



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

Monday, December 9, 2024 @ 7:00 PM

55 Victoria Street
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
Monday, December 9, 2024 – 7:00 PM**

- 1. Call to Order/Land Acknowledgement**
- 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 12, 2024 Regular Meeting
 - 5.2 December 3, 2024 Special Meeting
- 6. Business Arising from Minutes**
 - 6.1 November 12, 2024 Regular Meeting
 - 6.2 December 3, 2024 Special Meeting
- 7. Reports**
 - 7.1 Chief Administrative Officer Report
 - 7.2 Fire Department Report
 - 7.3 Police Department Report
 - 7.4 Development Permit Summary Report
 - 7.5 Bills List – Town - *Nil*
 - 7.6 Bills List - Water and Sewer Utility - *Nil*
 - 7.7 Bills List – Capital - *Nil*
 - 7.8 Consolidated Summary Income Statement -Town and Water and Sewer Utility - *Nil*
 - 7.9 Credit Union Centre Report

- 7.10 Mayor's Report
- 7.11 Federation of Prince Edward Island Municipalities Report – Councillor Mann
- 7.12 Kensington and Area Chamber of Commerce Report – Councillor MacRae
- 7.13 Heart of PEI Committee – Acting Mayor Jeff Spencer

8. New Business

- 8.1 Request for Decisions
 - 8.1.1 RFD2024-52 - Appointment of Emergency Measures Coordinator
 - 8.1.2 RFD2024-53 - 2024 Annual Christmas Bonus – Exempt Staff
 - 8.1.3 RFD2024-54 - Kensington Bedford Hockey Exchange Financial Contribution - 2025
 - 8.1.4 RFD2024-55 - Donation Request – Kensington Christmas Meals
 - 8.1.5 RFD2024-56 - Donation Request – Kensington and Area Minor Hockey Association U7 Islander Day Jamboree
- 8.2 Other Matters

9. Correspondence

10. Committee of the Whole (In-Camera) – *One item under 119(1)(b) of the Municipal Government Act, PEI.*

11. Adjournment

**Town of Kensington
Minutes of Regular Council Meeting
Tuesday, November 12, 2024
7:00 PM**

Council Members Present: Mayor Rowan Caseley;
Councillors: Toombs, Gallant, Doucette, and Mann

Staff Members Present: CAO, Geoff Baker
Municipal Clerk, Kim Caseley

Regrets: Deputy Mayor Jeff Spencer
Councillor MacRae

1. Calling of Meeting to Order

- 1.1** Mayor Caseley called the meeting to order at 7:00 PM and welcomed Council members and staff to the November meeting of Kensington Town Council. Mayor Caseley acknowledged that the land on which we gather is the traditional and unceded territory of the Mi'kmaq First Nation.

2. Approval of Tentative Agenda

- 2.1** *Moved by Councillor Gallant, seconded by Councillor Doucette to approve the tentative agenda for the November 12, 2024, regular meeting of Town Council. Unanimously carried.*

3. Declaration of Conflict of Interest

- 3.1** *Nil.*

4. Delegations / Presentations

- 4.1** *Nil.*

5. Approval of Minutes of Previous Meeting

- 5.1** *Moved by Councillor Toombs, seconded by Councillor Doucette to approve the minutes from the October 15, 2024 regular meeting of Town Council. Unanimously carried.*
- 5.2** *Moved by Councillor Doucette, seconded by Councillor Gallant to approve the minutes from the October 28, 2024 special meeting of Town Council. Unanimously carried.*

6. Business Arising from Minutes

6.1 October 15, 2024 Regular Meeting

6.1.1 *Nil.*

6.2 October 28, 2024 Special Meeting

6.2.1 *Nil.*

7. Reports

7.1 Chief Administrative Officer Report

7.1.1 *Moved by Councillor Toombs, seconded by Councillor Doucette to adopt the October 2024 CAO Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Doucette, seconded by Councillor Toombs to approve the September 2024 Fire Statistical report as prepared by Fire Chief, Rodney Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

