



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

Monday, December 11, 2017 @ 7:00 PM

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Kensington, PEI
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***Please ensure all cell phones and other electronic devices are turned
off or placed on non-audible mode during the meeting.***

**Town of Kensington
Regular Meeting of Town Council
December 11, 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**
- 5. Adoption of Previous Meeting Minutes**
 - 5.1 November 15, 2017 Regular Meeting
- 6. Business Arising from Minutes**
 - 6.1 November 15, 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 - RFD2017-58 – Fire Department False Alarm Calls
 - 8.1.2 - RFD2017-59 – Meals on Wheels Donation Request
 - 8.1.3 - RFD2017-60 – Kensington – Bedford Hockey Exchange Donation Request
 - 8.1.4 - RFD2017-61 – Kensington Intermediate Senior High School – Fitplex Usage
 - 8.1.5 - RFD2017-62 – Community Garden Initiative – Use of Town Property
 - 8.1.6 - RFD2017-63 – Royal Canadian Legion – Re-Zoning Application
 - 8.2 Other Matters
 - 8.2.1 - Blacksmith Shop Proposal – Information and Discussion
- 9. Correspondence**
- 10. Committee of the Whole (In-Camera) – One Item of a Human Resources Nature**
- 11. Adjournment**

Town of Kensington
Minutes of Regular Council Meeting
Wednesday, November 15, 2017
7:00 PM

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

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

Visitors: Stuart Brookins – Business Owner/Resident
Colin MacLean – Journal Pioneer

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 MacLean, seconded by Councillor Mill to approve the tentative agenda for the October 2017 regular meeting of Town Council with the addition of item 8.1.5 – RFD HMCS Queen Charlotte Battle of Atlantic Parade and Commemorative Ceremony. Unanimously carried.*

3. Declaration of Conflict of Interest

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

4. Delegations / Presentations

4.1 *Nil*

5. Approval of Minutes of Previous Meeting

5.1 *Moved by Councillor Doucette, seconded by Councillor MacLean to approve the minutes from the October 10, 2017 regular meeting of Town Council. Unanimously carried.*

6. Business Arising from Minutes

6.1 *Nil*

7. Reports

7.1 CAO's Report

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

7.1.2 Councillor Spencer inquired if the Kensington Lions Club responded to the Town's letter regarding the crossing guard volunteers. Mayor Caseley confirmed that a letter had been sent, however they are unable to take on the initiative at the club level, but will notify members who may be interested in volunteering on their own. Mr. Baker will send information to local Church bulletins to determine if there is any interest in volunteering.

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Spencer, seconded by Councillor Mill to approve the September 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 Spencer, seconded by Councillor Doucette to approve the September 2017 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.4 Development Permit Summary Report

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

7.5 Bills List

7.5.1 *Moved by Deputy Mayor Mann, seconded by Councillor MacLean to approve the September 2017 Bills in the amount of \$188,324.94. Unanimously carried.*

7.6 Summary Income Statement

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

7.7 Community Gardens Complex Report

7.7.1 *Moved by Councillor Spencer, seconded by Councillor Doucette to approve the Community Gardens Complex report for the month of September 2017.*

Unanimously carried.

7.8 Mayor's Report

7.8.1 *Moved by Deputy Mayor Mann, seconded by Councillor Pickering to approve the Mayors report for the month of November 2017 as presented by Mayor Caseley. Unanimously carried.*

7.8.2 Mayor Caseley added that he attended the CCTP Fall Meeting & Panel on November 15, 2017.

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

7.9.1 Deputy Mayor Mann provided updates on the Federation of PEI Municipalities Annual Meeting with Minister Mitchell. The FPEIM Semi Annual Meeting will be hosted by the Town of Montague on Saturday, November 4, 2017.

7.9.2 The Kensington and Area Chamber of Commerce are currently reviewing their bylaws for any required updates. They are pleased that their membership base continues to grow and welcome everyone to attend their December Christmas Mixer hosted by Broadway 45 on December 13, 2017 from 5:00-7:00 PM.

8. New Business

8.1 Request for Decisions

8.1.1 Pamela James Variance Request

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

WHEREAS an application has been received from the owner of Lot #1 (4 Brookins Drive) in the Brookins Meadows Subdivision for three variances on the side yard requirements for the property;

AND WHEREAS the prospective purchasers of the lot are intent on constructing a semi-detached unit on the property;

AND WHEREAS the variances have been reviewed against the Development Control Bylaw and the Official Plan and are deemed to be in general compliance therewith;

AND WHEREAS neighbouring property owners have been consulted and are in general support of the variances;

BE IT RESOLVED THAT Town Council approve a variance application from Pamela James, being the owner of Lot #1 in the Brookins Subdivision (4 Brookins Drive), to reduce the side yard

requirement from 10 feet to 7.39 feet (2.61 feet at north west corner of proposed structure) on the north side of the lot, to reduce the side yard requirement from 10 feet to 9 feet (1 foot at south east corner of proposed structure) on the south side of the lot and from 10 feet to 9.08 feet (0.92 feet at south west corner of proposed structure) on the south side of the lot.

Unanimously carried.

8.1.2 Annual Christmas Bonus

8.1.2.1 *Moved by Councillor Spencer, seconded by Councillor Pickering THAT Town Council authorize the CAO to administer Christmas bonuses to all exempt staff in the amount of \$200.00 net to each employee. Unanimously carried.*

8.1.3 Kensington Storm Drainage Project - Cancellation

8.1.3.1 *Moved by Councillor Mill, seconded by Councillor MacLean BE IT RESOLVED that Kensington Town Council formally cancel the Building Canada Fund Project Number 2015-SCF-008 – Kensington Storm Drainage System due to the fact that the Town is transferring ownership of all town owned Streets to the Province of Prince Edward Island and storm water management will now fall under Provincial responsibility. Unanimously carried.*

8.1.3.2 *Moved by Councillor Doucette, seconded by Councillor Spencer BE IT RESOLVED that Kensington Town Council dispose of the Kensington Storm Drainage Engineering Design to the Province of Prince Edward Island for the amount of \$40,804.88. Unanimously carried.*

8.1.4 Stewart Brookins Development Permit Application

8.1.4.1 *Moved by Councillor Pickering, seconded by Councillor Doucette THAT Kensington Town Council approve a development permit application for Stewart Brookins for the construction of a workshop/storage building at 24 Park Road, as per the Development Permit Application submitted by Stewart Brookins on October 24, 2017. Unanimously carried.*

8.1.5 Request to Host the HMCS Queen Charlotte Battle of Atlantic Parade and Commemorative Ceremony - 2018

8.1.5.1 *Moved by Councillor Doucette, seconded by Councillor Pickering THAT Kensington Town Council approve the Town of Kensington as the host community for the 2018 Royal Canadian Navy Battle of Atlantic Parade and Commemorative Ceremony to*

be held on May 6, 2018 in the Town of Kensington. Unanimously carried.

8.2 Other Matters

- 8.2.1** The Annual Christmas Parade will be held on Sunday, December 3 at 5:00 pm. All Council are encouraged to participate and the Town float will be collecting non-perishable food items for the Kensington Lion's Club Food Bank.
- 8.2.2** The Annual Town Council and Staff Christmas Party will be held at Broadway 45 on Monday, December 4 at 6:00 pm.
- 8.2.3** Councillor Spencer inquired about the Kensington Intermediate Senior High School Health and Wellness Committee's request to use the Fitplex facilities to introduce students to a gym and promote an active and healthy lifestyle. Mayor Caseley requested that more information be provided and staff to discuss with CGC Manager Robert Wood. More details will be brought forward to the November Committee of Council Meeting.
- 8.2.4** Councillor MacLean commented that he was very pleased with this year's Remembrance Day Ceremony and the large number of people that attended.
- 8.2.5** Mayor Caseley expressed his appreciation and thanks to the Kensington Lions Club for their wheelchair ramp initiative at the Kensington Community Gardens Complex.

9. Correspondence

- 9.1** A letter from the Salvation Army requesting a financial donation. *No action*
- 9.2** A memo from FPEIM with a Call for a Host Municipality for their 2018 FPEIM Annual Meeting.

Moved by Councillor Pickering, seconded by Councillor MacLean to request the Town of Kensington be the host municipality for the 2018 FPEIM Annual Meeting on Monday, April 30, 2018. Unanimously carried.

- 9.3** A letter from the Department of Communities, Land and Environment regarding the reduction to the Town's servicing grant and equalization payment to reflect the street maintenance transfer to the Province effective November 1, 2017.
- 9.4** A letter from the Road Builders and Heavy Construction Association with updates from the Committee.
- 9.5** A letter from the IWK requesting a financial donation.

Moved by Councillor Spencer, seconded by Councillor Doucette to donate \$200.00 to the IWK Foundation. Unanimously carried.

- 9.6** A request from the PCH Foundation requesting a financial donation for their Lights for Life Campaign. *No action*
- 9.7** An email from CCTP with information regarding their fall meeting in Victoria, on November 15, 2017.
- 9.8** An email from the Kensington Pickleball group requesting the Town to purchase and donate a new pickleball net. The group has had an increase in players and are now using both school to accommodate everyone.

Moved by Councillor Spencer, seconded by Councillor Pickering to purchase a pickleball net for the local pickleball group. Unanimously carried.

- 9.9** November KISH Newsletter

Colin MacLean and Stuart Brookins excused themselves from the Council Chamber at 7:55pm.

10. In-Camera

- 10.1** *Moved by Councillor Pickering, seconded by Councillor Doucette to commence into a Committee of the Whole meeting at 7:55 PM. Unanimously carried.*
- 10.2** *Move by Councillor Spencer, seconded by Councillor Pickering to come out of the Committee of the Whole meeting at 8:18 PM. Unanimously carried.*

11. Adjournment

Moved by Councillor Spencer, seconded by Councillor Doucette to adjourn the meeting at 8:19 PM. Unanimously carried.

Wendy MacKinnon,
Deputy Administrator

Rowan Caseley,
Mayor

Town of Kensington
Town Council
Updated Project/Task List

Item #	Project/Task	Status
1	Unightly Property - 21 Barrett Street	Waugh's Construction have been contracted to complete the required demolition. They will commence work on the property once the ground freezes enough to allow heavy equipment to access the property.
2	Emergency Measures Organization	NO UPDATE A meeting of the Emergency Measures Committee will be called by the coordinator in January of 2018.
3	Exempt Staffing Policy	NO UPDATE - A draft policy has been provided to the CAO. CAO to finalize prior to presentation to Council.
4	5 Year Capital Plan	Departmental managers have provided draft plans and Geoff to finalize prior to consideration by Town Council. Capital Plans will be provided as part of the 2018 Budget deliberations.
5	Relocation of "Welcome to Kensington" Sign - Charlottetown Road	This will be completed in the Spring of 2018.
6	Fire Hydrant Adoption Recognition Policy	NO UPDATE
7	Financial Policy Development	NO UPDATE
8	Wellfield Protection Plan	NO UPDATE
9	Annual Sewer Maintenance Program	The 2017 Annual Sewer Preventative Maintenance Program has been completed. Sewer lines were cleaned and videoed.
10	Crossing Guard Volunteers	Information has been provided to be included in Church bulletins.
11	Fire Department Policy Development	Additional Policies have been provided and are currently under review by the Mayor, CAO and representatives of the fire department. The Mayor has provided comments on the policies. No other comments have been received at this point in time. The remainder of the SOG's should be completed shortly. The draft outline for the Master Plan should also be provided shortly.
12	Provincial Policing Review	A meeting is scheduled for December 14, 2017 at 3:00 PM.
13	Annual Wind Turbine Maintenance	The annual wind turbine maintenance was finalized on Friday, December 8, 2017 by Andy Dibling and Holland College students.
14	Street Transfer to Province of PEI	NO UPDATE The Province officially took over street maintenance responsibilities as of November 1, 2017. Formal transfer of ownership is ongoing. Staff are currently gathering street related information to provide to the Province.
15	Garden Drive No Parking on East Side	Correspondence has been provided to the Provincial Department of Transportation with a request to restrict parking along Garden Drive to the west side only. They have advised that they will continue to evaluate the parking situation over the winter months and will respond to the Town's request as more data is gathered.
16	KNWSA Curb Stop Locations	Work continues on this project. The consultant has completed the required field work however the date needs to be converted to a file type acceptable to the Town's GIS software. This is expected to be completed shortly.
17	Brookins Drive Drainage Issue	It is apparent that the roadway has settled somewhat since the subdivision was first turned over to the Town. The issue has been reported to the Province for follow-up as the Province now owns the Brookins Drive street infrastructure. Brent Mcalduff of the Department of Transportation visited the site and agreed to address the issue as early as possible in 2018.
18	BST Multi Unit Development	It is understood that this project will move forward in 2018. All permitting for the water and sewer connection has been completed by the developer though IRAC and the Provincial Department of Environment.
19	Rail Yards Clock Repair	The Rail Yards clock was repaired on December 8th.
20	Canada Post Sign - Corner of Victoria/Broadway	It is apparent that no effort has been put into addressing the issues with the Canada Post sign at the corner of Broadway and Victoria Street. The posts are rusted and generally the sign looks to be in very poor and unsightly condition.
21	Municipalities Act Implementation	Staff attended an information session on Monday, November 27th. Information will be provided at the January Committee of Council meeting as to the level of work required for the town to comply with the new Act.
22	Collective Bargaining Negotiations	Negotiations continue through a Conciliator. Information will be provided during the December meeting of Town Council to seek direction on moving forward.
23	Public Works Vehicle Replacement	A Request for Decision will be issued prior to the the Christmas Holidays to solicit quotations on replacing the current Public Works vehicle.
24	Bicycle Rack Quotes	Staff will solicit quotes to purchase bike racks in time for the 2018 season.
25	Letter to Contractors Re: Development Permits	NO UPDATE A letter is being drafted to local contractors advising on development permit requirements.
26	KISH Use of Fitplex	Information is circulated with December's Town Council meeting.
27	Flag and Proclamation Policy	Staff are working on a Flag Policy and Proclamation Policy. It is hoped that drafts can be provided at the January Committee of Council meeting.

