\$68,927.16	\$71,877.00	-\$2,949.84	\$146,118.00	47%
General Town	\$31,646.96	\$35,434.00	-\$3,787.04	\$278,414.71	\$286,426.00	-\$8,011.29	\$528,502.00	53%
Police Department	\$36,621.53	\$35,281.00	\$1,340.53	\$212,854.13	\$205,752.00	\$7,102.13	\$431,072.00	49%
Public Works	\$14,175.50	\$27,045.00	-\$12,869.50	\$130,887.91	\$145,194.00	-\$14,306.09	\$237,433.00	55%
Train Station	\$3,012.71	\$1,685.00	\$1,327.71	\$14,577.88	\$14,435.00	\$142.88	\$27,795.00	52%
Recreation & Park	\$11,513.13	\$7,825.00	\$3,688.13	\$32,939.51	\$37,850.00	-\$4,910.49	\$72,250.00	46%
Sales of Service	\$17,417.45	\$13,554.00	\$3,863.45	\$92,114.35	\$89,771.00	\$2,343.35	\$184,382.00	50%
Subtotal Expenses	\$125,772.71	\$132,078.00	-\$6,305.29	\$830,715.65	\$851,305.00	-\$20,589.35	\$1,627,552.00	50%
Net Income (Deficit)	\$25,891.43	\$12,989.00	\$12,902.43	-\$19,369.65	-\$93,318.00	\$73,948.35		
Community Gardens Complex								
Community Gardens Revenue	\$21,000.08	\$21,900.00	-\$899.92	\$204,566.56	\$182,800.00	\$21,766.56	\$402,900.00	51%
Community Gardens Expenses	\$16,482.07	\$19,283.00	-\$2,800.93	\$165,543.21	\$183,478.00	-\$17,934.79	\$363,616.00	46%
Net Income (Deficit)	\$4,518.01	\$2,617.00	\$1,901.01	\$39,023.35	-\$678.00	\$39,701.35		
Fire Department								
Fire Revenues	\$20,613.25	\$20,214.00	\$399.25	\$124,354.50	\$121,284.00	\$3,070.50	\$242,568.00	51%
Fire Department Expenses	\$14,225.32	\$19,338.00	-\$5,112.68	\$107,154.07	\$116,848.00	-\$9,693.93	\$242,568.00	44%
Net Income (Deficit)	\$6,387.93	\$876.00	\$5,511.93	\$17,200.43	\$4,436.00	\$12,764.43		
Consolidated Net Income (Deficit)	\$36,797.37	\$16,482.00	\$20,315.37	\$36,854.13	-\$89,560.00	\$126,414.13		
Water and Pollution Control Corporation								
Water & Sewer Revenue	\$46,765.38	\$46,297.00	\$468.38	\$281,016.02	\$277,855.00	\$3,161.02	\$555,637.00	51%
Water & Sewer Expenses	\$44,545.41	\$44,553.00	-\$7.59	\$279,068.59	\$265,248.00	\$13,820.59	\$555,637.00	50%
Water & Sewer Net Income (Deficit)	\$2,219.97	\$1,744.00	\$475.97	\$1,947.43	\$12,607.00	-\$10,659.57		

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**TOWN OF KENSINGTON – MEMORANDUM**

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**TO:** MAYOR AND TOWN COUNCIL, CAO  
**FROM:** ROBERT WOOD, CGC MANAGER  
**SUBJECT:** JUNE 2017 COMMUNITY GARDENS COMPLEX REPORT  
**DATE:**  
**ATTACHMENT:** STATISTICAL REPORT

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**June 2017**

**Fitplex**

Programming: Aerobics Programming

Monday      Krista Shields Multi Fit 7:15 PM – 8:15 PM

Hours

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

**Arena**

- Arena maintenance continued with all dressing rooms, stands, public washrooms canteen, back hallway, entrance and players benches being painted. Repairs to player bench doors and player boxes mats were finished. Dressing room doors were repaired.
- Parking lot lines and handicap parking spots were repainted as well as added three pickle ball courts in the old ice surface.

### **Kensington Cash**

June, 2017	\$240.00
	\$240.00
	\$260.00
	<u>\$240.00</u>
<u>Total</u>	<u>\$980.00</u>

### **Ball Fields**

Wendell Warren replaced dugouts.

Ballfield building was repaired with new shingles.

Minor repairs have been done.

### **Harvest Festival:**

- Meetings are progressing and event lineup is finalized
- 10 Pageant Contestants

### **Senior Center**

Repairs to stairway were done.

### **Upcoming Events**

- Harvest Festival 50<sup>th</sup> Anniversary
- Fishing Derby was held in June
- Bike Rodeo was held in June

**Town of Kenisngton**  
**Community Gardens Complex Monthly Statistical Data**  
**2016**

Category	January	February	March	April	May	June	July	August	September	October	November	December	YTD
<b>Fitplex</b>													
Total Members	214	235	230	211	218	210	198	192	210	220	225	235	2598
Attendance	1250	1066	1105	998	889	788	672	724	766	825	996	996	11075
Day Passes Sold	57	70	48	48	38	16	8	12	30	38	31	31	427
Memberships Sold	38	31	16	31	29	20	20	22	36	36	27	27	333
Monthly Payment Memberships	20	31	35	36	46	46	46	46	48	50	50	52	506
<b>Arena</b>													
Hours Rented	176	155	115	37	0	0	0	0	100	132	162	152	1029
Preschool (Free)	4	4	4	2	0	0	0	0	0	0	4	4	22
Adult Skate	8	8	8	2	0	0	0	0	0	0	4	4	34
Donated Ice Time		10	12	5	0	0	0	0	0	0	0	2	29
Total Hours Rented	188	177	139	46	0	0	0	0	100	132	170	162	1114
Storm Days (no rentals)	3	2	2	0	0	0	0	0	0	0	0	3.5	10.5

**Town of Kenisngton**  
**Community Gardens Complex Monthly Statistical Data**  
**2017**

Category	January	February	March	April	May	June	July	August	September	October	November	December	YTD
<b>Fitplex</b>													
Total Members	280	270	260	265	245	230	230						1780
Attendance	1571	1227	1300	1100	1056	816	699						7769
Day Passes Sold	32	25	20	40	19	12	15						163
Memberships Sold	55	26	32	41	29	21	23						227
Monthly Payment Memberships	54	55	49	49	54	54	50						365
<b>Arena</b>													
Hours Rented	159	157	145	35	0	0	0						496
Preschool (Free)	4	4	4	0	0	0	0						12
Adult Skate	4	4	4	0	0	0	0						12
Donated Ice Time	2	10	2	5	0	0	0						19
Total Hours Rented	169	175	155	40	0	0	0						539
Storm Days (no rentals)	2	3	0	0	0	0	0						5



## **Mayor's Report to Town Council**

August 14, 2017

**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](http://www.kensington.ca))

Committee of Council meetings are held on the 4<sup>th</sup> Monday of each month at 6:30pm and Town Council meetings are held on the 2<sup>nd</sup> 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.

**Efficiency PEI** – Representatives from Efficiency PEI were visiting Kensington to answer questions on energy efficiency and to display an electric car called the Chev Volt. Council were invited to attend but we did not get much notice and it was difficult for Council to schedule themselves in attendance. The representatives would welcome the opportunity to attend a Lunch and Learn in this area and promote a program available for people with less than \$50,000 annual income to upgrade their home for energy efficiency. I suggest we discuss this with the local Chamber of Commerce and try to coordinate an event.

**Town Clean Up** – It is great to see some extra work being done by town staff to clean and paint the town in many areas. The Early Childhood Learning children had written a letter to myself and Council requesting that something be done to clean up the park and equipment located off Lions Drive. Mr. Baker and staff did a great job in getting this park fixed up thanks also to the support from Commercial Construction. The children wrote more letters thanking us for the improvements and copies of both the request and thank you will be provided with my report.

Rowan Caseley  
Mayor – Town of Kensington

## Rowan Caseley

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**From:** Rowan Caseley <mayor@townofkensington.com>  
**Sent:** May 23, 2017 9:35 PM  
**To:** 'funtimes.child@gmail.com'  
**Cc:** Geoff Baker (townmanager@townofkensington.com)  
**Subject:** Playground Equipment

May 23, 2017

Dear Elaine, Tracy and all Pre-K children;

Thank you for your letter dated May 19 informing me of the condition of the playground equipment near the Fun Times Early Learning Center. I was certainly not aware of this and appreciate you bringing it to my attention.

I have discussed this with our Town Manager, Mr. Geoff Baker, and asked him to please look into this right away and have repaired what is possible to repair. Furthermore I have asked him to make an assessment of what might be beyond repair and options available to the Town. I do hope he can get the wasp nest removed immediately as we do not want anyone to get stung.

Thank you to all the students who took the time to write and let me know. It is great to see children take pride in the property they use and we will do what we can to fix what is located there.

I have also asked Mr. Baker to please put these pieces of equipment on a periodic evaluation list. We will fix what we can and if replacement is needed this will have to come before Town Council for discussion and decision.

Thank You and I hope you all have a great day.

Best Regards  
Rowan

Cc Mr. Geoff Baker, Town Manager

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

Office 902-836-3781  
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Cell 902-432-4492  
Web [www.kensington.ca](http://www.kensington.ca)  
Email [mayor@townofkensington.com](mailto:mayor@townofkensington.com)  
Connect with us on: [Facebook](#) and [Twitter](#)

May 19, 2017

Dear Rowan Caseley, Mayor of Kensington and Councillors,

We are writing this letter on behalf of the Pre-K class at Fun Times regarding the state of the equipment -Rocket Ship House, Tree House and the Bridge. The Pre-k Class have expressed how they feel and some have offered suggestions as to what should be done at the park. They are using little voices for a big public service for all!

These children are our future. We are teaching them to value community, respect the property of others and to stand up for what is important.