7.3.1 *Moved by Councillor Doucette, seconded by Councillor Gallant to approve the September 2024 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.4 Development Permit Summary Report

7.4.1 *Moved by Councillor Mann, seconded by Councillor Doucette to approve the November 2024 Development Permit Summary Report as prepared by Municipal Clerk, Kim Caseley. Unanimously carried.*

7.5 Bills List Town (General)

7.5.1 *Nil.*

7.6 Bills List Water & Sewer Utility

7.6.1 *Nil.*

7.7 Bills List Capital Expenditures

7.7.1 Nil.

7.8 Summary Income Statement

7.8.1 Nil.

7.9 Credit Union Centre Report

7.9.1 *Moved by Councillor Toombs, seconded by Councillor Mann to approve the Credit Union Centre report for the month of September 2024. Unanimously carried.*

7.10 Mayor's Report

7.10.1 *Moved by Councillor Doucette, seconded by Councillor Toombs to approve the Mayor's report for the month of October 2024 as presented by Mayor Caseley. Unanimously carried.*

7.11 Federation of PEI Municipalities (FPEIM) Report

7.11.1 FPEIM held the Semi-Annual Meeting on Saturday, October 19, hosted by the Rural Municipality of Abram Village.

7.11.2 FPEIM has formed a hiring committee to replace Executive Director, John Dewey.

7.12 Kensington Area Chamber of Commerce (KACC) Report

7.12.1 The Business of Excellence Awards Gala is scheduled for November 28, at the Carriage House in New London.

7.13 Heart of PEI Initiative Report

7.13.1 Nil.

8. New Business

8.1 Request for Decisions

8.1.1 Town of Kensington Council Remuneration Bylaw – Bylaw #2024-01 – Second Reading and Formal Adoption

8.1.1.1 *Moved by Councillor Mann, seconded by Councillor Gallant*

WHEREAS the Municipal Government Act, R.S.P.E.I. 1988, c M-12.1 requires that remuneration and allowances paid to elected officials be

done only by Bylaw;

AND WHEREAS the Town of Kensington is committed to ensuring fair and transparent compensation for its elected officials;

AND WHEREAS Town Council appointed a Remuneration and Allowances Commission to conduct a comprehensive review of current remuneration levels and to draft a report with recommendations;

AND WHEREAS the Remuneration and Allowances Commission has submitted its report to Council, including recommendations for updating the compensation structure for the Mayor, Deputy Mayor, and Councillors;

AND WHEREAS the Council has carefully considered the findings and recommendations of the Remuneration and Allowances Commission and feel it is deemed necessary and in the best interest of the Town to adopt a new Council Remuneration Bylaw in accordance with their recommendations;

AND WHEREAS the Council Remuneration Bylaw was read and approved a first time at a meeting held on October 15, 2024;

BE IT RESOLVED THAT the Town of Kensington Council Remuneration Bylaw, Bylaw #2024-01, be hereby read a second time.

2 for – 2 opposed (Councillors Toombs & Mann). Tied vote passed by Mayor Caseley. Motion carried.

8.1.1.2 Moved by Councillor Mann, seconded by Councillor Gallant

WHEREAS the Municipal Government Act, R.S.P.E.I. 1988, c M-12.1 requires that remuneration and allowances paid to elected officials be done only by Bylaw;

AND WHEREAS the Town of Kensington is committed to ensuring fair and transparent compensation for its elected officials;

AND WHEREAS Town Council appointed a Remuneration and Allowances Commission to conduct a comprehensive review of current remuneration levels and to draft a report with recommendations;

AND WHEREAS the Remuneration and Allowances Commission has

submitted its report to Council, including recommendations for updating the compensation structure for the Mayor, Deputy Mayor, and Councillors;

AND WHEREAS the Council has carefully considered the findings and recommendations of the Remuneration and Allowances Commission and feel it is deemed necessary and in the best interest of the Town to adopt a new Council Remuneration Bylaw in accordance with their recommendations;

AND WHEREAS the Council Remuneration Bylaw was read and approved a first time at a meeting held on October 15, 2024;

AND WHEREAS the Council Remuneration Bylaw was read a second time at this meeting;

BE IT RESOLVED THAT the Town of Kensington Council Remuneration Bylaw, Bylaw #2024-01, be hereby approved.