Town of Kensington
Town Council
Updated Project/Task List

Item #	Project/Task	Status
28	Public Works Property Waste Site	Information was presented to the November Committee of Council Meeting. Any decision or direction to staff was deferred to the January meeting of Committee of Council.
29	Harvest Festival Road Race Trophies	Direction was provided to staff during the November Committee of Council meeting to relocate the Harvest Festival Road Race Trophies from the CGC Boardroom to a location more visible throughout the Community Gardens Complex. The CAO will work with CGC Manager Robert Wood to find a more suitable location.
30	Rail Yards Map Stop Sign	The Province has agreed to provide funding to address any structural issues with the large map stop sign on the Rail Yards property. I am waiting on a quote from a local contractor to complete any required repairs.
31	Royal Canadian Legion Re-Zoning Application	Information has been circulated with December's Regular meeting tentative agenda package requesting direction on the application.

[illegible]

[illegible]

[illegible]

Police Report October 2017

KPS received 4 false alarms during the month and here is the following breakdown of what occurred.

October 4 @ 0043hrs – Credit Union offsite

Oct 20 @ 1031hrs – KISH Patrol attended

Oct 22 @ 1950hrs – Credit Union Patrol attended

Oct 27 @ 1247hrs – Provincial Boat and Marine. Alarm Cancelled.

Year To Date Approved Development Permits Summary Report 2017

Development Permit Category	January	February	March	April	May	June	July	August	September	October	November	December		Total	
Addition Commercial					1									1	
Addition Residential additions/alterations					1	1								2	
Addition Residential Deck/Fence/Pools								1						1	
Demolition						1								1	
New Institutional											1			1	
New Modular/Mobile Home		1					1							2	
New Multi-unit Family Dwelling								1						1	
New Other				1										1	
New Residential Accessory Structure	1					1	1	1	1	1				6	
New Residential Deck/Fence/Pools				1	1	1	1			1				5	
New Semi Detached Dwelling					2									2	
Other Modular/Mobile Home					1									1	
Other Residential Deck/Fence/Pools					1									1	
Renovation Commercial						1								1	
Renovation Residential additions/alterations											1			1	
Total:											1			27	

Total Estimated Construction Value
\$1,500.00
\$39,000.00
\$7,000.00
\$4,500.00
\$75,000.00
\$800,000.00
\$300,000.00
\$6,000.00
\$14,350.00
\$52,000.00
\$600,000.00
\$400.00
\$2,500.00
\$60,000.00
\$2,000.00
\$1,964,250.00

Town of Kensington Bills List October 2017

Amalgamated Dairies Limited	4917293019	\$48.87
Amalgamated Dairies Limited	4917300020	\$46.04
Amalgamated Dairies Limited	4917286022	\$36.31
Amalgamated Dairies Limited	4917279023	\$49.22
Amalgamated Dairies Limited	4917280012	\$41.22
ADL Foods	2325063	\$158.31
ADL Foods	2325427	\$467.59
ADL Foods	2326065	\$57.39
ADL Foods	2326990	\$330.64
ADL Foods	2325034	\$309.93
ADL Foods	2323571	\$1,027.37
Aliant	5609797	\$218.01
Aliant	5613161	\$30.48
Allan Sudsbury	DRIVER MED & COFFEE	\$83.68
Alleymar Enterprise Ltd	13129	\$59.43
Andrew Griffin	OCT 2017 RRSP	\$815.04
Belfast Mini Mills Ltd	280529	\$172.50
Bell Mobility	2-375662	\$201.25
Bell Mobility	2-1002148	\$28.75
AL Bell Ltd	2184	\$11.50
Big Boot Shooting Club	174121	\$374.90
Brenda MacIsaac	OCT 2017 RRSP	\$273.00
Brentt Mills	FAMILY VIOLENCE TRAINING	\$23.60
Campbell's Plumbing and Heating	8946	\$654.36
Capital Foodservice	2149365	\$615.50
Capital "T" Electric	437	\$112.23
Capital "T" Electric	441	\$112.23
Centennial Practicar	OCT 31, 2017	\$80.44
Commercial Construction	OCT 4, 2017	\$146.63
Canada Revenue Agency Tax Centre	JULY- SEPT 2017 HST	\$9,139.28
Cumings Fire & Safety Equipment Ltd	89506	\$3,475.30
Canadian Union of Public Employees	OCT 2017 DUES	\$474.76

D.W Mechanical	1622	\$80.50
D.W Mechanical	1621	\$40.25
Doug Killam	WHMIS MILEAGE	\$17.39
Doug Killam	AUG 2017 RRSP	\$635.34
Eastlink	03417552	\$66.07
Eastlink	03362146	\$66.03
Eastlink	03491343	\$599.03
Eastlink	03491666	\$83.89
Eastlink	03492014	\$23.00
Elizabeth Hubley	OCT 2017 RENT	\$805.00
Family & Friends	OCT 31, 2017	\$366.80
Federation of PEI Municipalities	SEMI ANNUAL MEETING	\$431.25
Friends & Flowers	423287	\$399.60
Frito Lay Canada	43757251	\$116.31
Frito Lay Canada	43756876	\$122.74
Frito Lay Canada	43756905	\$68.85
Frito Lay Canada	43756982	\$285.18
Geoff Baker	OCT 2017 MILEAGE	\$330.41
Battlefield Equipment Rentals	5300271 001	\$109.62
Battlefield Equipment Rentals	5298716 001	\$73.07
Battlefield Equipment Rentals	5296602 001	\$109.62
Battlefield Equipment Rentals	5295019 001	\$73.07
Battlefield Equipment Rentals	5293710 001	\$106.87
Holland College	540062	\$158.92
Irving Oil	46550	\$108.25
Irving Oil	426621	\$212.57
Irving Oil	730985	\$499.19
Irving Oil	32098067	\$202.21
Irving Oil	725867	\$140.00
Irving Oil	726142	\$326.62
Irving Oil	36648	\$362.84
Irving Oil	211529	\$92.00
Irving Oil	635897	\$381.39
Irving Oil	754546	\$382.64

Irving Oil	32091597	\$146.23
Irving Oil	1485	\$729.73
Irving Oil	32085504	\$750.82
Irving Oil	32062142	\$163.58
Island Hot Tubs & Pools	17897	\$211.58
Island Hot Tubs & Pools	5476	\$438.01
Island Hot Tubs & Pools	5464	\$552.99
Island Petroleum	9541	\$105.40
Island Petroleum	8796	\$274.22
Island Petroleum	4086	\$241.41
Island Petroleum	2193	\$120.15
Kensington Agricultural Services	98843	\$36.23
Kensington Country Store	02810021415	\$9.53
Kensington Country Store	18856	\$139.59
Kent Building Supplies	1008269	\$9.80
Kent Building Supplies	1007337	\$32.98
Kent Building Supplies	1010973	\$504.65
Kent Building Supplies	1012318	\$40.50
Kent Building Supplies	1012081	\$82.62
Kim Mullett	OCT 2017 MILEAGE	\$62.98
Kim Mullett	FAMILY VIOLENCE TRAINING	\$23.60
Kensington Intermediate Senior High School	2017 LEADERSHIP CONF	\$200.00
Langille Sharpening Service Inc	58666	\$103.50
Lewis Sutherland	OCT 2017 RRSP	\$613.48
Maritime Electric	RADAR SIGNS OCT 17	\$102.78
Maritime Electric	CAR CHARGER OCT 17	\$29.64
Maritime Electric	TRAIN STN OCT 17	\$797.54
Maritime Electric	LIBRARY OCT 17	\$112.37
Maritime Electric	TOWN HALL OCT 17	\$1,359.39
Maritime Electric	SENIOR CENTRE OCT 17	\$43.85
Maritime Electric	CGC SIGN OCT 17	\$130.84
Maritime Electric	CGC RINK OCT 17	\$10,110.24
Maritime Electric	BALLFIELD OCT 17	\$28.26
Maritime Electric	PW SHOP OCT 17	\$161.35

Maritime Electric	20 STEWART ST OCT 17	\$60.66
Maritime Electric	STREET LIGHTS OCT 17	\$3,017.36
Maritime Electric	FIRE HALL NOV 17	\$412.31
Maritime Electric	EVK POOL OCT 17	\$640.17
Maritime Electric	ART CO-OP NOV 17	\$129.95
Mary's Bake Shoppe	32 -OCT 4, 2017	\$16.81
Mary's Bake Shoppe	33 - OCT 5, 2017	\$22.05
Malpeque Bay Credit Union	OCT 2017 RRSP	\$1,551.78
McInnes Cooper	2017027189	\$446.71
McLean's Overhead Garage Doors	410634	\$460.00
Medacom Atlantic Inc	9186	\$251.16
Medacom Atlantic Inc	9293	\$251.16
Mid Isle Electric	6395	\$1,058.46
Mid Isle Electric	6494	\$874.92
Minister of Finance	295706	\$46.00
Minister of Finance	295375	\$25.00
Minister of Finance	295568	\$13,800.00
MJS Marketing & Promotions	2610039	\$51.75
MJS Marketing & Promotions	2610090	\$115.00
MJS Marketing & Promotions	2609011	\$690.00
MJS Marketing & Promotions	2610079	\$207.00
Murphy's Kensington	136659	\$25.97
Orkin Canada	8051714	\$28.75
Orkin Canada	8051602	\$62.10
Owen MacDonald	915732	\$3,592.60
Pepsico	27550661	\$1,155.82
Police Vision CPA/ACP	18017012	\$193.20
Revolution Media	1604-2017	\$73.60
Robert Wood	OCT MILEAGE 2017	\$168.80
Rowan Caseley	OCT MILEAGE	\$68.15
Samuel's Coffee House Inc	555	\$120.75
Saunders Equipment Ltd	69201	\$461.73
Saunders Equipment Ltd	69206	\$81.36
Saunders Equipment Ltd	69109	\$474.63

Mikes Independent	01 0373	\$36.78
Mikes Independent	00636	\$21.49
Mikes Independent	01 4868	\$54.09
Scotia Securities	DOUG K OCT 17 RRSP	\$303.16
Scotiabank Visa	ANNUAL FEE 3 CARDS	\$225.00
Scotiabank Visa	HOME DEPOT	\$82.80
Spring Valley Building Centre Ltd	183654	\$66.86
Standard Auto Glass	8821-400001	\$356.50
Staples	STAPLES OCT 2, 2017	\$126.45
Staples	5501797440	\$335.92
Greater Summerside Chamber of Commerce	156973	\$57.50
Suncor Energy Products Partnership	OCT 2017	\$419.80
Superior Sanitation	626878	\$80.50
Superior Sanitation	626879	\$184.00
Superior Sanitation	626881	\$207.00
Superior Sanitation	626880	\$230.00
Swyrich Corporation	21620	\$1,461.72
T & K Fire Safety Equipment Ltd	232699	\$189.75
Telus	OCT 2017 CELL	\$718.46
Vail's Fabric Services Ltd	291405	\$104.42
Vicki Campbell	POL REVIEW - MILEAGE	\$94.00
Water & Pollution Control Corporation	OCT 2017 W&S	\$238.12
Wet n' Wild Car Wash	POLICE CAR WASH	\$90.00
Yellow Pages Group	17-5069407	\$22.08
Subtotal		<hr/> \$82,364.23
Oct Payroll		\$79,798.18
Total Oct Bills		<hr/> \$162,162.41 <hr/>