As educators for these children and our concern for the general public, we would suggest periodic maintenance checks on the equipment. These suggestions include: fixing or replacing broken equipment, adding additional pea gravel under the equipment and inspection and/or elimination of wasp nests.

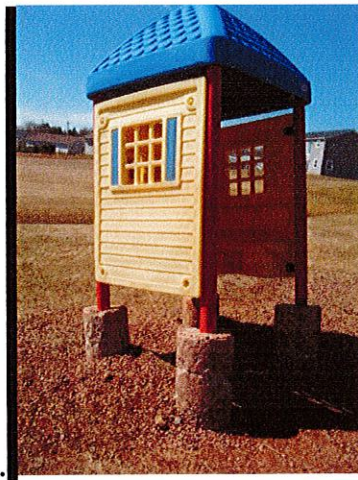
Thank You!

Elaine and Tracy Pre-K Educators



Dear Rowan Caseley, Mayor of Kensington and Councillors,

We wanted to let you know how much we enjoy playing in the community park. Unfortunately, some of the equipment needs to be fixed. We are unable to play in the Rocket House until it gets fixed. The Rocket House is tipping and the cement pillars are raised above the ground. The pillars should be buried underneath the ground. Our teachers say that we could get hurt so that area is closed to us. They explained that we could fall and scrape our knees or fall and hit our heads against the cement.



The Treehouse sections are coming apart and easily tip over. The sections should be snapped together securely so we don't get pinched and/or fall over against the house.



Sometimes we like to pretend a troll lives under the bridge when we walk over it but the boards are loose and we don't want to fall through. We also see the nails.



We are feeling sad that we can't play in all the areas. Isn't there something you can do to help us?

We also hope that we could also watch from afar when the renovations are taking place. Community and community workers are of great interest to us.

Your future policy-makers

FunTimes Pre-K Class

Comments from the children in the Pre-K class.

Gavin- "It's boring without the rocket ship!"

Bradley – "I think it's gonna be dumb when it's broke!"

Alex- "I would play on it if it was fixed. It's not working!"

Carter- "Sad-fix it up!"

Gabe- "Fix it! It would make me happy!"

Jacob- "Come fix it!"

Madison- "I feel sad!"

Rina- "Fix it!"

Ben- "I feel sad when I can't play in the rocket house!"

Issac M- "Fix it!"

Emmit- "Fix it or get a new one!"

Jack- "I feel sad but would feel happy if they fix it!"

Townsend- "I feel sad!"

Aria- "Sad!"

Ethan- "Just plain sad the rocket ship is broke!"

Caedyn- "I feel kinda like sad!"

Drake- "Sad!"

Jamieson- "I feel like nervous!"

Addison- "I would like you to come and fix it!"

Thank you for reading our letter. We know you are busy but we will get our teachers to check emails daily as we wait for your decision.

Email: [Funtimes.child@gmail.com](mailto:Funtimes.child@gmail.com)

Please note the attached signed petition from the Pre-K class to have the equipment fixed. Thank you!

Petition to Fix Community Park Equipment

LUKAS

WIVAB

IZANAC<sub>B</sub>

TOO MUCH

G A P E

To Miss ND  
Addison  
ISAAC

RINA

TC

ARMN

c a g d Y n  
DPAHE

BEHC

1 r + E /





Aug 1, 2017

Dear Rowan Caseley, Mayor of Kensington and Councillors,

We are once again writing on behalf of the Pre-K class at Fun Times regarding the wonderful improvements made to the equipment at the park. The children have watched the progress of the workers as they worked tirelessly on this project.



The children had many questions on what they thought improvements might be and so we made the journey to go up to the park to see for ourselves.

The park is a safe, clean and inviting space. The area where the trees were removed has now become a running strip for the children. The children believe the swings were lowered due to the additional pea gravel.

The children and educators at Fun Times will do their part to help keep the park clean. We will be picking up litter when we see it and try to keep the public park clean for all.

Thank you!

Elaine and Tracy Pre-K Educators

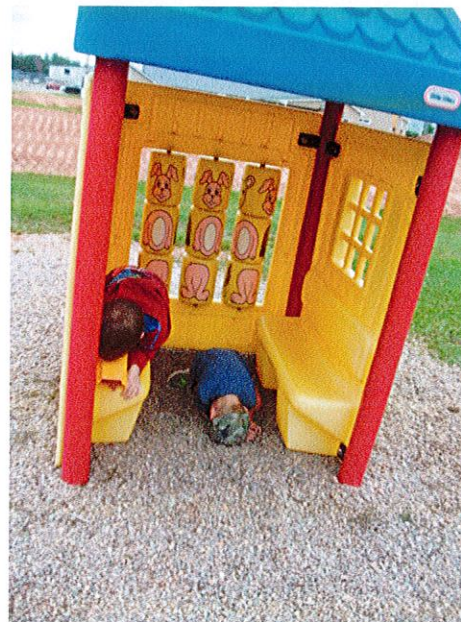
Aug 1, 2017

Dear Rowan Caseley, Mayor of Kensington and Councillors

We wanted to let you know how much we enjoyed playing in the park now that you have made the park safer and cleaner for us. We ask to go up to the park everyday! Now our teachers ask us, "What are you going to play on first?" We are so happy that everyone can play here.

We hope you enjoy our pictures of our play in the park.

We love the Rocket House! We play in the Rocket House with the mix and match puzzle. Sometimes we just like to sit and chill with our friends. We also like to play Hide and Seek.





The swings are low enough for us to get on and we can stop by ourselves when we are ready to get off. We are learning to pump our legs and swing quite high.



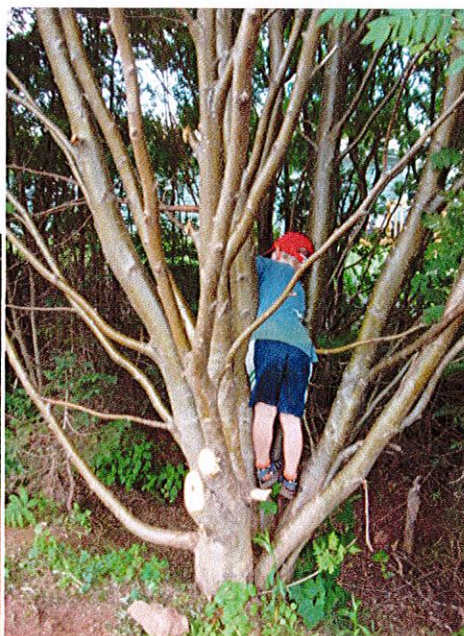
The dinosaur is a great place to sit and watch our friends. Sometimes we talk about our favorite dinosaurs, too. Our overall favorite dinosaur is the T-Rex. Do you have a favorite dinosaur?



The tree house is a great place to pretend we are all grown up."I'm ringing the doorbell to see if anyone is home!"



We checked out the trees and still climb them. This tree is more challenging than the other tree. These branches are a little straighter. We also enjoy the shade they give us. The tree look so healthy, too.





The sandbox is just right for me and my friend. We are making pattern designs today!



Comments from the Pre-K Class now that the park has been repaired.

Ethan- "I like sitting in the Rocket House. I liked putting the kangaroo, cow and bunny together."

Rina - "I liked the swings. They were low enough."

Aria – "I liked the swings. I can reach. I liked the rocket house and dinosaur. I love you!"

Addison – "I liked the sandbox. I'm glad you fixed things. Thank you!"

Emmit – "I love you for fixing it!"

Townsend – "I'm glad you fixed the rocket house. Thank you!"

Emilie – "Thank you!"

Jamieson – "I like the rocket house and the swings. Thank you!"

Brandyn – "I like the slide and dinosaur."

Carter – "Thank you for fixing the rocket house and the new rocks."

Lucas – "Thank you!"