2 for – 2 opposed (Councillors Toombs & Mann). Tied vote passed by Mayor Caseley. Motion carried.

8.1.1.3 Moved by Councillor Mann, seconded by Councillor Gallant

WHEREAS the Municipal Government Act, R.S.P.E.I. 1988, c M-12.1 requires that remuneration and allowances paid to elected officials be done only by Bylaw;

AND WHEREAS the Town of Kensington is committed to ensuring fair and transparent compensation for its elected officials;

AND WHEREAS Town Council appointed a Remuneration and Allowances Commission to conduct a comprehensive review of current remuneration levels and to draft a report with recommendations;

AND WHEREAS the Remuneration and Allowances Commission has submitted its report to Council, including recommendations for updating the compensation structure for the Mayor, Deputy Mayor, and Councillors;

AND WHEREAS the Council has carefully considered the findings and recommendations of the Remuneration and Allowances Commission and feel it is deemed necessary and in the best interest of the Town to adopt a new Council Remuneration Bylaw in accordance

with their recommendations;

AND WHEREAS the Council Remuneration Bylaw was read and approved a first time at a meeting held on October 15, 2024;

AND WHEREAS the Council Remuneration Bylaw was read and approved a second time at this meeting;

BE IT RESOLVED THAT the Town of Kensington Council Remuneration Bylaw (Bylaw #2024-01), be hereby formally adopted.

2 for – 2 opposed (Councillors Toombs & Mann). Tied vote passed by Mayor Caseley. Motion carried.

8.1.2 Queen Elizabeth Hospital Foundation Annual Donation

8.1.2.1 Moved by Councillor Toombs, seconded by Councillor Gallant

WHEREAS the Queen Elizabeth Hospital Foundation provides essential support to the Queen Elizabeth Hospital, enhancing healthcare services and facilities for the benefit of the Province of PEI, including the Town of Kensington;

AND WHEREAS the Town of Kensington recognizes the importance of healthcare institutions that positively impact the well-being of residents;

BE IT RESOLVED that Kensington Town Council hereby approves a donation in the amount of \$1,000 per year for 10 years to the Queen Elizabeth Hospital Foundation, starting in the 2025/26 fiscal year.

Unanimously carried.

8.1.3 Short Term Rental Request – 19A Pleasant Street

8.1.3.1 Moved by Councillor Gallant, seconded by Councillor Toombs

WHEREAS the owners of a tri-plex property located at 19 Pleasant Street in the Town of Kensington have made an application to convert Unit 19A from a long-term rental to a short-term rental;

*AND WHEREAS Town Council has reviewed the application and determined that the proposed short-term rental complies with Section 3.10 of the Town of Kensington Land Use and Development Bylaw;
BE IT RESOLVED that Town Council hereby approve the conversion*

of a rental unit located at 19A Pleasant Street from a long-term rental to a short-term rental subject to full compliance with the Town of Kensington Land Use and Development Bylaw;

BE IT FURTHER RESOLVED that this approval is granted with the understanding that the short-term rental will operate in a manner that is respectful of the neighborhood and community standards.

Unanimously carried.

8.1.4 Development Permit Application – Island Structural Systems

8.1.4.1 Moved by Councillor Mann, seconded by Councillor Gallant

WHEREAS Island Structural Systems has submitted an application for a development permit to construct a 52' x 80' accessory structure on their property located in the Kensington Business Park;

AND WHEREAS the proposed accessory structure complies with the Town of Kensington's Land Use and Development Bylaw, subject to certain conditions to ensure proper site drainage, access and compliance with town regulations;

BE IT RESOLVED that Town Council hereby approves a development permit application submitted by Island Structural Systems for the construction of a 52' x 80' accessory structure on their property located in the Kensington Business Park, subject to the following conditions:

- 1. Submittal of an Adequate Drainage Plan.*
- 2. Submittal of a Consolidation Plan.*

Unanimously carried.