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

GENERAL REVENUE	Current Month			Year to Date			Annual Budget	% Full Year
	Actual	Budget	Variance	Actual	YTD Budget	Variance		
General Revenues	\$100,811.33	\$91,037.00	\$9,774.33	\$938,235.76	\$899,787.00	\$38,448.76	\$1,081,858.00	87%
Police Service	\$5,705.55	\$4,000.00	\$1,705.55	\$21,307.65	\$40,000.00	-\$18,692.35	\$48,000.00	44%
Town Hall Rent	\$6,944.86	\$7,830.00	-\$885.14	\$77,621.50	\$78,300.00	-\$678.50	\$93,960.00	83%
Recreation	\$0.00	\$1,000.00	-\$1,000.00	\$2,250.00	\$4,500.00	-\$2,250.00	\$4,500.00	50%
Sales of Service	\$36,926.80	\$34,400.00	\$2,526.80	\$371,177.10	\$302,150.00	\$69,027.10	\$359,950.00	103%
Subtotal Revenue	\$150,388.54	\$138,267.00	\$12,121.54	\$1,410,592.01	\$1,324,737.00	\$85,855.01	\$1,588,268.00	89%
GENERAL EXPENSES								
Town Hall	\$10,454.01	\$11,054.00	-\$599.99	\$117,119.67	\$120,036.00	-\$2,916.33	\$146,118.00	80%
General Town	\$31,382.23	\$32,334.00	-\$951.77	\$429,701.26	\$429,784.00	-\$82.74	\$528,502.00	81%
Police Department	\$43,524.54	\$29,381.00	\$14,143.54	\$368,497.53	\$349,282.00	\$19,215.53	\$431,072.00	85%
Public Works	\$11,014.16	\$11,745.00	-\$730.84	\$219,564.46	\$196,848.00	\$22,716.46	\$237,433.00	92%
Train Station	\$2,008.02	\$2,185.00	-\$176.98	\$22,636.13	\$22,600.00	\$36.13	\$27,795.00	81%
Recreation & Park	\$2,410.02	\$2,025.00	\$385.02	\$63,264.69	\$68,750.00	-\$5,485.31	\$72,250.00	88%
Sales of Service	\$14,609.78	\$13,549.00	\$1,060.78	\$163,296.68	\$149,598.00	\$13,698.68	\$184,382.00	89%
Subtotal Expenses	\$115,402.76	\$102,273.00	\$13,129.76	\$1,384,080.42	\$1,336,898.00	\$47,182.42	\$1,627,552.00	85%
Net Income (Deficit)	\$34,985.78	\$35,994.00	-\$1,008.22	\$26,511.59	-\$12,161.00	\$38,672.59		
Community Gardens Complex								
Community Gardens Revenue	\$31,583.35	\$39,100.00	-\$7,516.65	\$316,629.92	\$333,200.00	-\$16,570.08	\$402,900.00	79%
Community Gardens Expenses	\$31,465.17	\$32,203.00	-\$737.83	\$280,895.36	\$300,205.00	-\$19,309.64	\$363,616.00	77%
Net Income (Deficit)	\$118.18	\$6,897.00	-\$6,778.82	\$35,734.56	\$32,995.00	\$2,739.56		
Fire Department								
Fire Revenues	\$20,613.25	\$20,214.00	\$399.25	\$206,807.50	\$202,140.00	\$4,667.50	\$242,568.00	85%
Fire Department Expenses	\$15,493.09	\$16,963.00	-\$1,469.91	\$169,601.38	\$185,145.00	-\$15,543.62	\$242,568.00	70%
Net Income (Deficit)	\$5,120.16	\$3,251.00	\$1,869.16	\$37,206.12	\$16,995.00	\$20,211.12		
Consolidated Net Income (Deficit)	\$40,224.12	\$46,142.00	-\$5,917.88	\$99,452.27	\$37,829.00	\$61,623.27		
Water and Pollution Control Corporation								
Water & Sewer Revenue	\$46,940.92	\$46,297.00	\$643.92	\$471,099.29	\$463,043.00	\$8,056.29	\$555,637.00	85%
Water & Sewer Expenses	\$46,409.14	\$43,653.00	\$2,756.14	\$475,047.82	\$448,460.00	\$26,587.82	\$555,637.00	85%
Water & Sewer Net Income (Deficit)	\$531.78	\$2,644.00	-\$2,112.22	-\$3,948.53	\$14,583.00	-\$18,531.53		

TOWN OF KENSINGTON – MEMORANDUM

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

October 2017

Fitplex

Programming: Aerobics Programming

Chair Fit	Mondays and Wednesdays 10 am - 11am – Seniors only
Hi-Lo	Tuesdays 6.30pm
Boxer-fit	Thursdays 6.30pm
Step-aerobics	Saturdays 8.30am

Hours

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

Arena

- Hosted Matrix Jamboree for Peewee and Atom AAA teams. (11 team tournament)
- The heating elements were replaced on one of the dehumidifiers.
- There was an issue with the Zamboni throttle cable. The parts were ordered and the repair was completed by Bells Irving.
- Minor Hockey and Figure Skating started their regular season hours on October 23, 2017

- The Kensington-Bedford 50th Anniversary Organizing Committee are planning a jamboree tournament for the Kensington-Bedford Exchange on January 27, 2018.

Kensington Cash

Oct, 2017	\$210.00
	\$220.00
	\$215.00
	<u>\$225.00</u>
	<u>Total \$870.00</u>

Ball Fields

- Closed for the season.
- Safety netting has been taken down and stored for the winter.

Senior Center

Several loads of crushed asphalt and millings have been placed over the Seniors Centre parking area. The materials were solicited by Mayor Caseley and provided to the town from the Province of PEI at no cost. This should provide a more stable and safe parking area for the seniors who use the facility.

Upcoming Events

Christmas Parade – The parade will feature the KISH Band and Mr. Magic at the train station for entertainment after the parade. Free cookies, hot chocolate and hot dogs are being provided by the Malpeque Bay Credit Union and the Kensington Area Chamber of Commerce.

Kensington - Bedford Exchange 50th Anniversary - Weekly meetings are being held at the Community Gardens Complex. The Bedford Supper fundraising campaign is being held on Nov 25, 2017. The Kensington portion of the exchange will be held from on January 26 - 28, 2018.

Free Skates being offered throughout December:

- Dec 3rd – Sponsored by Clark Insurance
- Dec 10th – Sponsored by the Malpeque Bay Credit Union
- Dec 17th – Sponsored by MLA Matthew MacKay

Town of Kenisngton

Community Gardens Complex Monthly Statistical Data

2016

[illegible]

Town of Kenisngton Community Gardens Complex Monthly Statistical Data 2017

[illegible]



Mayor's Report to Town Council

December 11, 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)

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

Department of Tourism Meeting – Mr. Baker and I met with Janet Wood and Hubert MacIsaac to review the current signage around the train station. Discussion was held on who owns each one and who was responsible for updating the signs. Janet Wood agreed her department owned the larger sign and have agreed to spend some money on repairs and updates to the sign. Mr. Baker was asked to get quotes on the repairs and advise Janet Wood.

Maritime Electric Dialogue – I attended an information dialogue with Maritime Electric where they presented information on electrical costs and the steps they take to ensure limited power outages. They are projecting stable pricing for electricity for the next couple of years. While the total impact of carbon tax is not fully known as yet they indicated it should be minimal for PEI due to purchase agreements for electricity from New Brunswick.

Tourism STEP Program – Another meeting of the local tourist businesses was sponsored by Central Coastal Tourism Partnership, Town of Kensington and Kensington and Area Chamber of Commerce. A presentation was made by ACOA of the Strategic Tourism Expansion Program (STEP). The Town initially moved forward as a municipality starting in 2015 and took the process as far as we could. This process seems to be a slow moving project. At this stage I am unsure whether there is support from the business community and tourist community to move forward with STEP. The next step is for another meeting on January 11 at 8 am at Broadway 45. Attendees are encouraged to bring 3 guest with them and see if there is enough interest to move forward. The Town of Kensington will continue to support this initiative.



Kensington Lions Memorial Tree – Thank You to Deputy Mayor Rodney Mann for attending on my behalf the lighting of the Kensington Lions Club Memorial Tree.

School Bus Diesel Storage at KISH – I have had a phone conversation with Mr. Cummings from Public Service Branch on the tank at KISH. It appears they are willing to move the tank but are still looking at locating it at Queen Elizabeth Elementary School. While I do not consider this the best option and certainly not the preferred option, I must acknowledge it would put the tank outside the 5 year zone of influence for our Water Well Field. We will continue to lobby for a more preferred location.

Town of Kensington Christmas Parade – The 2017 Christmas parade was another success thanks to the leadership of Mr. Robert Wood. We appreciate the sponsorship of the Malpeque Bay Credit Union and the Kensington and Area Chamber of Commerce for providing hot dogs, hot chocolate and cookies as well as entertainment after the parade. It is great to see the parade growing each year and once again Councillors of The Town of Kensington were able to collect donation of food along the parade route from residents for the local Food Bank. Thanks to everyone who make our parade a success.

Municipal Funding Agreement – Mr. Baker and I were invited to attend the announcement in the Provincial Legislature when Minister Allan Roach was announcing the completion of the new Municipal Funding Agreement. Afterwards we met for a ceremonial signing of the agreement. This agreement was presented to Councillors for review last month and the Town Of Kensington was one of the Municipalities who were signatories to the document. The agreement will provide more stable and predictable funding for municipalities and also provide increased funding when a municipality is able to grow.

Rowan Caseley
Mayor – Town of Kensington

Town of Kensington - Request for Decision

Date: November 30, 2017	Request for Decision No: 2017-58 (Office Use Only)
Topic: Fire Department False Alarm Occurrences	
Proposal Summary/Background: At the November meeting of Committee of Council, Committee members considered a statistical report on the volume of false alarms responded to by the Kensington Fire Department from 2014 to 2017. A copy of the staff report is being circulated with this request for decision. Following a discussion on the report and the associated impact of false alarms on the department, it was decided that town staff would send letters to property owners as false alarms responses occur. The letters shall outline the impact false alarms have on the department and the fire fighters as well as mitigating measures that property owners can take to help reduce the number of false alarms being responded to.	
Benefits: <ul style="list-style-type: none">• Should result in a reduction in the number of false alarms being responded to by the Fire Department.	
Disadvantages: <ul style="list-style-type: none">• None noted.	
Discussion/Comments: The course of action recommended by Committee of Council is supported by the CAO as an initial measure to facilitate a reduction in the number of fire department false alarms. False alarm response accounts for approximately 17% to 32% of the total call volume of the volunteer fire department. This presents considerable risk to businesses, residents and firefighters as resources are dedicated to false alarm calls as opposed to being available to respond to actual emergencies. Further, the volunteer fire fighters are being forced to leave their homes and places of employment to respond to false alarms at all hours of the day or night.	
Options: <ol style="list-style-type: none">1. Approve the direction of Committee of Council.2. Direct staff to take alternative action.	
Costs/Required Resources: N/A	Source of Funding: N/A

Recommendation:

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

THAT Kensington Town Council direct the CAO to draft a false alarm form letter outlining the impact of false alarms on the Fire Department and steps that property owners can take to help reduce the number of false alarms being responded to by the department. The letter shall be forwarded to property owners as false fire alarms occur.

Kensington Fire Department
False Alarm Calls
2014 - 2017

	January	February	March	April	May	June	July	August	September	October	November	December	Total	Percentage of Total Calls
2017	2	1	3	1	3	1	1	2	6	2			22	32% (end of Oct)
2016	2	0	1	0	1	1	0	4	3	0	4	0	16	21%
2015	0	0	3	1	1	0	3	1	4	2	3	2	20	18%
2014	0	0	3	0	0	1	1	3	1	1	2	2	14	17%

The location of each alarm or whether or not it is a residential or commercial alarm is not tracked on a consistent basis.
Whether or not the false alarm resulted in a response from the fire department is not tracked on a consistent basis.
All alarms indicated on each monthly report is false. If an alarm call results in an actual emergency situation it falls under a different call category.

Town of Kensington - Request for Decision

Date: November 30, 2017	Request for Decision No: 2017-59 (Office Use Only)
Topic: Meals on Wheels Annual Donation	
Proposal Summary/Background: Correspondence was received and considered at the November Committee of Council meeting from the Kensington Meals on Wheels organization for Town Council's consideration of providing financial support. The Town has typically provided a \$1,200.00 donation on an annual basis. It was decided by Committee of Council that they would recommend to Town Council a contribution of \$1,200.00.	
Benefits: <ul style="list-style-type: none">• Will allow the Meals on Wheels Organization to continue to provide hot meals to Kensington area residents.	
Disadvantages: <ul style="list-style-type: none">• None noted.	
Discussion/Comments: N/A	
Options: <ol style="list-style-type: none">1. Provide a \$1,200.00 financial contribution as recommended by Committee of Council.2. Provide a different amount.3. Not provide a financial contribution.	
Costs/Required Resources: \$1,200.00	Source of Funding: General Government Donations and Grants
Recommendation: It is recommended that Town Council consider and adopt the following resolution as recommended by Committee of Council: <i>THAT Kensington Town Council provide a financial contribution to the Kensington Meals on Wheels organization in the amount of \$1,200.00.</i>	

Charity name: **KENSINGTON MEALS-ON-WHEELS / 134127083RR0001**
Charity status: **Registered** Effective date of status: **1990-06-01**

September 25, 2017

Dear Friends:

Once again it is time to solicit your support for Kensington Meals On Wheels. Since 1985 Kensington Meals on Wheels has been an active volunteer program in the Kensington Area. Recipients pay the major portion of the meal and the organization is responsible for the balance. Customers can get meals up to three days a week. Last year's response to the appeal was most helpful.