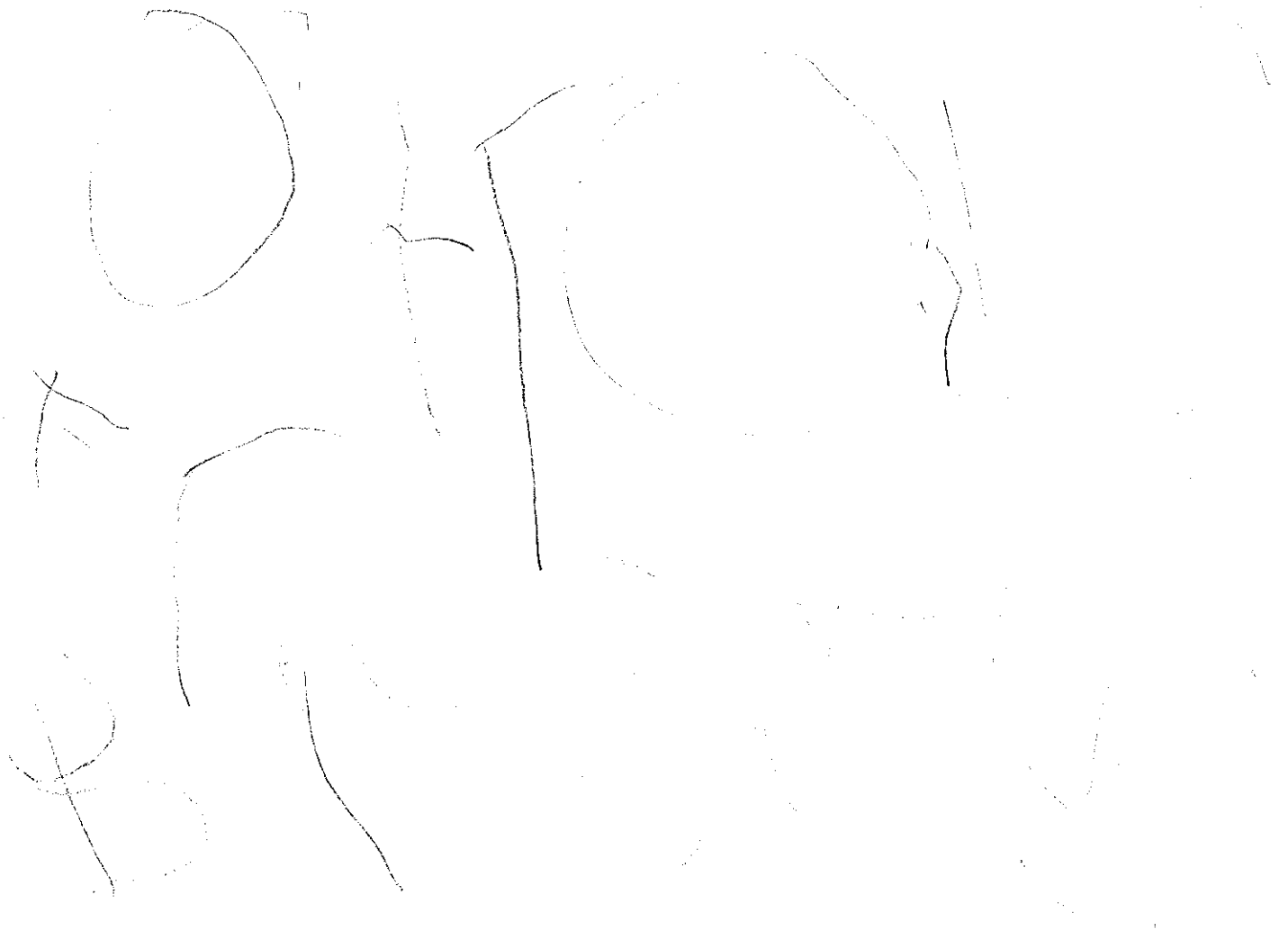
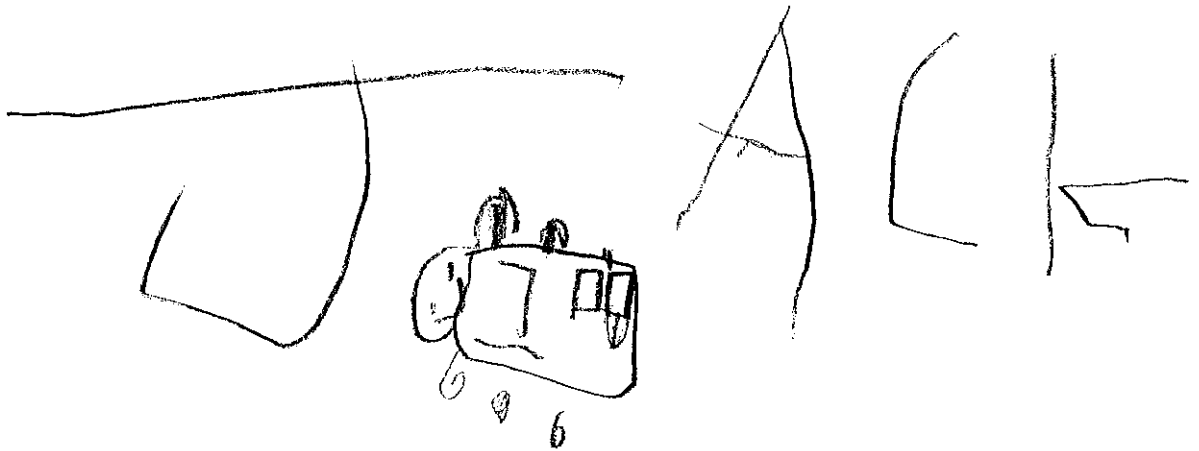
Alex – "Thank you for fixing the rocket house."

Gavin – I'm glad you fixed the rocket house. Thank you!"

Bradley – "Thank you. Also, thank you for the running track!"

Sincere thanks from all the Pre-K class at FunTimes!

TO WHS ENO



LUPAZ  
ETHQDS

ARIA  
EMILIE

SAVIN

ALEX

addition

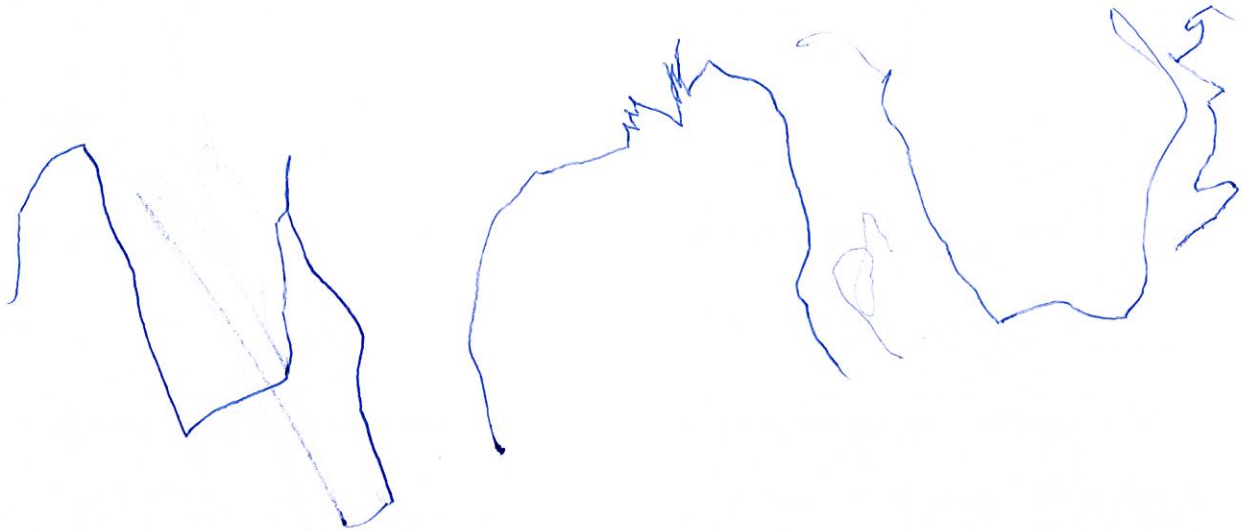
RINA

TAVNIOZ



BAD 1/9

colored 1/10



## Town of Kensington - Request for Decision

<b>Date:</b> August 9, 2017	<b>Request for Decision No:</b> 2017-45
<b>Topic:</b> Town Hall Roof Replacement	
<b>Proposal Summary/Background:</b> <p>Staff have requested quotes from roofing contractors to replace the Town Hall roof. The roof is leaking in several areas over the main foyer and Council Chambers. It is proposed that the rolled roof portion at the southwest corner of the building (police station and portion of medical centre) is in good shape and does not require replacement. It was originally intended that the roof would be replaced with steel (hidden fastener type) however Town Council requested that quotes also be sought for asphalt shingle replacement. Quotes were requested from MacBeth Brothers, Kelly's Construction, Building Blocs, MacPhee's Metal Roofing, Mallett Exteriors and Acadian Metal Roofing.</p> <p>Quotes were received as follows:</p> <p>MacBeth Bros. Roofing (Asphalt shingles) - \$24,990.00 plus HST MacPhee's Metal Roofing (Metal Roofing) - \$42,500.00 plus HST Mallett Exteriors Inc. (Metal Roofing) - \$38,812.20 plus HST</p> <p>It is highly recommended that Town Council proceed with the replacement with a steel roof, however if the desire is to proceed with asphalt roofing then staff will attempt to get additional quotes for such. Steel roofing has a longer life span, lasting 40 to 70 years and provides a greater return on initial investment.</p> <p>Both the steel roofing and asphalt shingles come with a 40 year manufacturer's warranty and 5 year warranty on installation.</p>	
<b>Benefits:</b> <ul style="list-style-type: none"><li>• Will provide a new steel roof for the town hall.</li><li>• Steel roofing will outlast traditional asphalt roofing and should provide a greater return on investment for the town.</li></ul>	
<b>Disadvantages:</b> <ul style="list-style-type: none"><li>• Steel roofing is more expensive than asphalt roofing and will require a greater initial investment.</li></ul>	
<b>Discussion/Comments:</b> <p>It is recommended that Town Council move forward with the procurement and installation of a metal roof. While the initial investment is approximately \$14,000 higher, it should result in a savings for the town assuming that the steel roof will last two to three times longer than traditional asphalt shingles.</p>	
<b>Options:</b> <ol style="list-style-type: none"><li>1. Approve the installation of a steel roof as recommended.</li><li>2. Approve the installation of asphalt shingles.</li></ol>	

3. Not replace the roof on the Town Hall Building.

**Costs/Required Resources:**

\$38,812.20 plus HST

**Source of Funding:**

Town Hall Capital

**Recommendation:**

That Town Council consider and adopt the following resolution:

***BE IT RESOLVED THAT the Town of Kensington proceed with the replacement of the Town Hall roof as per the quote of Mallett Exteriors Inc. dated July 27, 2017 in the amount of \$38,812.20 plus HST.***



26143 Highway 2  
 Travellers Rest P.E.I  
 c1n 4j8  
 mallett\_exteriors@live.ca  
 (902) 888 7770

DATE July 27, 2017  
 Business# 80045 6881 RT0001

# Quote

Town Of Kensington  
 902 836 3781  
 902 439 8849  
 55 Victoria Street East Kensington  
 We use 26 gauge commercial quality metal

ESTIMATOR		JOB	PAYMENT TERMS		DUE DATE
Rob Farris 902 439 2964					
QUANTITY	DESCRIPTION			UNIT PRICE	LINE TOTAL
1.00	metal roofing supplied	hidden fastener		38,812.20	38,812.20
	metal roof installed	police station not on this quote			
	1/2 ridge cap				
	ridge cap				
	vented ridge cap foams				
	upper foams				
	gutter apron				
	gable apron				
	finish trims				
	a/c unit flashing				
	sidewall				
	End wall				
	vent pipe flange				
	pancake screws				
	1x4 strapping				
	CAULKING				
	ice and snow guards 2 rows over doors , walkways				
	and parking spots				
	*** NOTE***steel will not be in one continuous lenght				
				SUBTOTAL	\$38,812.20
				H.S.T 15%	5,821.83
THANK YOU FOR YOUR BUSINESS				TOTAL	\$44,634.03

THANK YOU FOR YOUR BUSINESS

## MACPHEE'S METAL ROOFING

PO Box 952

Kensington, PE

C0B 1MO

July 24, 2017

### **ESTIMATE: Town Of Kensington Hall (Hidden Fastener Metal Roof)**

Supply & install 12" Hidden Fastener metal roof on complete asphalt shingled section with standard colour of choice. Complete roof will be covered with synthetic roofing underlayment over existing asphalt before installing metal roofing.

All steel sheets and accessories will be 26 gauge material.

Price includes coloured steel starter (drip edge) for eaves and gables

Steel has a 40 year warranty provided by manufacturer and labour on installation will have a 5 year warranty.

### **ESTIMATE OF WORK AS DESCRIBED ABOVE:**

**\$42,500 + HST**

***Kensington Police rolled roof section is in good condition and would not need to be done but if you want to do this as well it would be \$9,450. + HST (Extra)***

Todd MacPhee

Cell: (902)439-0033

Home: (902)886-3005

Thanks for the opportunity of providing you with this estimate on your roofing project.

**We also install vinyl siding and seamless gutters!**



***Guaranteed Workmanship.  
The Island's #1 Choice!  
If it's a roof, we do it!!***

SOLD TO	Town of Kensington	DATE	June 5-2017
ADDRESS	55 Victoria St, Kensington	PHONE	902-836-3781
EMAIL	mayne.randy@kent.ca		
VALIDATION DATE	TERMS	H.S.T REG. NO.	SALES REP
prices valid for 7 days	50% payment due upon delivery	887555258RT0001	Duane MacBeth
prices do not include HST	of materials. Remainder due upon completion		Karen Adams
ESTIMATE			
Materials:			
	1) 40 year lifetime shingles. Barkwood		
	2) Galv. Coil roofing nails.		
	3) Metal eavestarter. reuse existing		
	4) Ice & water shield membrane.		
	5) Metal step flashing.		
	6) Plastic cement.		
	7) Polybitumene elastomastic.		
	8) Plumber's flashing		
Labor:			
	1) Will strip and reshingle roof using 40 year mystique architectural shingles.		
	2) Will use metal eavestarter on all eaves and rakes.		
	3) Will use Ice & water shield membrane on all eaves, valleys and at chimney.		
	4) Will use metal step flashing at chimney.		
	5) Will cement down all shingles with plastic cement, storm nail shingles and install plumber's flashing.		
	6) Will estimate based on the removal of one layer of shingles only.		
	7) Will clean up and remove all garbage from the site!		
		\$ 24,990.00	
	40 yr. lifetime		
	Mystique architectural shingle	included	
	Synthetic Fibre underlayment	included	
	OMIT Flat roof section.		
HST			
5 Year Guarantee on all workmanship!			
TOTAL			

## Town of Kensington - Request for Decision

<b>Date:</b> August 10, 2017	<b>Request for Decision No:</b> 2017-46
<b>Topic:</b> Wastewater Treatment Plant - Swing Mower	
<b>Proposal Summary/Background:</b> <p>The wastewater treatment lagoon (first cell – no aeration) currently has approximately 70 percent coverage with duckweed. Duckweed is an invasive plant species which is very common in stagnant water bodies. It blocks sunlight from the lagoon and subsequently negatively impacts the lagoons ability to treat for Biological Oxygen Demand (BOD). The Duckweed is a recurring issue (every summer) at the lagoon and is primarily caused by an insufficient wind regime across the lagoon. The Provincial Department of Environment inspected the lagoon in 2016 and advised the Town that the berms needed to be cut down to allow sufficient wind to blow across the surface of the lagoon. Given the nature of a lagoon system, vegetation grows very quickly around the perimeter of the lagoon berms. Given the grade of the berms it is not possible for the town's mowers to cut the vegetation. Over the past several years the town has hired a contractor to cut the vegetation once per year with a swing mower at approximately \$1,000.00 (\$914.70 in 2016). It is apparent that mowing this vegetation once per year isn't sufficient.</p> <p>Public Works staff have requested the Town's consideration of purchasing a swing mower for the bobcat tractor to allow staff to mow the berm vegetation on a more frequent basis (once per month during the summer season, or as required). The Town may continue to require the services of a heavier swing mower/grinder as the east berm of the first cell is subject to heavier tree/vegetation growth. It is anticipated given the typical wind regime, that this would only be required once every one to two years as long as the North, South and West berms are cut on a regular basis.</p> <p>Kensington Ag has provided a quote to the Town for a swing mower that would fit the Bobcat tractor. The swing mower is a new unit however the paint has been faded as it has sat in their yard for quite some time. I understand the mower was purchased for a farm show display at some point in the past. The original price on the mower is \$9,000 and is being offered to the town at a discounted price of \$5,000.00 plus HST.</p>	
<b>Benefits:</b> <ul style="list-style-type: none"><li>• Will allow Town staff to mow vegetation from the lagoon berms on a regular basis therefore allowing a sufficient wind regime across the lagoon surface.</li><li>• Will significantly reduce duckweed growth on the lagoon thereby improving wastewater treatment.</li><li>• The swing mower can be utilized to mow ditches in other areas (i.e. Sunset Drive)</li></ul>	
<b>Disadvantages:</b> <ul style="list-style-type: none"><li>• None Noted.</li></ul>	
<b>Discussion/Comments:</b> <p>It is recommended that Town Council move forward with the purchase of the swing mower as per Kensington Agricultural Services Quote. It is apparent that a more rigorous schedule is required for mowing the lagoon berms. To continue to procure the services of a swing mower from private</p>	

contractors will increase the annual cost to just under \$2000.00 per year. At the quoted price, the swing mower will have a payback period of about 2.5 years. Further, the swing mower can be utilized in other areas as required.

**Options:**

1. Approve the purchase of the swing mower as recommended.
2. Not approve the purchase of the swing mower.

**Costs/Required Resources:**

\$5,000.00 plus HST plus  
installation estimated at \$500.00

**Source of Funding:**

Public Works Capital (50%)  
Water and Pollution Control Capital (50%)

**Recommendation:**

That Town Council consider and adopt the following resolution:

***BE IT RESOLVED THAT the Town of Kensington purchase a swing mower from Kensington Agricultural Services as per the quote dated July 18, 2017 in the amount of \$5,000.00 plus HST.***





PO Box 307  
15 Park Rd, Kensington  
Prince Edward Island  
C0B 1M0



## QUOTATION

NO

GST NO 102812021 RT

Date: 07/18/2017

Customer: Town of Kensington

Phone:

Email:

QTY	DESCRIPTION	PRICE
1	1090334 McConnel swing mower, 3pt	\$9,000.00
1	In-stock discount - Sold "as-is". (faded etc)	-\$4,000.00
		\$5,000.00

### FINANCE PAYMENTS:

\$ payments of \$ \*/Month for Months at  
down payment

### LEASE PAYMENTS:

\$ payments of \$ \*/Month for Months at  
down payment \$ \*\* residual

### CASH IN LIEU OF FINANCING: \$

(\*including taxes \*\*plus taxes)

### Delivery

Sub Total \$5,000.00

GST / HST \$750.00

### PST

Subtotal \$5,750.00

Environment Tax (GST inc.)

Total \$5,750.00

### NOTES:

This is a new, never used unit that was part of a farm show display.  
Because each installation is unique, price does not include any extra parts or hydraulics that MAY be required for specific tractor installation  
1 year warranty

Quote expires: When unit is sold

Prices are subject to change

Signature of Approval:

Date:

Sales Rep: Kent Croken

Phone: 836-3212 ext 236

Email: kent@kensingtonag.com

Phone 902.836.3212

Toll Free 800.720.3212

Fax 902.836.3636

info@kensingtonag.com

www.kensingtonag.com

## Town of Kensington - Request for Decision

<b>Date:</b> August 11, 2017	<b>Request for Decision No:</b> 2017-47
<b>Topic:</b> HLM Enterprises Ltd. Development Permit Application	
<b>Proposal Summary/Background:</b>  The attached development permit application was submitted by Terry Peters on August 9, 2017 for the construction of a 4-plex on PID No. 1056142, being lands of HLM Enterprises Ltd (14 Sunset Drive).  The original development of this property was first contemplated in 2012 (two six-plexes and one 4-plex). The two six-plexes were constructed in 2012 however the 4-plex was not. The development of the former parent parcel (prior to subdivision) was subject to a development agreement (attached) between the Town and HLM Enterprises Ltd.  The development permit application is recommended for approval.	
<b>Benefits:</b> <ul style="list-style-type: none"><li>• N/A</li></ul>	
<b>Disadvantages:</b> <ul style="list-style-type: none"><li>• N/A</li></ul>	
<b>Discussion/Comments:</b>  The proposed development has been reviewed for compliance with the Town's Development Control Bylaw and is hereby recommended for approval by the CAO.	
<b>Options:</b> <ol style="list-style-type: none"><li>1. Approve the Development Permit Application as recommended.</li><li>2. Not approve the Development Permit Application.</li></ol>	
<b>Costs/Required Resources:</b>  N/A	<b>Source of Funding:</b>  N/A
<b>Recommendation:</b>  That Town Council consider and adopt the following resolution:  <i><b>BE IT RESOLVED THAT a Development Permit for HLM Enterprises Ltd. for the construction of a four unit residential structure on PID No. 1056142 be hereby approved.</b></i>	



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](mailto:townmanager@townofkensington.com)  
Website: [www.kensington.ca](http://www.kensington.ca)