Meals on Wheels continues to operate as follows:

The meals are prepared by the Ladies Auxiliary of the Kensington Royal Canadian Legion and assembled by the coordinator, who has them packed and ready for the volunteer drivers, by 11:00 am for delivery to our clients. The meals consist of soup, roll/biscuit, main course and dessert. Those who have special dietary needs are given consideration when necessary (i.e. diabetic and/or low sodium diets etc.).



The major expense incurred (which continues to increase), would be for the soup/meal and dessert containers including lids. The coordinator is the only person who receives remuneration. Please note that if there is a need beyond the Kensington town limits, meals are available if a family member or volunteer from the district, can pick it up.

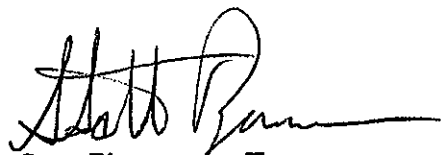
We thank everyone who has supported this community project in the past and hope you see fit to help this year. Any amount would be greatly appreciated as we rely on Community support to continue this service. It should be noted that a \$10.00 donation will help subsidize 6 meals and on average we deliver approximately 310 meals per month to seniors in our community.

Cheques can be made out to Kensington Meals on Wheels and forwarded to P.O. Box 870, Kensington, PE, C0B1M0 or online at www.kennet.pe.ca/pages/meals. In both instances a tax receipt will be issued.

Please help us keep our database updated by providing your current mailing address and/or e-mail address if you prefer along with your donation.

Sincerely,


Pamela Coffin
Lois Brown, President



Scott Zimmerman, Treasurer
P.O. Box 870, Kensington, PE, C0B1M0

Town of Kensington - Request for Decision

Date: December 1, 2017	Request for Decision No: 2017-60 (Office Use Only)
Topic: Financial Contribution to the 50 th Annual Kensington-Bedford Hockey Exchange	
Proposal Summary/Background: <p>The 2018 Kensington-Bedford Hockey Exchange will take place in Kensington from January 26th to the 29th.</p> <p>A request was received from Trevor Moase on behalf of the 50th Annual Kensington/Bedford Hockey Exchange organizing committee. They are intent on hosting a jamboree tournament during the exchange and requested Town Council's consideration of donating up to 12 hours of ice time (approximate value \$1,950.00) to facilitate the tournament.</p> <p>The Town has typically donated up to \$750.00 to help offset the costs of hosting the exchange (funds primarily used for the welcome reception).</p> <p>It was recommended by Committee of Council that Town Council consider a donation of \$1,500.00 in support of the 2018 exchange as opposed to a donation of the ice time.</p>	
Benefits: <ul style="list-style-type: none">• Will provide financial assistance to help offset costs associated with hosting the 2018 Kensington-Bedford hockey Exchange.• Will allow the organizing committee to offer additional activities to exchange participants for the 50th Anniversary.	
Disadvantages: <ul style="list-style-type: none">• None noted.• 	
Discussion/Comments: <p>The recommendation of Committee of Council is supported by the CAO. Given it is the 50th Anniversary of the exchange, it is reasonable that the Town consider a larger donation than in previous years. The volunteer organizing committee are working hard to offer additional activities for the 2018 exchange and the additional monies provided by the Town will help greatly in that regard.</p>	
Options: <ol style="list-style-type: none">1. Provide the \$1,500 financial contribution as recommended by Committee of Council.2. Provide a different amount.3. Not provide a financial contribution.	

Costs/Required Resources: \$1,500.00	Source of Funding: General Government Donations and Grants - 2018
Recommendation: It is recommended that Town Council consider and adopt the following resolution as recommended by Committee of Council: <i>THAT Kensington Town Council provide a financial contribution to the 2018 Kensington-Bedford Exchange in the amount of \$1,500.00.</i>	

Trevor Moase
50th Annual Kensington/Bedford Pee Wee Hockey Exchange
Parent Committee Rink Activities Coordinator
1543 Route 107
Kensington COB 1M0
November 6, 2017

Town Councilors and Town Management
Kensington, PE
COB 1M0

Dear Town Councilors and Town Management:

As I am sure you are all aware, Individuals and families in our community have been taking part in the Kensington / Bedford hockey exchange for the past 50 years. In recent years this event has grown to include our sister associations from the Crapaud and Rustico minor hockey associations. This year we are very lucky to have a total of 18 second year Pee Wee boys and girls from the 3 associations taking part in the exchange. Our team will be traveling to Bedford Quebec February 22 for 3 busy days of hockey and cultural learning.

In return our community will be hosting the Bedford players and families January 26th to the 29th 2018. This being the 50th year both communities are looking to make this a very memorable year. There are a number of initiatives being planned, including a weekend friendship hockey jamboree including the Bedford, Kensington hockey teams as well as 3 teams from the sister associations, Kensington, Rustico and Crapaud. In order to do this, we are looking to play up to 12 hockey games including the annual friendship game at the Kensington Community Gardens.

In order for this jamboree to happen we are looking to you, town council for financial assistance. we greatly appreciate the generous support you have offered in the past, but this being the 50th year for this exchange, we come to you with the ask that you consider the additional support of covering the cost of the games being played at Community Gardens. That being 12 hours of ice rental. In return the weekend jamboree will bring a large number of families to our community and the rink.

Finally, I would like to take this opportunity to invite all town councilors and staff to join us Saturday February 24th at 4:30 pm to welcome our guests and take part in this great event. More details will be forwarded to you as they become available.

Thank you in advance, and we look forward to hearing from you!

Sincerely,

Trevor Moase
902-888-7658

Town of Kensington - Request for Decision

Date: December 7, 2017	Request for Decision No: 2017-61 (Office Use Only)
Topic: Kensington Intermediate Senior High School – Fitplex Usage	
Proposal Summary/Background: <p>A request has been received from KISH student, Jillian Stewart, for Town Council’s consideration of KISH students utilizing the Kensington Fitplex on Tuesday afternoons from approximately 2:30 PM to 4:00 PM. The request was considered at November’s regular meeting of Town Council where the CAO was directed to discuss the request with CGC Manager, Robert Wood and to provide further information to the November Committee of Council meeting.</p> <p>KISH has established a new Health and Wellness Committee to promote healthy living. Through the Committee they are setting up informational displays of nutrition, exercise and general healthy living. They have also brought in fitness instructors to deliver yoga, kickboxing and Zumba classes for students.</p> <p>They are requesting the town’s support of their fitness initiative by providing use of the Kensington Fitplex at no charge on Tuesday afternoon’s from approximately 2:30 PM to 4:00 PM. Students would be able to try out and use the fitness equipment at the fitplex and they would also make use of the back space to do other fitness activities, such as their yoga and Zumba classes.</p> <p>The request has been discussed with Mr. Wood and he is supportive of the initiative. The day and time slot requested should provide little interference with current fitplex usage by members. He has indicated that he would first like to try it on a trial basis (i.e. a period of three weeks to a month) to determine whether or not any issues may arise and whether or not the request should be reconsidered.</p> <p>Committee of Council requested further information as to whether or not there would be a teacher/chaperone on site while KISH students are utilizing the space. I reached out to the KISH Vice Principal and have been informed that a teacher will be attending to oversee the students use of the facility.</p>	
Benefits: <ul style="list-style-type: none">• Will support Health and Wellness in local youth.• Will promote healthy living in local youth.• May result in increased fitplex membership in the future.	
Disadvantages: <ul style="list-style-type: none">• May potentially impact existing members of the fitplex who desire to use the facility at the same time as the KISH students.	
Discussion/Comments: <p>It is recommended that Town Council approve the request and allow the KISH Health and Wellness Committee to utilize the fitplex from 2:30 PM to 4:00 PM on Tuesday afternoons on a trial basis, to help facilitate their healthy living program for KISH students.</p>	

<p>Options:</p> <ol style="list-style-type: none"> 1. Allow the Fitplex to be utilized by the KISH Health and Wellness Committee on Tuesday afternoons from 2:30 PM to 4:00 PM. 2. Allow the Fitplex to be utilized by the KISH Health and Wellness Committee during an alternative time. 3. Not allow the KISH Health and Wellness Committee to utilize the Fitplex. 	
<p>Costs/Required Resources:</p> <p>N/A</p>	<p>Source of Funding:</p> <p>N/A</p>
<p>Recommendation:</p> <p>It is recommended that Town Council consider and adopt the following resolution as recommended by Committee of Council:</p> <p><i>THAT Kensington Town Council approve the use of the fitplex by the Kensington Intermediate Senior High School Health and Wellness Committee on Tuesday afternoons from 2:30 PM to 4:00 PM on a trial basis. It is understood that the usage will be evaluated by staff on a week to week basis.</i></p>	

Geoff Baker

From: Spencer, Jeff <spencer.jeff@kent.ca>
Sent: November 15, 2017 1:02 PM
To: Geoff Baker (townmanager@townofkensington.com)
Subject: FW: Kensington community gardens gym usage

Hi Geoff. Here is the e-mail I spoke to you about. It is a group of about 12 – 20 people. See you tonight. Jeff

From: Jillian Stewart [mailto:jist1586@cloud.edu.pe.ca]
Sent: Wednesday, November 15, 2017 12:52 PM
To: Spencer, Jeff
Subject: Fwd: Kensington community gardens gym usage

EXTERNAL EMAIL

----- Forwarded message -----

From: Jillian Stewart <jist1586@cloud.edu.pe.ca>
Date: Tue, Nov 14, 2017 at 8:10 PM
Subject: Kensington community gardens gym usage
To: jspencer@townofkensington.com

Hi Jeff, KISH is promoting healthy living through their new health and wellness committee. Through this we are setting up displays of nutrition, but also getting fitness instructors in so that students can sign up and attend classes of yoga, kickboxing and zumba. To further this healthy lifestyle message that we would like to send to the staff and students at KISH, we are wondering if we would be able to use Kensington community gardens fitplex on Tuesdays right after school for about 1-1 1/2 hours, until about 4:00. This way students would be able to try out and use machines but, if able, we could also use the back to do a variety of fitness activities such as our yoga and zumba. Please let me know if you have any questions, I really appreciate your consideration. Thank you, Jillian Stewart

Disclaimer

This e-mail contains confidential information intended only for the person(s) to whom it is addressed. It may also be privileged or otherwise protected by other legal principles. Any unauthorized disclosure, use, dissemination or copying, in whole or in part, is strictly prohibited. If you are not the intended recipient, please notify the sender immediately and delete this e-mail and any attachments from your computer system and records. Thank you.

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Town of Kensington - Request for Decision

Date: December 7, 2017	Request for Decision No: 2017-62 (Office Use Only)
Topic: Community Garden Initiative – Use of Town Property	
Proposal Summary/Background: <p>Correspondence has been received from Jamie MacKay requesting Town Council’s consideration of allowing the Town’s property (PID No. 629790) located adjacent to the Public Works Shop property to be utilized as a community garden space. An aerial photograph showing the location of the property is being circulated with this Request for Decision.</p> <p>Mr. MacKay has expressed interest in the development of a community garden for some time. He has people ready to oversee planting and weeding and logistics. He is currently preparing to apply for a grant through the Province of PEI to help offset the cost of establishing the garden.</p> <p>Once (and if) approval is given for use of the lot, it is Mr. MacKay’s intention to approach youth groups, church groups, etc. to help with maintenance and planting of the garden (in addition to those volunteers already agreed to help).</p> <p>The intention is to establish a main garden in which those residents in need can access. Smaller plots will be made available to seniors and families in the community who would like to plant a garden and do not have the space to do so.</p>	
Benefits: <ul style="list-style-type: none">• Will support and promote healthy living for our residents.• Will provide a place for local families to plant a vegetable garden.• Will provide volunteer opportunities within our community.	
Disadvantages: <ul style="list-style-type: none">• N/A	
Discussion/Comments: <p>Staff have reviewed the request and recommend that Town Council approve of the use of the property as a community established garden subject to a written agreement. The Town has no immediate plans for the use of the property and the benefits of establishing a community garden are well documented.</p> <p>Staff have reviewed the Development Control Bylaw and confirm that the current zoning designation on the property of Recreation and Open Space is appropriate for the intended use as a community garden.</p>	
Options: <ol style="list-style-type: none">1. Approve the use of PID No. 629790 as a community garden.2. Not approve the use of the property.	

Costs/Required Resources: N/A	Source of Funding: N/A
Recommendation: It is recommended that Town Council consider and adopt the following resolution as recommended by staff: <i>THAT Kensington Town Council approve the request of Mr. Jamie MacKay for the use of PID No. 629790 as a community garden subject to a letter of understanding being signed by the Town of Kensington and Mr. MacKay.</i>	

Geoff Baker

From: Jamie Mackay <youcancontactmeat@gmail.com>
Sent: November 28, 2017 12:21 PM
To: Geoff Baker
Subject: Re: Jamie MacKay

How do you want me to take it before council personally ? or do up an email with my info, plans etc and let you take it to the meeting ?