For Office Use Only	
Permit #:	
Date Received:	Aug 9, 2017
Date Approved:	
PEI Planning:	
Permit Fee: \$	<input type="checkbox"/> Paid

## DEVELOPMENT PERMIT APPLICATION

### 1. Property Information

Project Address: 14 Sunset Dr. Property Tax Number (PID): \_\_\_\_\_  
 Lot No.: \_\_\_\_\_ Subdivision Name \_\_\_\_\_ Current Zoning: \_\_\_\_\_

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

2 - 6 Unit Apartment Buildings

Land Purchased from Barely Year Purchased 2011

Location of Development		Property Size	
<input type="checkbox"/> North	<input type="checkbox"/> East	Road Frontage <u>175</u>	Acreage _____
<input type="checkbox"/> South	<input type="checkbox"/> West	Property Depth <u>300</u>	Area sq. ft. _____

### 2. Contact Information

APPLICANT Name: HEM Enterprises Ltd. Address: 32 Union St.  
 Phone: \_\_\_\_\_ Cell: 902 718 1254 Charlottetown, PE  
 Email: hthrp@rs@gmail.com Postal Code: C1A 3V4

Same as Above: ☒ Name: Heather Peters Address: \_\_\_\_\_

OWNER Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_ Postal Code: \_\_\_\_\_

CONTRACTOR, ARCHITECT OR ENGINEER Name: T.K. Home Improvements Address: 180 Blueoshank Rd.  
 Phone: \_\_\_\_\_ Cell: 902 888 5707 Summerside PE  
 Email: \_\_\_\_\_ Postal Code: C1N 4J9

### 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 type="checkbox"/> Semi-Detached (R2)	<input type="checkbox"/> Industrial (M1)	<input type="checkbox"/> Accessory Building	
<input checked="" type="checkbox"/> Multi-Unit Res. (R3)	<input type="checkbox"/> Mini Home (RM1)	<input type="checkbox"/> Decks/Fence/Pools	

Type of Foundation	External Wall Finish	Roof Material	Chimney
<input type="checkbox"/> Poured Concrete	<input 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>8</u>	<u>4</u>	Width _____ Length _____

Detailed Project Description:

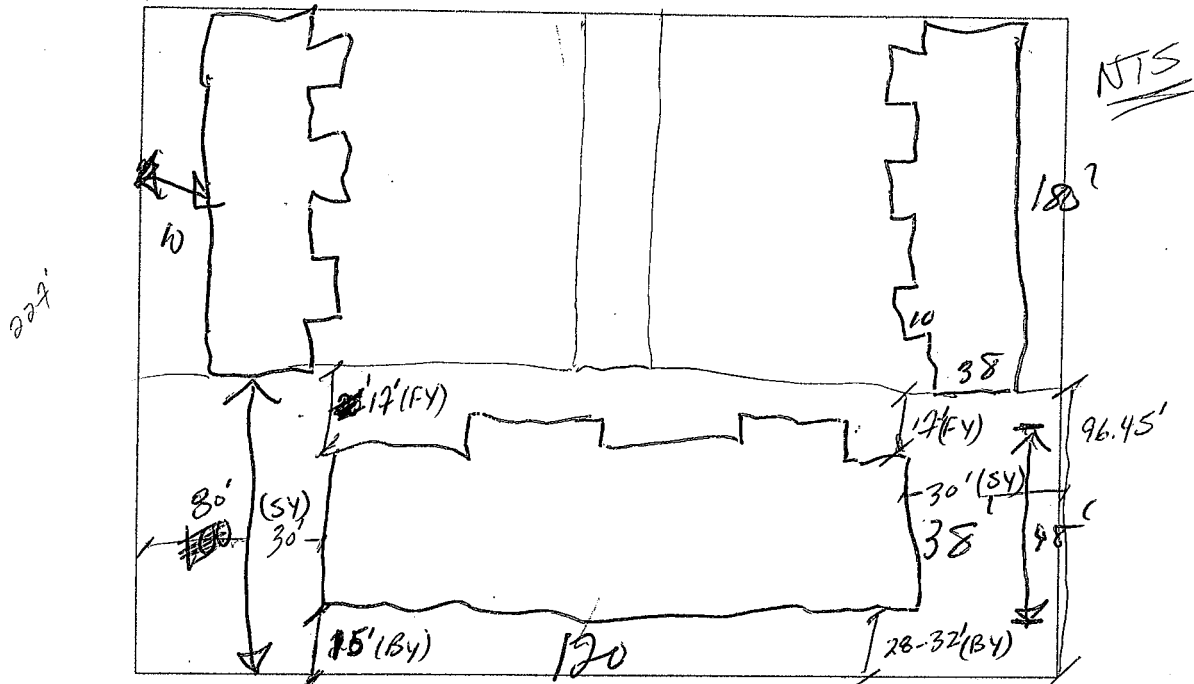
4 Unit Seniors Complex

Estimated Value of Construction (not including land cost):

Projected Start Date: JuneProjected Date of Completion: Nov 15

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 and center of road.



## I DO SOLEMNLY DECLARE &amp; 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 subject to a 21-day appeal period as stated under the PEI Planning Act.

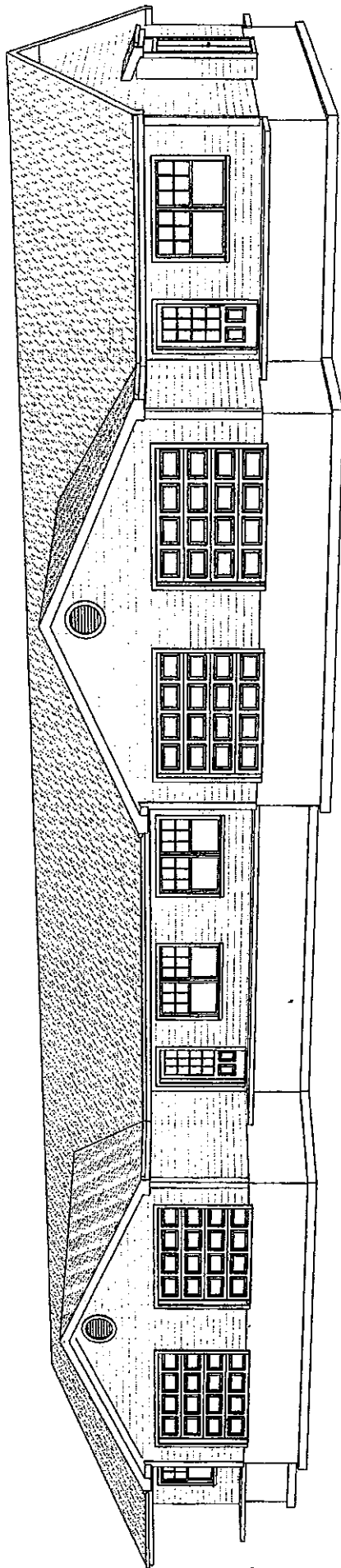
Further, I realize that the payment of monies for this application does not constitute approval of a permit nor approval to commence any part of the work applied for.

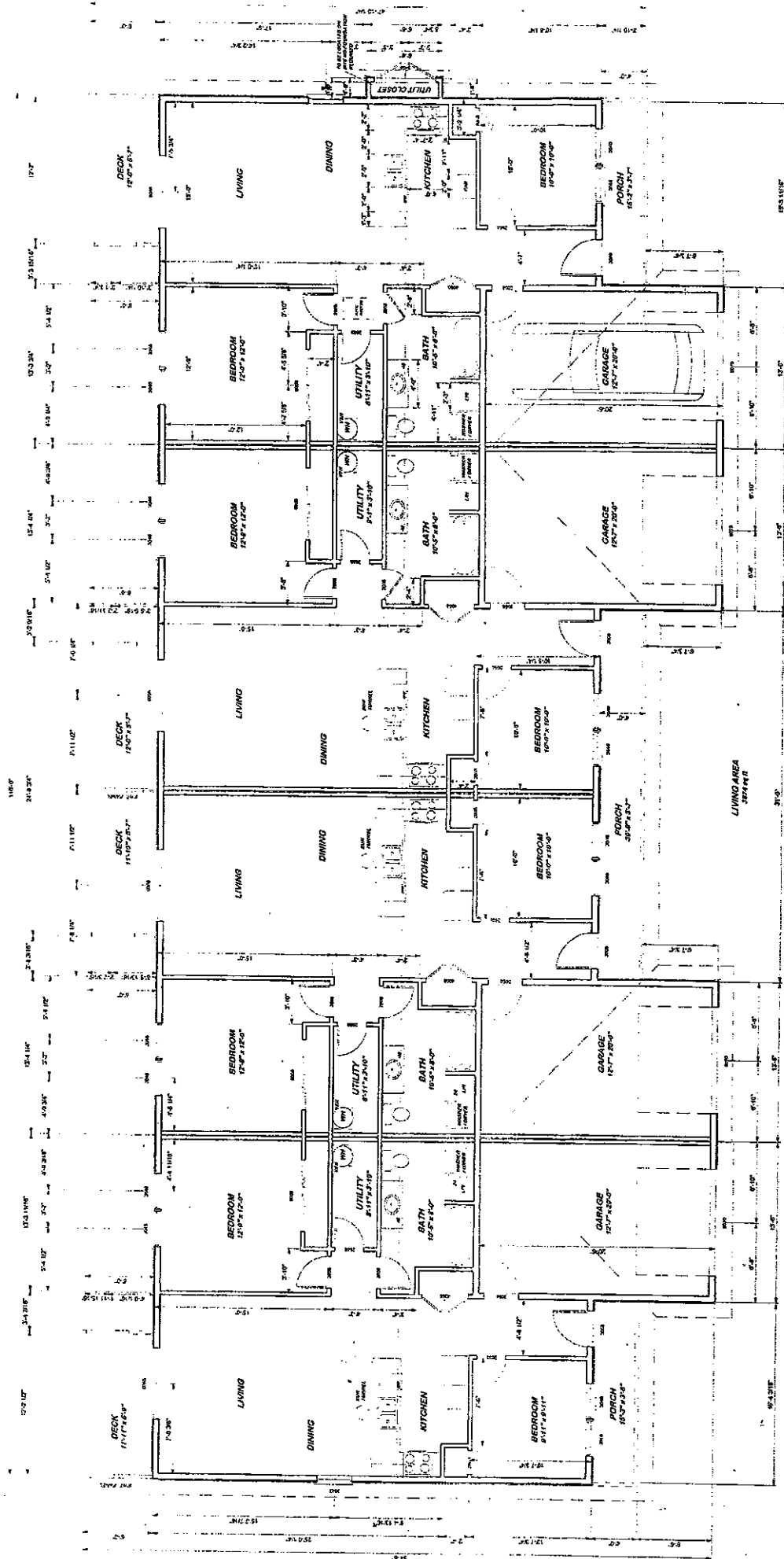
Signature of Applicant:

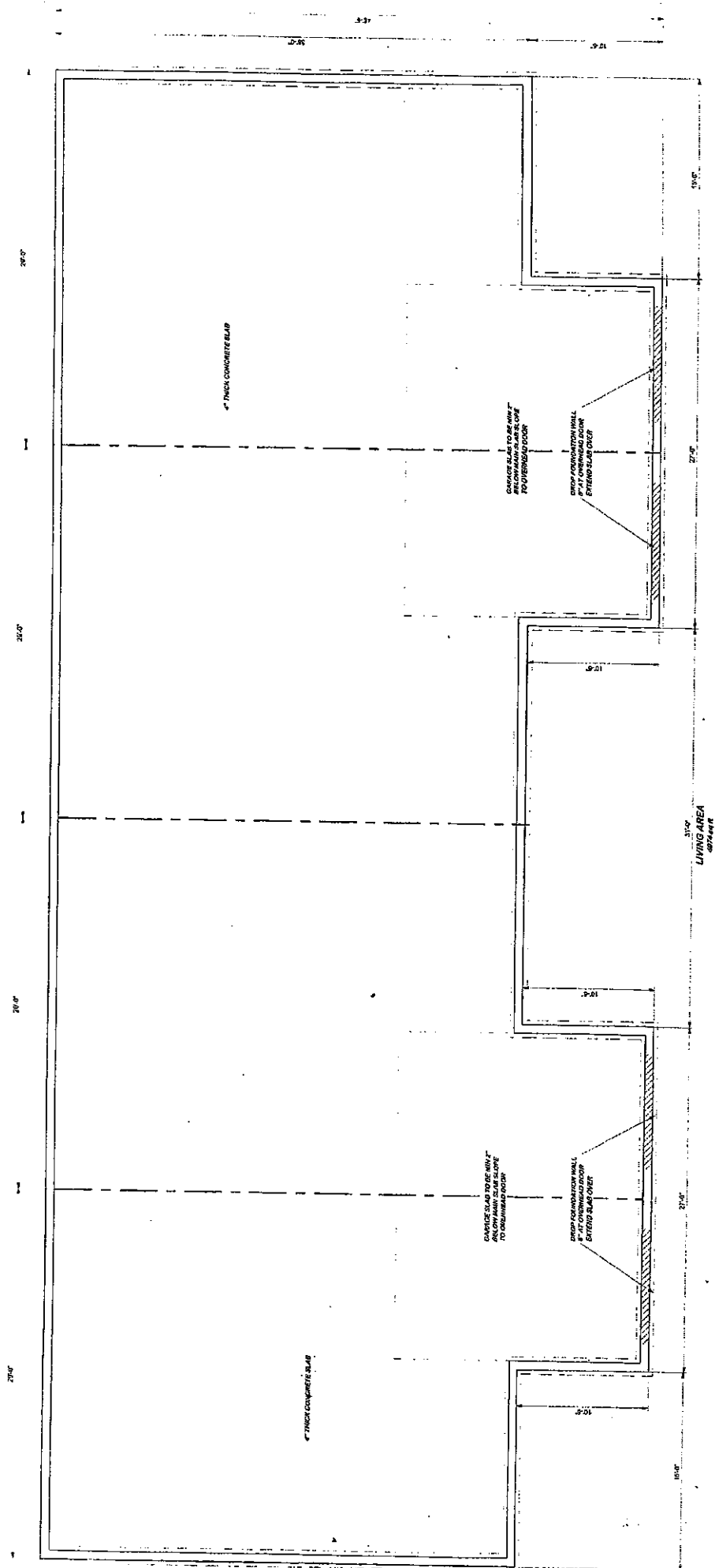
[Signature]

Date:

Aug 9/17







**THIS DEVELOPMENT AGREEMENT** made at Town of Kensington, Prince Edward Island,  
this 27<sup>th</sup> day of June, A.D., 2012.

**BETWEEN:**

**The Town of Kensington**  
(hereinafter called the "Town")

**OF THE ONE PART**

- and -

**HLM Enterprises Inc.**  
(hereinafter called the "Developer")

**OF THE SECOND PART**

**WHEREAS** the Developer has agreed to enter into this Agreement with the Town pursuant to Section 64(i) of the *Municipalities Act*, R.S.P.E.I. 1988, M-13 and Section 7.2.2 of the Town of Kensington Official Plan;

**WHEREAS** the Developer is the owner of certain lands in the Town of Kensington, said lands (hereinafter called the "subject property"), known currently as Lot 1A, portion of PID No. 880880 on Survey Plan No. 121-16948-S01, drawn by Genivar, more particularly described in Schedule A of this agreement;

**WHEREAS** the Developer has made application to the Town for a Municipal Development Permit for the purpose of constructing 16 seniors units (2 – 6 units, 1 – 4 unit) (hereinafter called the "Development") which development is more particularly described in Schedule B of this agreement;

**AND WHEREAS** Section 4.7 of the Town's Zoning and Subdivision Control Bylaw enables the Town to enter into an agreement for the development;

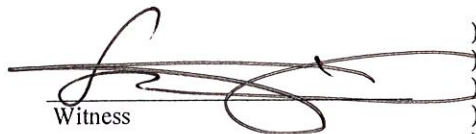
**NOW THIS AGREEMENT WITNESSETH** that in consideration of the sum of \$10.00 now paid by the Developer to the Town, the receipt of which is hereby acknowledged, the parties hereto mutually covenant and agree to the development subject to the following terms and conditions.

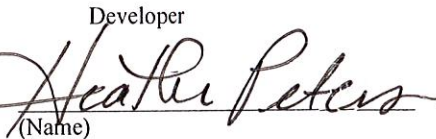
1. The Town has an Official Plan and a Zoning and Subdivision Control Bylaw and the Development shall be undertaken in compliance therewith. All facets of the Development shall be completed in accordance with all Municipal, Provincial and Federal Laws and Regulations.
2. Should any deviation from Development Permit # 15-12 be necessary in the opinion of the Developer, notice shall be given by the Developer to the Town, and no changes shall be made without prior authorization of the Town.
3. No Development shall be undertaken on the subject property until such time that the subject property has been re-zoned from Public Service and Institutional (PSI) to Multi-Family Residential (R3).
4. All buildings and lands developed and contained within the subject property shall be maintained and kept in a tidy and safe condition.
5. The Development shall include the provision of both water supply and sanitary sewer services by direct connection to the Town's central systems.



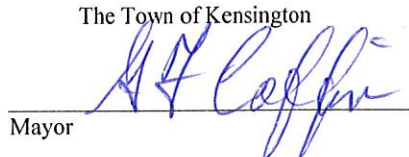
6. All costs associated with connecting to the Town's central water and sewer systems shall be the full responsibility of the Developer, including any costs typically incurred by the Town.
7. All surface water originating from the subject property shall be drained to the existing ditch system along Sunset Drive. If, for any reason whatsoever, water is required to be drained onto adjacent lands, the Developer shall obtain a formal legal easement.
8. The Developer and their successor(s) shall be responsible for any and all drainage, servicing and access maintenance costs including any future maintenance issues on the subject property. The Town of Kensington shall not be responsible for any future maintenance costs.
9. The Developer shall be responsible for all regulatory submittals to appropriate regulatory agencies.
10. The Developer shall advise the Kensington Water and Pollution Control Corporation and shall ensure Corporation staff are present during any connection being made to the central water or sewer systems.

**SIGNED, SEALED AND DELIVERED**  
**In the Presence of:**

  
Witness

Developer  
  
(Name)

  
Witness

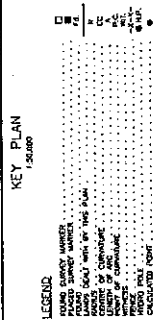
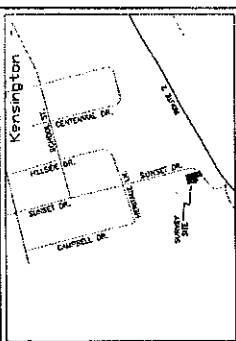
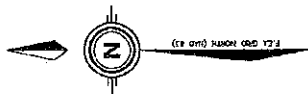
The Town of Kensington  
  
Mayor

  
Witness

  
Chief Administrative Officer

## **Schedule A**

Point	Easting	Northing
10974	349232.774	200550.816
10975	349770.017	200550.816
10976	350307.259	200550.816
10977	350844.501	200550.816
10978	351381.744	200550.816
10979	351918.986	200550.816
10980	352456.228	200550.816
10981	352993.470	200550.816
10982	353530.712	200550.816
10983	354067.954	200550.816
10984	354605.196	200550.816
10985	355142.438	200550.816
10986	355679.680	200550.816
10987	356216.922	200550.816
10988	356754.164	200550.816
10989	357291.406	200550.816
10990	357828.648	200550.816
10991	358365.890	200550.816
10992	358903.132	200550.816
10993	359440.374	200550.816
10994	359977.616	200550.816
10995	360514.858	200550.816
10996	361052.100	200550.816
10997	361589.342	200550.816
10998	362126.584	200550.816
10999	362663.826	200550.816
11000	363201.068	200550.816



**NOTES**

1. THE FIELD WORK FOR THIS SURVEY WAS COMPLETED DURING APRIL, 2012.
2. POLIO MEASUREMENTS HAVE BEEN ADJUSTED BY THE COMPASS BEAR AND SCALE FACTOR HAS NOT BEEN APPLIED.
3. ASSUMPTIONS ARE GIVEN.
4. MEASUREMENTS AND CALCULATIONS WERE BASED ON THE NO DOUBLE DISTANCE AND COORDINATES GIVEN WITH INNOVATION REFERENCE SYSTEM.
5. ALL DIMENSIONS ARE GIVEN IN METERS, UNLESS NOTED.
6. APPROXIMATE LAND OWNER INFORMATION HAS BEEN OBTAINED IN NAME OF "MURUGAN" AS MENTIONED IN THE RECORDS OF LAND OFFICE AND PLANS AS ATTACHED ON PAGE 18, 2012.

**GENIVAR**  
131, IMPERIA VAL, SHERBROOKE  
QUÉBEC, CANADA J1L 1C6  
TEL: (514) 336-1000

PLAN OF SURVEY SHOWING  
LOTS 1A, 1B & 1C,  
BEING A SUBDIVISION OF LANDS OF  
MAC PROPERTIES INC.

SCALE = 1 : 500

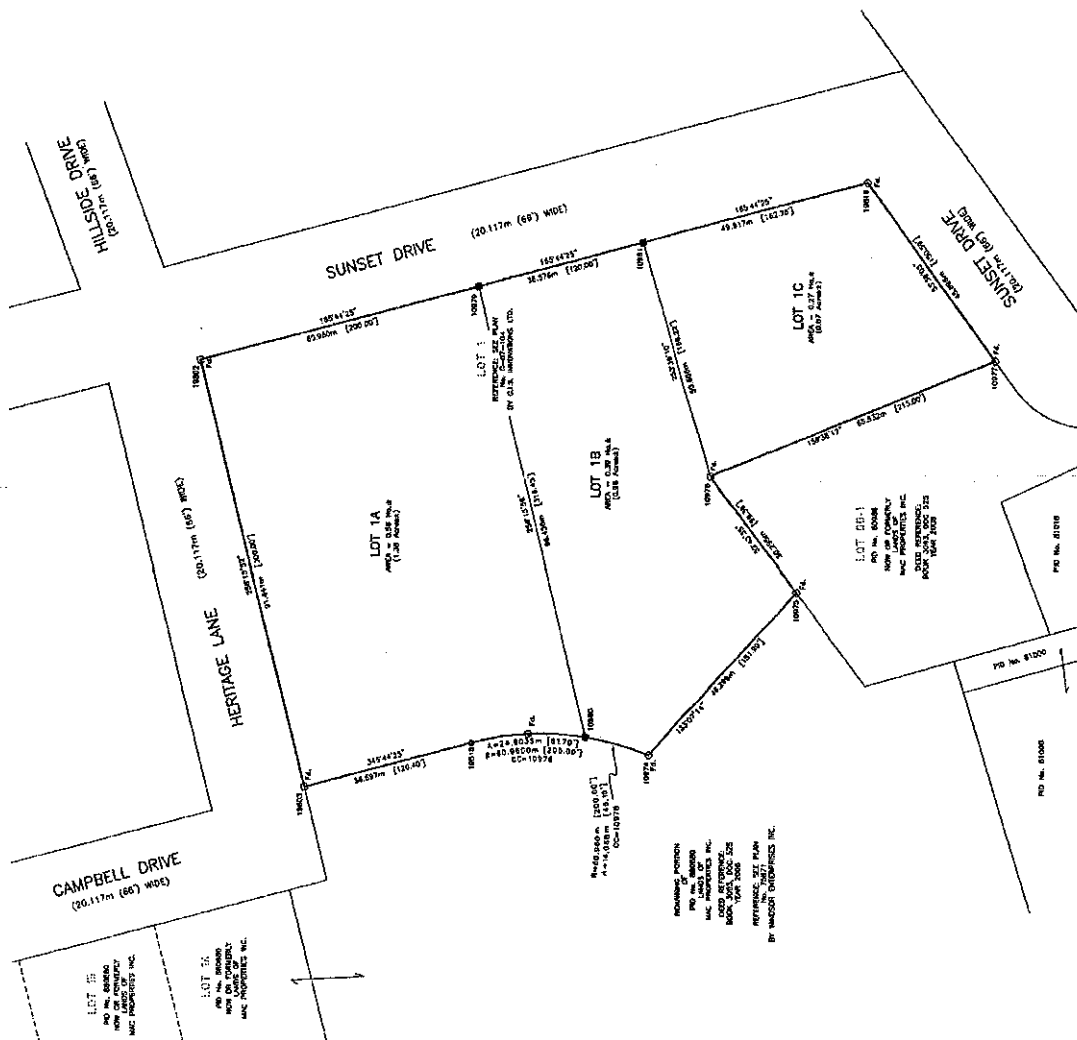
DRAWING No. 121-18948-S01  
 DRAWN BY: N.GALLANT, C.E.T.  
 PRINCE COUNTY  
 KENSINGTON  
 LOT 19  
 P.E.I.  
 ORTHO No. 11L 05 461/12  
 P.I.D. No. 8863860

JAMES A. CLUNE, PRINCE EDWARD ISLAND LAND SURVEYOR, DO NOT  
CERTIFY THAT THIS SURVEY WAS EXECUTED UNDER MY DIRECTION  
AND SUPERVISION, AND THAT THIS PLAN IS A TRUE AND CORRECT  
REPRESENTATION OF SAID SURVEY.

James A. Cowie  
MAY 2, 2012  
DATE

Approved by Kensington Town Council to subdivide lot 1, being lands owned by SAC Properties Inc., in the Marchand Rezoning Subdivision into three separate parcels (lots 1A, 1B and 1C) as per Plan No. 221-16349-501, drawn by Gohar.

approved by Xiangshen Town Council to approve an amendment to the Zoning and Subdivision (Zoning) Ordinance to re-zone Lot 2A and Lot 2B, as indicated on map No. 121-16594-2001 drawn by Genivex, being a portion of PID No. B01082, from Public Service and Institutional (P31) multi-family residential (R21).



HOLDING PORTION  
 OF  
 PRO INC. 880280  
 14403 OF  
 MAC PROPERTIES INC.  
 GOOD REFERENCE.  
 BOOK 3013, DOC 525  
 YEAR 2006  
 REFERENCE SEE PLAN  
 No. 78171  
 BY MAGNOR ENTERPRISES INC.

## **Schedule B**



## Town of Kensington - Request for Decision

<b>Date:</b> August 11, 2017	<b>Request for Decision No:</b> 2017-48
<b>Topic:</b> Administration Office Computer Replacement	
<b>Proposal Summary/Background:</b> <p>The computers in the administration offices (Geoff/Kim/Wendy) are over six years old and are in dire need of replacement. All three computers are showing their age, are very slow and are all shutting down randomly. Currently all staff in the Administration department are using laptop computers which allows work to be completed at home when required, can be transported to meetings as required and are utilized at all Council meetings (report documentation, financial reference, minute taking, etc.).</p> <p>Quotes were requested from Combat Computers to replace the computers and a number of options were provided. At this point in time, it is not know which computers will be utilized for replacement however the quotes provided are in the range of \$2,000.00 per computer plus software costs (Microsoft Office - \$259.99 per computer).</p> <p>It is requested that Town Council authorize the CAO to move forward with the replacement of the computers at an estimated cost of \$2,000.00 per computer plus the software cost.</p>	
<b>Benefits:</b> <ul style="list-style-type: none"><li>• Will allow administration staff to continue work effectively.</li><li>• Will cut down on lost time due to random shutdowns, etc.</li><li>• Will provide administration staff with the ability to work efficiently and will provide up-to-date software.</li></ul>	
<b>Disadvantages:</b> <ul style="list-style-type: none"><li>• N/A</li></ul>	
<b>Discussion/Comments:</b> <p>It is recommended that Town Council authorize the CAO to move forward with the replacement of the administration office computers. They are now over six years old and are causing considerable issues as they are extremely slow and are randomly shutting down. It is noted that the CAO's computer shut down at least six times on the afternoon of August 10<sup>th</sup>.</p>	
<b>Options:</b> <ol style="list-style-type: none"><li>1. Approve the CAO to move forward with the computer replacement as recommended</li><li>2. Not approve the computer replacement.</li></ol>	
<b>Costs/Required Resources:</b> <p>Estimated at \$7,000.00 plus HST</p>	<b>Source of Funding:</b> <p>Town Hall Capital</p>

**Recommendation:**

That Town Council consider and adopt the following resolution:

***BE IT RESOLVED THAT Town Council authorize the CAO to move forward with the replacement of three administration office computers at a cost not to exceed \$7,000.00.***

# PCH FOUNDATION

*Getting better together*

July 10th, 2017

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

Dear Mayor Caseley,

I am writing today to let you know that your generosity is making a great difference here at the Prince County Hospital. People from all over this province benefit every day from your pledged donations. Thousands of patients are cared for at this hospital each year and with your help we can ensure that PCH continues to be outfitted with state of the art medical equipment. Thanks to your generosity and many donors like you, we were able to purchase every piece of vital medical equipment needed last year to the tune of \$887,800.

After your gift is made, the medical equipment is purchased and put in place for use by the highly trained medical team at PCH. Every day your gifts are helping patients by ensuring the medical equipment they need at that critical time is readily available and in some cases is saving lives. THAT is when your gift truly begins to make a difference.