In case you prefer to do so, here is some info..

Currently i have a small group ready to move on it. I have a couple ready to oversee the planting,weeding etc.. Someone ready to help with the logistics,MLA Matt MacKay is waiting on my go ahead so he can help me finish up the paperwork for the grant to cover expences. (I need to get the ok ASAP on the lot to start the process to get the grant.) Soon as i get the ok to use the lot on a summer to summer basis we have plans on approaching youth groups, church groups etc to help with upkeep, planting etc, Along with the main garden planted the plan is to also offer up small plots to seniors , families etc who would like to plant their own food but no longer have the space to do so. The main garden could be accessed by anyone in the area who is in need as well as groups like the one Cindy Blanding operates where she assists single mothers by showing them how to prepare simple healthy meals on a budget, local food bank etc.

There are future plans if this turns into a success.

Jamie MacKay

On Wed, Nov 22, 2017 at 9:54 AM, Jamie Mackay <youcancontactmeat@gmail.com> wrote:
Sounds good. Exactly the lot i figured it was...

Jamie MacKay

On Nov 22, 2017 9:35 AM, "Geoff Baker" <townmanager@townofkensington.com> wrote:

Hey Jamie

I'll be in and out of the office today so I'm not sure I'll be able to get away but I've attached an aerial photo of the property. It might be best just to drop by whenever you get the chance and we can have a discussion.

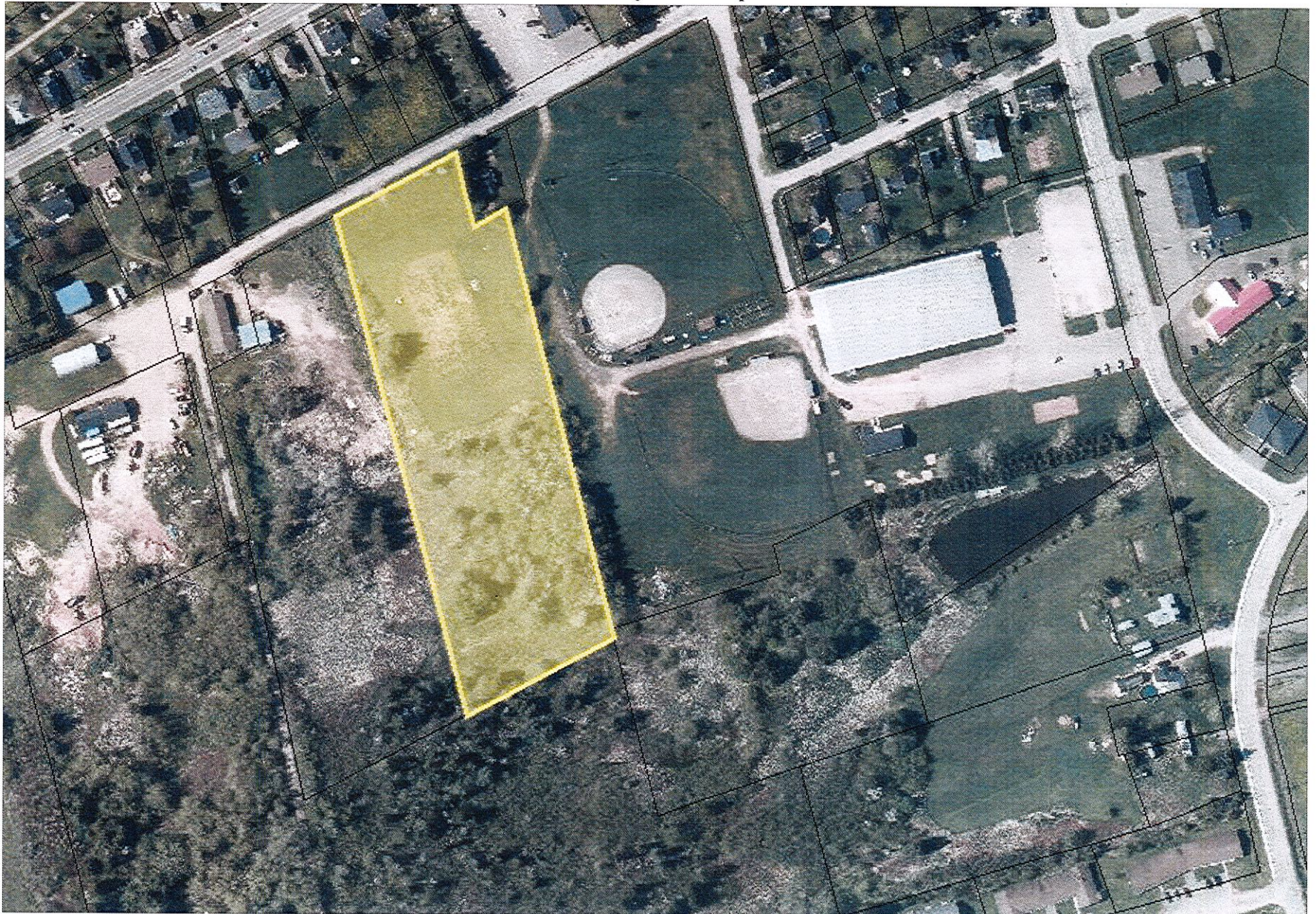
Geoff Baker, C.E.T.

Chief Administrative Officer

Town of Kensington, PE

Tel: [\(902\) 836-3781](tel:9028363781)

Community Garden Space



Town of Kensington - Request for Decision

Date: December 8, 2017	Request for Decision No: 2017-63 (Office Use Only)
Topic: Development Control Bylaw Amendment – Re-Zoning Application – Royal Canadian Legion – 88 Victoria Street West	
Proposal Summary/Background: A request has been received from the prospective purchaser (Kujtim Musliu) of the Royal Canadian Legion property located at 88 Victoria Street West (PID No. 76422) for Town Council's consideration of re-zoning the property from its current Public Service and Institutional designation to a Commercial designation for the purpose of operating a used car dealership. Re-Zoning the subject property will require an amendment to the Town's Development Control Bylaw as well as to the general land use map that is part of the Town's Official Plan. The following information is being circulated with this Request for Decision: <ol style="list-style-type: none">1. Mr. Musliu's initial application2. Email from Lester Davison (Royal Canadian Legion) confirming the application3. Report from DV8 Consulting4. Supplemental information submitted in support of the application	
Benefits: <ul style="list-style-type: none">• Will facilitate the sale and use of the former Legion property.	
Disadvantages: <ul style="list-style-type: none">• N/A	
Discussion/Comments: Staff have reviewed the request and the recommendation of DV8 Consulting and recommend that Town Council allow the application to move forward to a public meeting to solicit comments/opinions from neighbouring property owners and any other affected persons. A Public Meeting will be scheduled for December 20 th at 6:00 PM. The meeting will be advertised in the Journal Pioneer on December 12 th . As per Section 19.4(1) of the Development Control Bylaw a public meeting notification letter will be sent to all affected property owners within a 500 ft radius of the subject property on December 12 th .	
Options: <ol style="list-style-type: none">1. Approve staff to move the Royal Canadian Legion Re-Zoning application forward to a Public Meeting.2. Not approve staff to move the application forward.	

Costs/Required Resources:	Source of Funding:
N/A	N/A
Recommendation: It is recommended that Town Council consider and adopt the following resolution as recommended by staff: <i>THAT Kensington Town Council authorize the CAO to move the Royal Canadian Legion Re-zoning application process forward to a Public Meeting to allow neighbouring property owners and any affected persons to provide comment on the application to rezone the Royal Canadian Legion property from its current Public Service and Institutional Zoning designation to a Commercial designation to allow the operation of a used car dealership on the property.</i>	

November 27, 2017

Town of Kensington
55 Victoria Street
Kensington, PE
C0B 1M0

To: Geoff Baker
Chief Administrative Officer, Mayor & Council Members

Re: Application for Re-Zoning (88 Victoria Street, Kensington PID. # 76422, see attachment).

This letter is submitted with regards to the property located at 88 Victoria Street, Kensington, (Former Royal Canadian Legion location). The applicant Kujtim Musliu and/or Assignees have submitted this application requesting that the subject property be re-zoned from it present zoning to Commercial zoning for the purpose of operating a used car dealership with a class C Dealers license for (cars and trucks), under the trade name: Select Motors of PEI Limited. The company will operate as a year round business. I thank you for the opportunity to put this application forward and I look forward to becoming a part of the Kensington business community.

Thanks you for considering this application request.

Yours truly,

A handwritten signature in black ink, appearing to read 'Kujtim Musliu', written in a cursive style.

Kujtim Musliu

Geoff Baker

From: Rowan Caseley <mayor@townofkensington.com>
Sent: November 27, 2017 6:55 PM
To: Geoff Baker
Subject: FW: 88 Victoria st property zone change

FYI

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

Office 902-836-3781
Home 902-836-5445
Cell 902-432-4492
Web www.kensington.ca
Email mayor@townofkensington.com
Connect with us on: [Facebook](#) and [Twitter](#)

From: LESTER DAVISON [mailto:fisher_27@msn.com]
Sent: November 27, 2017 6:29 PM
To: Rowan Caseley <mayor@townofkensington.com>
Subject: 88 Victoria st property zone change

Dear Mayor Caseley;

I am sending you this request of zoning change on behalf of the members of the Lt. Col. E W Johnstone Branch #9 of the Royal Canadian Legion Kensington PEI. We wish to explore the possibility of having the property on 88 Victoria St. West changed from public service/institutional to commercial.

Thank you and council for your consideration on this matter.

Thank you

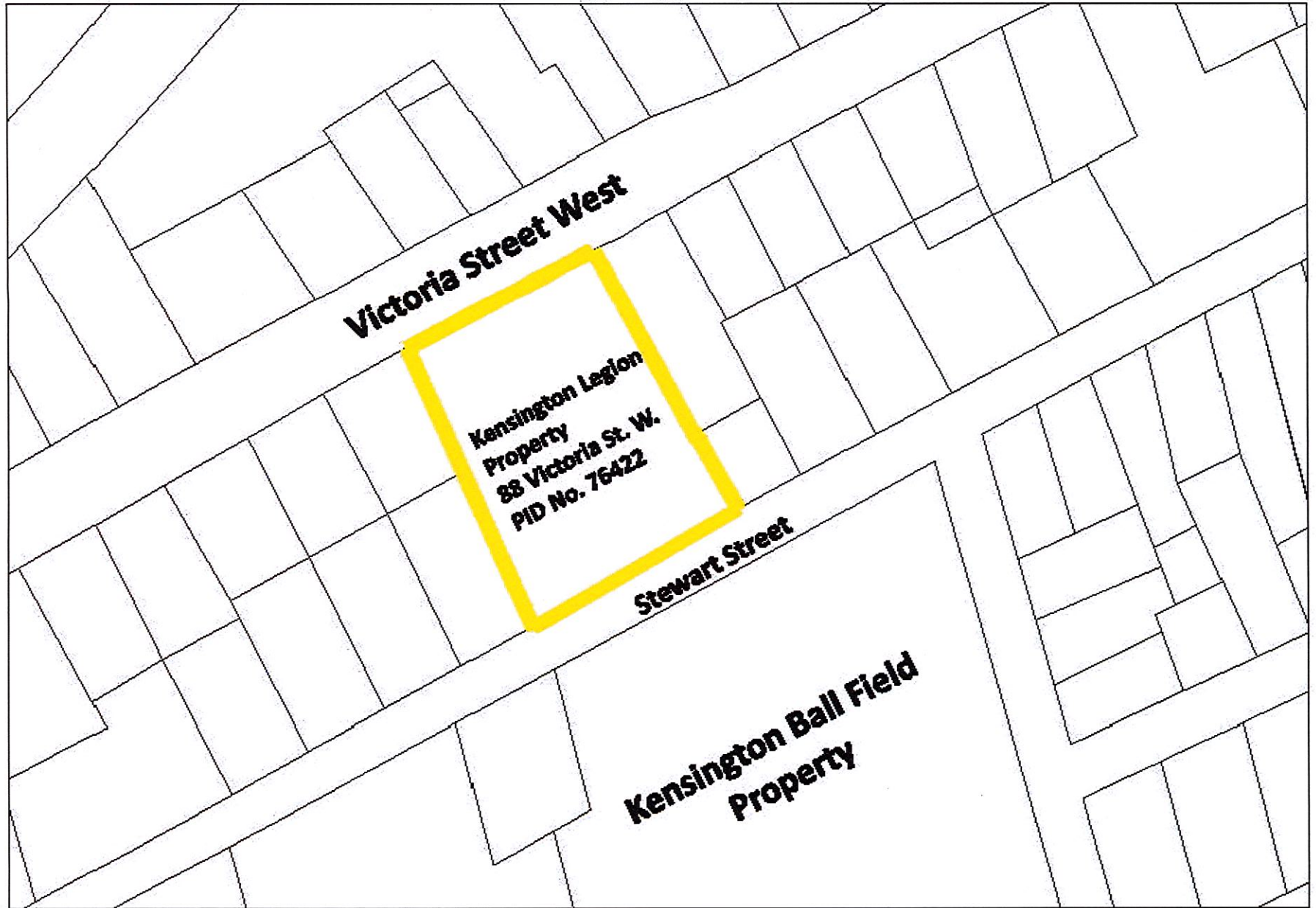
J Lester Davison

President

Lt. Col. E W Johnstone

Br. #9 RCL Kensington

Kensington Legion Property



December 5, 2017

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

Re: 1. Rezoning of 88 Victoria Street (PID 76422)
2. Rezoning of 54 Woodleigh Drive (PID 79020)

Dear Mr. Baker,

I have reviewed the Town of Kensington's *Official Plan* and *Zoning and Subdivision Control (Development) By-law* with respect to the following rezoning applications and I have provided a summary report on each below.

An application to rezone a property must meet the requirements of Section 19 of the *By-law*, which states that Council shall examine the *Official Plan* to ensure that the proposed amendment/re-zoning will not be contrary to any policy within the *Official Plan*, or the amendment shall not be made without also requiring an amendment of the *Official Plan*. Both of the current applications for a by-law amendment/re-zoning will also require a concurrent amendment to the *Official Plan's Future Land Use Map*.

1. 88 VICTORIA ST WEST (PID 76422): APPLICATION TO REZONE FROM PS1 TO C1

The property in question is located at 88 Victoria St West (PID 76422). The previous use for the property was the Royal Canadian Legion and accordingly the property is zoned PS1 (Public Service/institutional) Zone. The Legion has since moved from this location and the property is now for sale. The potential buyer has submitted the application to rezone the property from PS1 to C1 – Commercial for the purpose of operating a used car dealership (Class C – Cars and Trucks). A car dealership is considered a Special Permitted Use within the C1 zone (Section 10.3) and Council may issue a special development permit for this use when it deems the development is appropriate and all other relevant provisions of this Bylaw are met.

The property is approximately 0.87 acres in size and contains a building on the east side of the property and a large parking lot on the west side of the property. The parking lot extends the full depth of the property between Victoria St and Stewart St and appears to be used as a 'cut-through' for vehicular traffic. The adjacent properties are zoned R1 (Single Residential) Zone, approximately 7 properties on the opposite side of Victoria St West are zoned C1 (Commercial), and the properties on the south side of Stewart St are zoned O1 (Open Space). For the most part the Future Land Use map reflects the current zoning of this area, other than for the north side of Victoria St West which is identified as C1 – Commercial for its full length indicating that the Town has identified the north side of the highway as a commercial growth area.

When considering the rezoning of a PS1 - Institutional property it is important to recognize that most institutional properties are by nature 'spot zones' within a neighbourhood or within a commercial area within a Town. Institutional premises cover a wide range of uses from parks and cemeteries, schools, places of worship, and further still to community care facilities or government offices. These wide range of potential uses are generally

not clustered in a single geographic location as they function by being distributed throughout the community. In this case, where the original institutional use is no longer occupying the property and there does not appear to be a current need in the community for another institutional use to make use of the property, it is reasonable to consider rezoning the property for an alternative use that is compatible with the surrounding area.

To consider whether the proposed application is aligned with the objectives and policies of the Official Plan, one must consider the Goals and Objectives within the larger context of the *Plan*. Firstly, the Town's goals with respect to Economic growth (Section 4.3.3) include "To facilitate the development of small businesses...", "To increase the Town's commercial and assessment base", and "To encourage the expansion of retail and service activities." With respect to these goals, the Town does support the development of new small businesses such as the one proposed. The *Official Plan* further specifies how the Town intends to 'facilitate/encourage' economic growth within the Town, including the following policies:

- PC-1 *It shall be the policy of Council to develop appropriate commercial zoning designations and to use zoning to direct commercial activity into the established commercial areas of the Town.*
- PC-2 *It shall be the policy of Council to support development of new retail and service activity for the Town of Kensington and to work with the current business community to support and strength existing businesses.*
- PC-3 *It shall be the policy of Council to mitigate, where possible, conflicts between different land uses.*

Although not currently identified as an 'established commercial area' within the Town, the property has historically been used in a manner more characteristic of a commercial property than of a residential property. As well, the commercial properties on the opposite side of Victoria St, create a visual break in the residential streetscape at this section.

With respect to the Bylaw requirements for the proposed car dealership, the following sections are applicable and the applicant should be asked to demonstrate that these requirements can be met prior to Council considering whether or not they will proceed to a public meeting to consider the rezoning.

Section 4.14 Driveway Access. Any change of use, or intensification of use of a property that requires an Access Permit as per the *Roads Act Highway Access Regulations* requires provincial approval prior to a development permit being issued. The applicant should confirm that the proposed use will be granted an access permit at this location.

Sections 4.38 Landscaping. States that a new commercial property is required to provide a landscape buffer and/or appropriate fencing between abutting residential properties. As such the applicant would be required to submit evidence that a buffer or fence will be provided.

Section 5.2 Parking Requirements. An automobile dealership is required to provide 1 parking space per 4.65 sq m of floor area of the building occupied. The existing building on the property is relatively large and the applicant has not indicated with the application how much space of the building will be occupied by the car dealership business. A parking plan should be prepared to indicate that the minimum number of parking spaces as required has been fulfilled. If the building is to be repurposed for any other additional uses (i.e. leased spaces) these other uses will also require parking spaces that must be reserved for this purpose.

Section 10.7 Special Requirements – Commercial Zones Adjacent to Residential Zones. In addition to the required buffer between properties, any exterior lighting must be arranged as to deflect light away from the adjacent residential properties.

Subject to the above information which should be confirmed prior to Council's decision, my recommendation is favorable for proceeding to the public meeting stage to consider rezoning PID 76422 from PS1 to C1; and, to amend the Official Plan Future Land Use Map for this parcel from PS1 to C1. The proposed application is found to be consistent with the policies and objectives of the *Official Plan* which support commercial development in appropriate areas of the Town, and whereas this section of Victoria St West is characteristic of a commercial district and the configuration of the existing building and parking lot are conducive to this type of redevelopment.

2. 54 WOODLEIGH DRIVE (PID 79020): APPLICATION TO REZONE FROM R1 TO C1

The property in question is located at 54 Woodleigh Drive (PID 79020). The property is zoned R1 – Single Residential Zone and it is located between the residential (R1 zone) area on the north end of Woodleigh Dr and the institutional (PS1 zone) property(s) associated with the Anglican Church which are to the south side and rear of the property in question. The applicant is seeking to rezone the property from R1 to C1 – Commercial so that they can operate a Bed & Breakfast on the property. They are also interested in eventually operating a coffeehouse bakery from the home.

A Bed & Breakfast is a permitted use in the R1 Zone subject to the By-law regulations specified in Section 4.44. The applicant has not indicated whether or not their proposed Bed & Breakfast meets the requirements of Section 4.44. Further as the proposed use is permitted in the R1 Zone and is not permitted in the C1 zone, the rezoning appears to conflict with the intended use. The applicant should be advised to submit a development application for the Bed & Breakfast and that more information will be necessary to review the application for a coffeehouse bakery.

As always, should you have any further questions on either of the above applications, please feel free to contact me.

Best regards,



Hope Parnham, CSLA MCIP

Dv8 CONSULTING
CHARLOTTETOWN PE
E. HPARNHAM@OUTLOOK.COM
T. 902-393-1815

Geoff Baker

From: Kujtim Musliu <kujtimmusliu@hotmail.com>
Sent: December 6, 2017 3:20 PM
To: townmanager@townofkensington.com

Hi Geoffrey,

This is Kujtim Musliu, thank you for taking your time and meeting with me with morning. Regarding your questions that you asked last night,

1. Confirmation that the proposed use (car dealership) will be granted an access permit from the Province of PEI.
2. Confirmation that the applicant will install a buffer or fence between the property and abutting residential properties.
3. Provision of a parking plan indicating that the bylaw requirement of 1 parking space per 4.65 sq. m of floor area can be met.

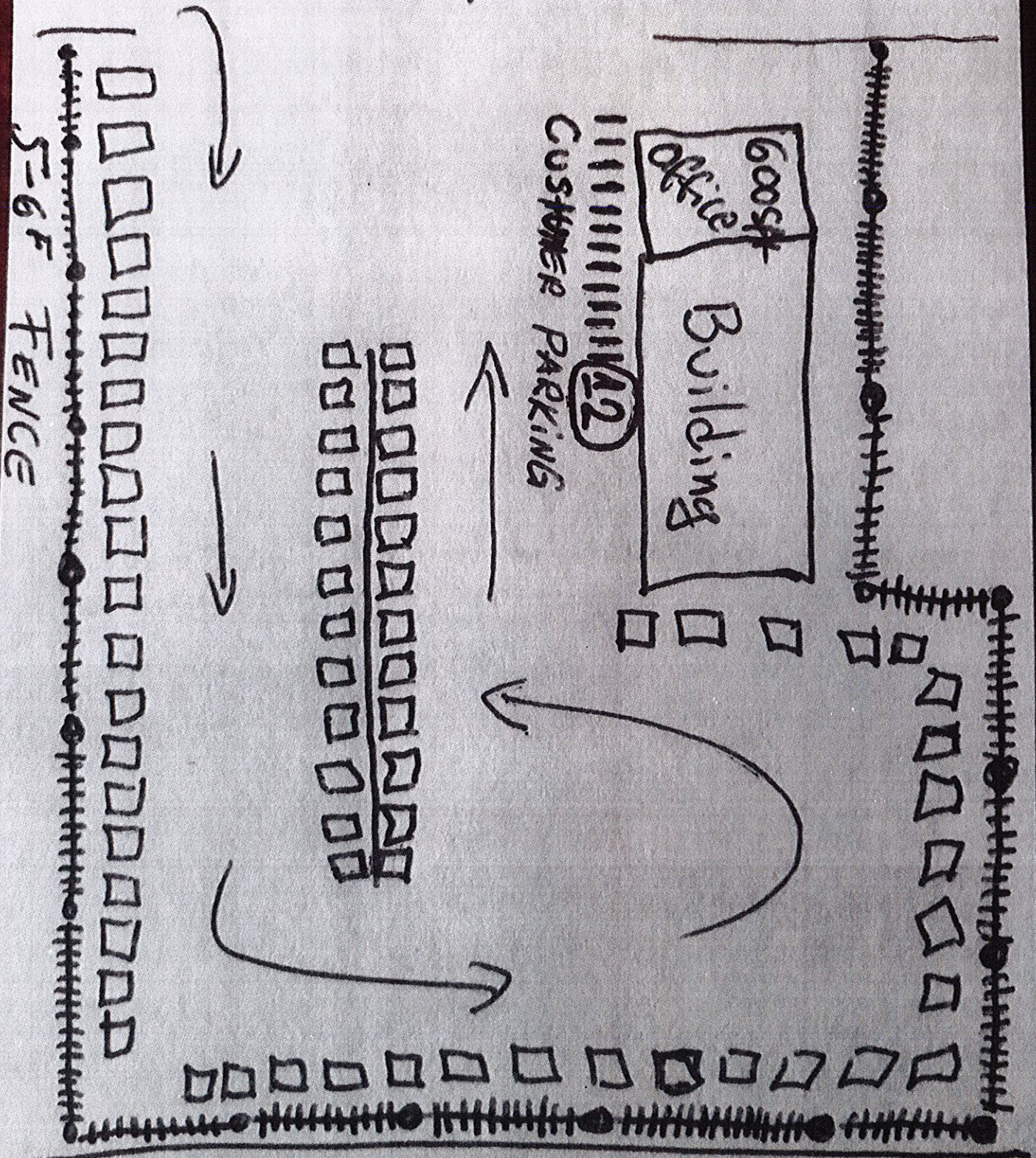
1) I had a meeting this morning with Dawn and she has asked me to fill an application for entryway. I explained to her that I can have the application filed but she is asking for an applications showing that the property is commercial, and it is very difficult to obtain that form without the town of Kensington approving the property as commercial. And she has promised me that she will get in touch with you. Once we have the property as commercial, she does not see it as a problem to grant us an entrance way highway access.

2) For the second question: we are going to instal a 5-6ft fence and I have attached a diagram representation of the layout of the fence below in this email.

3) For the third question: we are going to use about 600sft of office space and we are going to allow 12 parking spaces for customers and that is represented i he diagram as well.