We are starting to face the significant challenge of replacing aging medical equipment. Major items that were purchased during the transition to the "new" Prince County Hospital in 2004 have reached the end of their lifecycle and need replacement. One such area that is experiencing this trend is our Surgical Services Unit including the Operating Rooms (O.R.). Your gift this year will support a complete refitting of the O.R. featured prominently in our campaign. While the O.R. is a priority, most every unit at PCH is represented on this year's \$2.5 million Vital Signs Equipment Appeal. From Ambulatory Care to the Maternal Child Care Unit, each area has a need - great or small and each is vital to quality patient care.

On behalf of the PCH Foundation Board of Directors and Staff, I thank you for your pledged support in 2017. If at any time you have questions regarding your gift or PCH Foundation activities, please do not hesitate to contact me by email at [hematheson@ihis.org](mailto:hematheson@ihis.org) or by telephone at (902) 432-2834.

Respectfully yours,



Heather Matheson  
Managing Director



July 4 2017

His Worship Rowan Caseley  
Mayor Of Kensington  
PO Box 418  
Kensington, Prince Edward Island COB 1M0

Dear Mr. Mayor,

***Re: Recycle My Cell in Prince Edward Island***

Recycle My Cell (RMC) is Canada's national recycling program for mobile devices and serves as the cell phone recycling stewardship program in Prince Edward Island. Since 2009 RMC has been a free, convenient and easy way to recycle old and unwanted devices within the province. The program is organized by the Canadian Wireless Telecommunications Association (CWTA) and partners with wireless carriers, handset manufacturers and processors, as well as other interested parties such as cities, towns and local waste management organizations.

RMC's goal is to minimize the number of cell phones entering Canada's landfills. One of the keys to our success is ensuring that the program offers convenience to your residents as well as to you as a policy maker. There are two simple ways that you can help contribute to the continued success and growth of RMC in Prince Edward Island

**1. Provide Information to Residents:** RMC currently has 14 drop-off locations within Prince Edward Island, in communities both big and small. Of these, 6 operate in town halls, municipal buildings, local waste management centres and recycling depots. Each location accepts used or unwanted wireless devices regardless of make, model or condition. By entering their postal code at [RecycleMyCell.ca](http://RecycleMyCell.ca), residents are able to find the drop-off locations closest to them. In the event that residents are unable to visit one of our drop-off locations, they also have the option to print a pre-paid mailing label and mail their device through Canada Post.

Our Web site also includes information about deleting personal information from wireless devices, provides answers to frequently asked questions, and highlights the various programs operated by our partners. A designated email address ([info@recyclemycell.ca](mailto:info@recyclemycell.ca)) and a toll-free number (1-888-797-1740) exist to field questions from consumers and government.

We would be happy to provide relevant information and RMC logos should you wish to include it on your Web site or in communications with your residents. We also have brochures that outline the program which can be provided at your request.

**2. Host a Drop-off Location in Your Municipality:** RMC encourages your participation in the program as a means to provide improved access and convenience to cell phone recycling in your community. Drop-off locations can be hosted virtually anywhere. Becoming a drop-off location is quick and easy via our

July 18, 2017

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



Mayor Caseley,

On behalf of Confederation Capital, I want to extend an invitation to partner on strategic initiatives that will provide supports to enhance your community.

I have authored dozens of research projects, focused my Executive MBA research and often write about the challenges and opportunities our Island faces in the Guardian. "One" under explored possible solutions to our human, financial, experiential capital deficiencies will be remedied through the PEI government's new immigration strategy as implemented by Authorized Immigration Agents.

Confederation Capital has been providing immigration services to Prince Edward Island communities for over thirteen years. Over this time we have assisted your greater community with investment in more than 30 businesses, and supported another 30 businesses in your region with recruitment.

In fact, Confederation Capital have supported 2,500 newcomers to Prince Edward Island and attracted over \$600 million in direct investment. We have assisted clients from 72 nationalities and have 1400 agents in 45 countries worldwide. We have raised investment for over 200 companies and assisted dozens upon dozens of newcomer start-up businesses.

Beyond the measurable financial impact to the fabric of communities, and our ICCRC certified immigration support across a number of different immigration programs, Confederation Capital and related companies also source local and foreign employees through Island Recruiting, support business succession, transaction and investment through Grafton Group and aid communities to become energy independent through Energy 365.

I believe your community could be achieving greater benefit through these programs. At this time, I am seeking your Town's support in our application to the PEI government and their Request For Proposal for Island Agents. Considering our quiet contributions to your community I am seeking a more active and engaged relationship with the Town of Kensington. A letter of support from the community council will aid in our continuing commitment to Prince Edward Island and Immigration.

For the purposes of this RFP I require a letter of support not later than August 15th, and I welcome the opportunity to meet with Council at your earliest convenience to understand your unique needs and how our various immigration or related services can support the community in their goals and ambitions.

I am asking your support to engage Confederation Capital to work with council to determine what immigration or related assistance the community requires, and I give you my personal commitment to support your grounded ambitions as a community.

Sincerely,

A handwritten signature in black ink, appearing to read 'Blake Doyle', is written over a circular stamp or seal.

Blake Doyle

240 Water Street  
Suite 103  
Summerside, PE  
C1N 1B6  
Phone: 902-367-3799  
Fax: 902-367-3798



Corr

## PRINCE EDWARD ISLAND

### ROAD BUILDERS AND HEAVY CONSTRUCTION ASSOCIATION

P. O. Box 1901 Charlottetown, PEI C1A 7N5

Telephone (902) 894-9514 Fax (902) 894-9512

E-Mail: [info@peirb.ca](mailto:info@peirb.ca) Web Site: <http://www.peirb.ca>

July 19, 2017

Town of Kensington  
c/o Geoff Baker  
PO Box 418, 55 Victoria Street  
Kensington PE C0B 1M0

Dear Mr. Baker,

The PEI Road Builders and Heavy Construction Association's Plans, Surveys, Drawings, and Standards Committee are addressing the problems contractors are experiencing over the past few years with inadequate drawings on Tenders.

Industry is requesting to have a set standard for quality of drawings. When there are errors in the plans and/or insufficient information contractors are being asked to make changes with no compensation. There needs to be a change as these problems are costing the contractors, as well as, the municipalities.

Below is a list of items the contractors request to have at a minimum on every set of drawings before going to tender.

- Importance of Proper As-Built Information from the Municipalities
- Proper survey & CAD files in coordinated format
- Cash Allowance to deal with underground utilities for Bell, Maritime Electric and East Link
- Survey to include the following: Complete topo, Sidewalks, Utility Poles, Curb, asphalt, gravel surfaces
- All existing manholes, catch basins, storm sewer, watermain & valves in the construction area.
- Geotechnical firm to have authority to allow for proper bedding material for pipe work
- Tender bid item to deal with asphalt cave ins, during pipe work placement.
- Engineered drawings are to meet provincial and municipal codes. If not, contractor is compensated to bring the items to code.
- Limitations on when questions can be asked before tender closes.
- There is a cost to unloading risk to contractors. Example: Contractors are required to contact all property owners to determine the location of subsurface drains (roof drains, sump pump drains, etc) all connections to new main are incidental. How do we price this, why is there not a unit for this?

- When applicable, more investigation by consultants during design phase could result in faster submission of shop drawings and improved schedules for owners. Owners have to be willing to pay the consultants for this investigation
- Specifications indicating that costs for certain work is to be included under a specific pay item that does not exist.
- The units that the contractors have available to them to price are scope specific. Work on plans that do not end up having units are missed by contractors, yet contractors are being told if it is on the drawing then it is incidental. Why is it a unit price contract and not lump sum?
- Adjusting existing curb stops, valve boxes, hydrants, catchbasins and manholes are incidental yet no existing vs new grades are given. How do contractors know what will need adjusted. More information or a unit is required

If you require further information or should have any questions, please do not hesitate to contact me at [office@duffyconstructionltd.ca](mailto:office@duffyconstructionltd.ca).

Regards,

*for*   
 Robert Duffy, Chairman  
 Plans, Surveys, Drawings & Standards Committee  
 PEI Road Builders & Heavy Construction Association

cc: All Municipalities

Doug Coles, President ACEC



**Kensington Moose Plumbing & Heating Vipers**  
**1113 Newton Road**  
**Kinkora PE**  
**C0B 1N0**



---

Mayor and council,

The Kensington Moose Plumbing and Heating Vipers are seeking your help. The Vipers are entering their 18<sup>th</sup> season at Community Gardens in Kensington where the team has had a great deal of on ice success.

The Vipers play in the 4 team IJHL that sees teams in communities such as Wellington, Sherwood, and Montague and last year joined the NBJHL where we played an interlocking schedule that brought and will continue to bring NB teams to our community. It provides 20+ teenage hockey players (mostly local) the opportunity to keep playing hockey past there minor hockey days.

The Vipers have had a great deal of success in the last 14 years winning 11 IJHL championships as well as 2 Don Johnson Memorial Cup championships. The Kensington Vipers name is not only synonymous on PEI but throughout the Maritimes as well. The Vipers are arguably the most successful hockey team in all the Maritimes in the past 50 years.

To operate a successful program like the Vipers have, it takes a great deal of support from not only the fans but the corporate community as well and this is where we hope the Town of Kensington can help us again.

The Vipers are seeking a sponsorship in the form of a player sponsor. On page 2 you will see what the costs associated with these are and the benefits that come along with them.

I'd like to thank you for taking the time to review this proposal and hope that we can form a partnership for the future. If you have any questions please do not hesitate to call me at 9024398654 or send me an email to [pat.mciver@pei.sympatico.ca](mailto:pat.mciver@pei.sympatico.ca).

Regards

Pat McIver  
Kensington Vipers

Player Sponsor

2 for \$750

Benefits

Name on 2 home and 2 away sweater

4 regular season passes

Name on game day programs

Please make checks payable to

Kensington Vipers

1113 Newton Road

Kinkora PEI

C0B1N0