Thank you

VICTORIA ST W



STEWART ST

APPLICATION FOR AN ENTRANCE WAY / HIGHWAY ACCESS
Department of Transportation, Infrastructure and Energy



Office Use Only:
\$25 Non-Refundable Fee Paid ()
Staff Initials: _____

Please check (☒) the area applied for:

- | | |
|---|--|
| () Entrance way on an Arterial Highway | () New Access on all other Provincial highways |
| () Entrance way on a Seasonal Highway | () Re-locate an existing Highway Access |
| () Extension of existing culvert (3m max.) | () New Access on municipal street or approved subdivision |

Note: The allowable use of a parcel of land served by an entrance way (access) to a Provincial Highway is governed by the Roads Act - Highway Access Regulations (HAR's) and the location of an entrance way (access) is subject to the Minimum Safe Stopping Sight Requirements imposed by the HAR's.
General Information:

Applicants Name: _____
(First) (Middle) (Last)

Contact Person if different from Applicant: _____

Mailing Address: _____ Postal Code: _____

Telephone: Residence: _____ Business: _____ Cell Phone: _____

Location of the property:

Property Tax Number: _____ Community: _____ Civic Address: _____

Route No. _____ Road Name: _____ The property is located

on the North _____, South _____, East _____, West _____, of the highway, _____ Kilometers

North _____, South _____, East _____, West _____ of the intersection with _____ road, street

Entrance way use: Please check (☒)

Existing entrance way use: way use:	single family dwelling ()	Commercial ()	Agriculture active ()
	duplex dwelling ()	Industrial ()	Agriculture idle ()
	multiple dwelling ()	Institutional ()	Cottage ()
	mobile home ()	Forestry ()	None ()

Other: _____

Proposed use: (please describe from list above) _____

I (we) understand that this application is subject to review by the Department of Transportation, Infrastructure and Energy and that no entrance way/access to a highway may be constructed or intensified without approval.

Please see the reverse side before signing.

Date: _____

Applicants Signature

Applicants Signature



Tel 902 888 8273
Fax 902 888 8291
Email: hdmoose@gov.pe.ca

Dawn Moase
Traffic Manager
Western Region

**Transportation and
Infrastructure Renewal**

50 Cannon Drive
PO Box 315, Slemmon Park
Prince Edward Island
Canada C0B 2A0

Town of Kensington

Attending the Canadian Student Leadership Conference in Waterloo, Ontario is an experience that we will never forget. All of us that attended from KISH are so grateful that we got to attend this conference to create new friends and gain new ideas to spread throughout our community. Thank you so much for letting us borrow your BBQ for our fundraising event!

- Bethany Spencer, Shanon Hill
Abby Christopher, Callie Champri
Josh Sher ♥ Wally Caleb McKenna

Correspondence

November 30th 2017



To: Geoff Baker & Kensington Town Council
Town Hall Office
Kensington PEI

Dear Mr. Baker.

I'm writing you today as a follow up to our conversation at your office on 11/27/17.

With regard to my obtaining a building permit to construct a 32' X 32' workshop/storage building on my property at 24 Park rd. (Kensington Self Storage.)

As you know, Kensington Town Council has approved my permit application. I had attended the council meeting to be available for any questions or concerns that members of the council may have had at that time. (Although none of the council members expressed any concerns to me.)

Given that council approved my permit application, I had expected to be able to obtain the building permit within a matter of days, following the council meeting. (All good.)

However, upon visiting town hall a few days later, I was informed by the town clerk, that there would be a \$300.00 penalty charge, on top of the original \$300.00 application fee, that I had already been paid to the town.

It was then brought to my attention that the \$300.00 penalty, was for not having the council's approval prior to starting construction. (after the fact penalty.)

With that said, I don't think that a penalty is appropriate, for the situation at hand.

As you may recall, I had delivered my application to the town hall, before any permanent changes were made to the property at 24 Park Rd. and we discussed the details of my project a day or so later. Again, prior to any permanent changes being made to the site.

(As requested, I did adjust the set back distance on the application, to meet town requirements.)

You had informed me that commercial buildings could only be approved by council and you stated that you would send an e mail to the council members, seeking approval prior to the next council meeting.

(I checked back with you on this, but you stated that council members had not replied.)

I had originally expected that building permits would be issued under the authority of the Town planner/ manager or similar department. (As had been my past experience with obtaining provincial building permits.)

I am therefore requesting that the Town Council withdraw the "after the fact " penalty and issue the building permit as originally intended.

I have acted in good faith on this matter and would like to move forward with expanding my business interests within the town of Kensington.

As a footnote on this situation, I would recommend that it be noted on the building permit application form, that applicants should refer to the town's web site, for information pertaining to the requirements of buildings and developments, within the town of Kensington.

Best regards.

A handwritten signature in black ink, appearing to read 'S. Brookins', with a long horizontal flourish extending to the right.

Stewart A Brookins

Kensington Self Storage

OFP Inc.

Safe Drivers PEI

902 439 0966



National Eating Disorder Information Centre

200 Elizabeth St., ES 7-421, Toronto, ON M5G 2C4

ph 416-340-4156 | f 416-340-4736 | tt 1-800 NEDIC-20 | nedic@uhn.ca

www.nedic.ca

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

December 1, 2017

To Whom It May Concern:

I am writing to request a proclamation from the Town of Kensington the week of February 1st to February 7th 2018 as Eating Disorder Awareness Week (EDAW). EDAW has been commemorated across Canada since 1988 by established eating disorder organizations, education and public health institutions, and concerned members of the public. It draws attention to the causes, prevalence and impact of eating disorders.

Eating disorders are the number one cause of death among all psychiatric illnesses and are the third most common cause of death in teenage girls. In fact, 5-8% of Canadian girls will experience an eating disorder in their lifetime. However, eating disorders can develop in anyone, regardless of age, ethno-racial background, socioeconomic status, gender or ability. Unfortunately, stigma and secrecy still surround eating disorders, causing many people who are suffering to refrain from seeking help, and to struggle in silence.

We know that through open, supportive dialogue, we can help break the shame and silence that affect nearly 1 million Canadians that are living with a diagnosed eating disorder and the millions of others who are struggling with unhealthy food and weight preoccupation. EDAW is a time to increase awareness about eating disorders, their impact and to shed light on the dangerous and pervasive myths that surround them. It is a time of year when Canadians can learn more about eating disorders and about the resources that are available for individuals and family members who are impacted by them.

The National Eating Disorder Information Centre (NEDIC) was a founding member of the international drive to institute EDAW. Founded in 1985, NEDIC is Canada's oldest national organization dedicated to helping those with eating disorders. We provide education and information as well as support and referral for those with eating disorders, their families, friends and health care professionals. Since our toll-free helpline became available to Canadians from coast to coast in 2013, we have spoken with thousands of individuals, parents, friends, and teachers who are seeking help and information. It is through our outreach and education efforts, that we are able to support these individuals in their struggle to find hope and healing.

Municipal recognition of EDAW would help to affirm the experiences of those with a friend, family member, or important person in their life who is dealing with this life-threatening mental illness, and draw attention to the need for eating disorder prevention, research, treatment, and resources. Attached please find the goals of Eating Disorder Awareness Week 2018.

Please proclaim EDAW in the Town of Kensington and help raise awareness and hope among the many who are impacted by this illness.

For more information about Eating Disorder Awareness Week and this request, please contact me.

Thank You.

Kind Regards,

Alicia Pinelli
Outreach and Education Team Member

Proclamation

Eating Disorder Awareness Week (EDAW) February 1st - 7th 2018

WHEREAS: Eating Disorder Awareness Week will be from February 1 – 7, 2018; and

WHEREAS: The National Eating Disorder Information Centre (NEDIC) is Canada's only national organization dedicated to helping those with eating disorder, food and weight preoccupation and related issues. NEDIC provides information, education, resources and referrals to individuals with eating disorders, their families, friends and health care professionals; and

WHEREAS: Eating disorders have the highest mortality rate among all psychiatric illnesses and can develop in anyone, regardless of age, ethno-racial background, socioeconomic status, gender or ability; and

WHEREAS; Stigma, secrecy and stereotypes still surround eating disorders, causing many people who are suffering to refrain from seeking help; and

WHEREAS; Open supportive dialogue can help break the shame and silence that affect nearly 1 million Canadians living with diagnosable eating disorders and the millions of others who are struggling with food and weight preoccupation; and

WHEREAS; Eating Disorder Awareness Week seeks to raise awareness of eating disorders, shed light on dangerous and pervasive myths, and promote prevention. It is also a time of year for Canadians to learn about available resources and appropriate services for themselves and/or loved ones; and

WHEREAS, Eating Disorder Awareness Week aims to teach Canadians that eating disorders are not a choice, and that eating disorders are a serious and dangerous mental illness.

Correspondence

November 29, 2017

His Worship Rowan Caseley
PO Box 418
Kensington, PE COB 1M0

Dear Mayor Caseley,

We are very pleased to share with you this year's Trans Canada Trail Globe and Mail supplement, and to report that Canada's national trail – The Great Trail – is now connected from coast to coast to coast! This incredible achievement would not have been possible without the dedication of our Trail partners and countless volunteers, the support of our generous donors, a matching grant from the Government of Canada, and partnerships with many provincial, territorial and municipal governments across the country. We are so grateful for the support that you have shown for this iconic national project.

Connecting with Canadians

The last few months were filled with festivities as we celebrated connection events in Manitoba, Nova Scotia, Ontario and the Northwest Territories, and in British Columbia with the help of David Foster! And, on August 26, we were pleased to be involved with almost 200 events celebrating the cross-Canada connection of The Great Trail. Thanks to a grant from Canadian Heritage, over 25,000 people attended events in every province and territory on that day. We heard from many of our frontline Trail partners about their celebrations, which included guided walks or bike rides on the Trail, ribbon cutting ceremonies, a "dog day afternoon" party, water events with canoeing and kayaking, community BBQs and live musical entertainment.

Our main event in Ottawa drew a crowd of almost two thousand and featured performers representing many cultures, including a gospel choir, throat singers, a francophone band and indigenous hip-hop artists.

All of these activities were supported by media and digital campaigns designed to maximize awareness. Thanks to these efforts, we reached four million people across all our channels and drew the attention of international journalists from Australia, Germany, China and the US, among others.

This set the stage for the next chapter in The Great Trail story, which includes reaching out to local and international trail lovers through our tourism strategy. Our Globe and Mail insert, as you will note, showcases the beauty of The Great Trail as we continue to work with our tourism partners to draw attention to the many breathtaking journeys that Canada's national trail has to offer.

Board of Directors Conseil d'administration

**Trans Canada Trail
Sentier Transcanadien**
Neil Yeates (Chair/Président)
Japman Bajaj
Jim Bishop
Jasmine Brown
James Goulden
Graham Green
Ron Hicks
Michael Lindsay
Carolyn MacKay
Michele McKenzie
Emma Mohns
Valerie Pringle
Patrice Ryan
Robyn Seetal
Kim Wynn

**Trans Canada Trail Foundation
Fondation du sentier Transcanadien**
Valerie Pringle, C.M., LL.D.
(Co-Chair/Coprésidente)
Hartley Richardson, O.C., O.M., LL.D.
(Co-Chair/Coprésident)
David Aisenstat
David Cottingham
(Treasurer/Trésorier)
Kirby Gavelin
Anthony Graham, LL.D.
David Hoffman
Amanda Lang
Pierre Lassonde, C.M., O.Q.
Ian Pearce
Aidan Richardson
Bruce Simpson
Wendy Southall
Ed Steeves
Neil Yeates

**President & CEO
Présidente et chef de la direction**
Deborah Apps

**Trans Canada Trail
Sentier Transcanadien**
321, de la Commune Ouest
Suite 300
Montréal, QC H2Y 2E1

Support for the Trail

We were extremely grateful to work, over the summer, with iconic Canadian retailer – Hudson's Bay Company. As part of their multi-faceted Grand Portage program, Hudson's Bay helped to make the bold dream of connecting The Great Trail a tangible reality. They captured the hearts of people in communities across the country with commemorative fundraising merchandise, as well as an inspiring journey that saw a team of adventurers portage from British Columbia to Nova Scotia. These initiatives culminated in an announcement, at the national connection celebration in Ottawa, of a gift of \$1 million from the HBC Foundation.

The *Chapter 150* Campaign continues to work toward its \$75 million goal, and we look forward to announcing realization of this goal early next year.

Trail Progress – A New Chapter

As we celebrated the momentous achievement of cross-country connection of The Great Trail in August, we were reminded that while the Trail is connected, it will never be completed and must now move into its next phase of development. This multi-generational project will be improved upon for years to come.

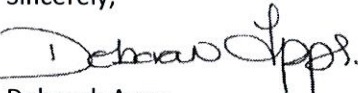
In July, the Trail team had already begun gathering new project submissions from groups across the country; these submissions included projects to improve and enhance existing Trail sections; to expand on The Great Trail network with the addition of loops and spurs, providing more opportunities for exploration and adventure; to make sections more accessible through the installation of guidewires, benches and other amenities; and to convert roadways to greenways.

With the holiday season and colder weather just around the corner, I hope that you are able to take some time to discover your section of The Great Trail; bundle up and try some cross-country skiing, a walk under snow-covered trees, winter biking or a quiet amble on horseback along forested paths. There is no better way to connect with our country, with one another and with ourselves.

If you have any questions, or would like additional information on the Trail, please feel free to contact my office at ceo@tctrail.ca or at 800-465-3636 x. 4341.

Thank you for your continued support.

Sincerely,



Deborah Apps
President & CEO

Encl. The Globe and Mail Supplement – November 18, 2017 – *The Great Trail*

Geoff Baker

From: Tracy Oliver <mosaictracy@gmail.com>
Sent: November 30, 2017 2:58 PM
To: mayor@townofkensington.com; rmann@townofkensington.com;
townmanager@townofkensington.com; mail@townofkensington.com
Subject: Invitation - Canada Mosaic 2018
Attachments: Canada Mosaic-Community2018.pdf

Hello Mayor Caseley and Team,

As the [Canada Mosaic Mural](#) continues to pick up steam, we'd be thrilled to see Kensington produce a Community Mosaic in the project.

The project team travels to your community for 2-3 days of facilitating tile-painting events and producing your mural – in PEI, we currently have [Charlottetown](#) and [Stratford](#) completed in the project, check out their murals in the links here.

Mural events are incredibly inclusive, building connections and a sense of unity between citizens while creating wider links to communities across Canada.

Community productions can be large scale or low key. Some communities use the production and participation in the project to promote an event to raise their community profile, inviting media and using the mural for marketing purposes. Other communities have used the mural production at events and festivals to create community engagement and celebrations, ie. Culture Days, Summer Festivals, Canada Day, Flag Day and other custom events.

Participation requires stewardship and cost for production – I've attached a Community Project Guide with details. Murals can be installed at a location of the community's choice, often we see them installed in areas that communities are looking to drive more traffic to – people come back time and time again to see their mural.

Is this something you'd be interested in pursuing? I am available to discuss further details and answer your questions, please let me know if I can help with your decision-making.

Tracy



Tracy Oliver
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MOSAIC CANADA MURALS



*The National Mosaic Mural
Uniting Communities to Celebrate our Diversity*

Message from Lewis Lavoie

Hello,

How can a piece of art unite a nation and empower communities to celebrate their strength and diversity? As an artist, I am fascinated at the thought of what the final image will be when thousands of individual paintings, created by Canadians from coast to coast, are combined into one overall mosaic mural.

Not long after completing our first mosaic murals thirteen years ago, it became apparent to us that these murals had the ability to involve practically anyone, from professional artist to “first timers”, from the very young to our senior citizens. No matter what their background everyone had one thing in common, they were part of a bigger picture. From the smallest of us to the most influential, we all part of a bigger story. To me, this is the sheer definition of what a community is. It seemed that overnight, communities began asking us to create murals.

Naturally, it came to me it would be incredible to create a mural that would connect our whole country. For years, I have been exploring what this would look like. The timing became perfect to celebrate our diversity as a nation through a united piece of artwork.

I have chosen the train and railroad and feel it is the ultimate theme for connecting these murals. Railways played an integral role in the process of tying regions together. My vision is to do the same with these murals. All aboard!



Lewis Lavoie
Key Artist/Director of Mural Mosaic

Lavoie



Phil Alain, Paul Lavoie, Lewis Lavoie -
Kunamokst Mural at the 2010 Olympic Games

Mural Mosaic

Mural Mosaic began in 2003 and was founded by the trio of Lewis Lavoie, Paul Lavoie and Phil Alain. Lead by renowned artist Lewis Lavoie, the trio is based out of St. Albert AB and have been orchestrating collaborative murals around North America involving artists and non- artists alike from all over the world.

Their murals have been featured at such events as the 2010 Winter Olympics in Vancouver, the 2012 Summer Olympics in London, the Centennial celebration of the Calgary Stampede, the Alberta Saskatchewan Centennial of 2005, the Edmonton Centennial of 2005 and a Royal unveiling for Queen Elizabeth II.

The murals have included special guest team members ranging from renowned artists to celebrity and political guests. Some past participants and guests include The Barenaked Ladies Kevin Hearn, William Shatner, Mike Myers, Dan Aykroyd, Robert Bateman, Michelle Grant, Bill Lishman, Ian Tyson, Former Premiers Lorne Calvert and the late Ralph Klein and literally thousands more.



Project Purpose

Canada Mosaic Mural was launched in 2015 to celebrate our 150th birthday, beginning the journey to complete 150 murals illustrating Canada's cultural and geographical diversity.

The purpose of the project is to create a national mural including all provinces and territories, over 80,000 paintings and 150 individual murals that when united will form one gigantic mural mosaic. The mural, if ever connected would be over 365 meters wide (4 football fields) x 2.5 meters high (8 feet).

The mural will represent a cultural mosaic, a time capsule, a visual portrayal of history, an art masterpiece from the soul of the nation. An art piece that fifty years from now, may inspire another generation, who will in turn be able to celebrate through the mural, and maybe take it upon themselves to add to this memory.

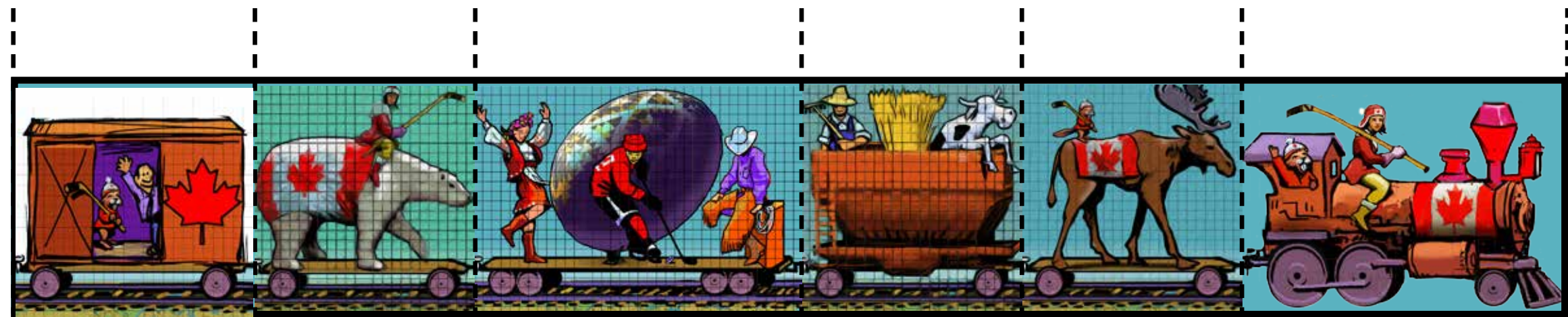
Like the first settlers to come to the country, this project is full of ambition, adventure and the desire to trail blaze into new exciting frontiers. It will also face great challenges and obstacles. But, if history proves itself something remarkable will be born.

Project Goal

150 Mosaic Murals in 150 Communities.

Each province and territory will have several individual communities who will elect to champion a mural production. Each community will host an event inviting participants from far and wide from their region to participate and create their own community mural, which will then connect to the nation.

Upon the completion of the entire Canada Mosaic Mural, each community mural will reside in the town or city where it was created as a legacy of your community and its connection to the communities across Canada.



MOSAIC **CANADA** MURALS

MOSAIC **CANADA** MURALS

The Making of a Community Mural



Community Mural Events

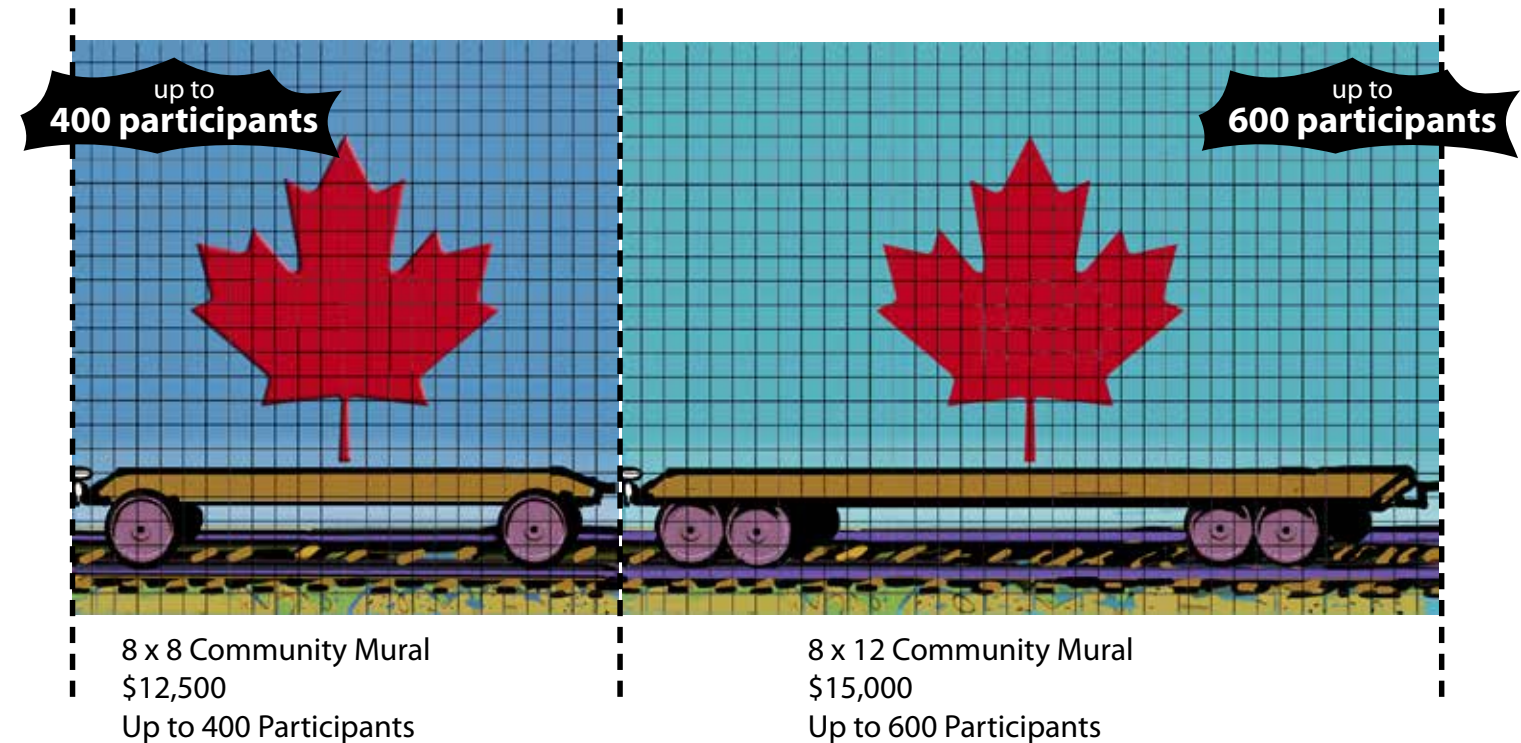
Each community mural created will have between 400-600 tiles to paint. The Canada Mosaic Mural team of artists and facilitators will come to your community and work with you to create an ultimate two-day painting event like no other.

Any skill level is welcome, all ages are welcome, you do not have to be an artist! Every tile painted will be 4 inches x 4 inches in size, creating a unified community mural.

Once your community mural is complete it will be virtually connected to other communities creating one massive overall National mural connecting the country coast to coast. Your mural contribution to the Canada Mosaic Mural will be permanently displayed in your community creating a lasting legacy landmark representing



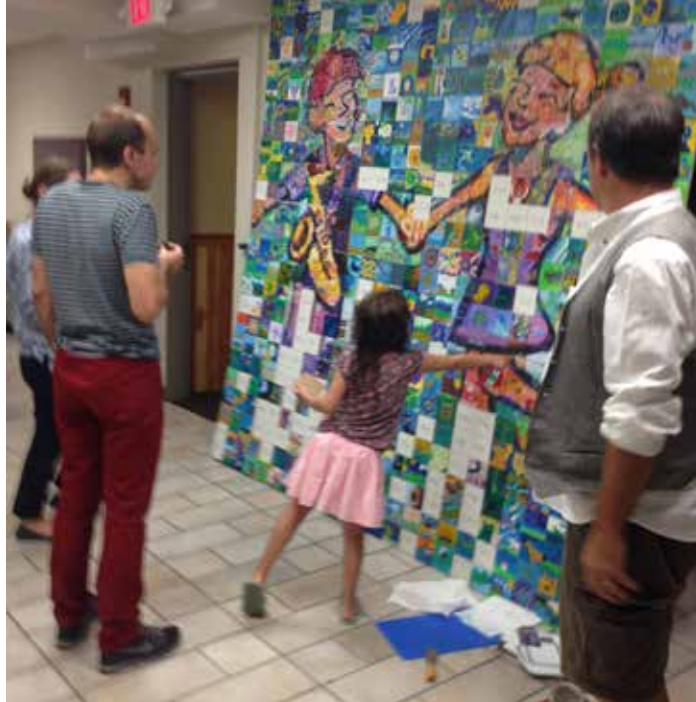
Community Investment



Your Community Mural includes:

- ✓ Mural designed by Lewis Lavoie - uniquely representing your community
- ✓ The Canada Mosaic Mural team travels to your community to facilitate painting workshops
- ✓ All materials
- ✓ Travel and Administrative Costs
- ✓ Up to 600 community members involved
- ✓ Mounting, clearcoating and photographing (ready to hang)
- ✓ 25 poster prints of your completed community mural
- ✓ Online presence virtually connecting to other communities on Canada150Mosaic.com





Contact

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www.canada150mosaic.com