8.1.5 Kensington Vipers 2024/25 Sponsorship Request

8.1.5.1 Moved by Councillor Toombs, seconded by Councillor Doucette

BE IT RESOLVED THAT Kensington Town Council approve a player sponsorship for the Kensington Moose Plumbing and Heating Vipers for the 2024/25 hockey season in the amount of \$800.00.

Unanimously carried.

8.1.6 Street Light Installation Request – Barrett Street

8.1.6.1 *Moved by Councillor Doucette, seconded by Councillor Toombs*

BE IT RESOLVED that Town Council hereby approve the installation of a 50-watt LED street light on pole number 200855 along Barrett Street, located between the properties of 1 Barrett Street and 26 Broadway Street South.

Unanimously carried.

8.2 Other Matters

- 8.2.1** The Town of Kensington won the 2024 Municipal Achievement Award from the Federation of PEI Municipalities.
- 8.2.1** November 30th is the scheduled date of closing of the real estate transaction for the former Legion property located at 88 Victoria Street.
- 8.2.2** The Kensington Heritage Library celebrates 90 Years on November 21.
- 8.2.3** Mayor Caseley provided Council with a copy of the Home for the Holidays Christmas Festival and noted the Town Christmas Tree lighting kicks off the weekend festivities.
- 8.2.4** December 2nd is the Annual Christmas Dinner for Council and Staff. Please RSVP with Municipal Clerk, Kim Caseley.
- 8.2.5** Councillor Gallant noted that the Kensington Remembrance Day service was well attended and a pleasure to see.

9. Correspondence

- 9.1** A request was received from the PEI Make-A-Wish Foundation with information regarding the Trees of Joy Celebration, which will be held on Monday, December 9th, 2024, at the Delta Hotel, Charlottetown. The request was for Town Council to consider sponsoring a centerpiece for the event. The centerpiece will support the future granting of wishes for children and will be offered to a wish parent(s) at the end of the evening.

Moved by Councillor Toombs, seconded by Councillor Doucette to approve the sponsorship of a Trees of Joy Celebration centerpiece, in support of PEI Make a Wish in the amount of \$500.

Unanimously carried.

- 9.2** A Thank You card from the family of the Late Douglas Doncaster, former Mayor of the Town of Kensington.

10. In-Camera (Closed session)

10.1 *One item under 119(1)(d) of the Municipal Government Act, PEI.*

10.1.1 *Moved by Councillor Doucette, seconded by Councillor Gallant to enter into an In-Camera session at 7:37 pm. Unanimously carried.*

10.1.2 *Moved by Councillor Toombs, seconded by Councillor Doucette to come out of an In-Camera session at 7:50 pm. Unanimously carried.*

11. Adjournment

Moved by Councillor Toombs, seconded by Councillor Doucette to adjourn the meeting at 7:50 PM. Unanimously carried.

Geoff Baker,
CAO

Rowan Caseley,
Mayor

**Town of Kensington
Minutes of Special Council Meeting
December 3, 2024
6:30 PM**

Council Members Present: Acting Mayor Jeff Spencer;
Councillors: Toombs, MacRae, Mann, Gallant and
Doucette

Staff Members Present: Chief Administrative Officer, Geoff Baker
Municipal Clerk, Kim Caseley

1. Calling of Meeting to Order

1.1 Acting Mayor Spencer called the meeting to order at 6:30 PM and welcomed Council members and staff to the December 3rd Special Meeting of Town Council. Acting Mayor Spencer acknowledged that the land on which we gather is the traditional and unceded territory of the Mi'kmaq First Nation.

2. Adoption of Agenda

2.1 *Moved by Councillor Toombs, seconded by Councillor Gallant to approve the tentative agenda for the December 3, 2024 Special Meeting of Town Council.*

Unanimously carried.

3. Committee of the Whole (In-Camera)

3.1 *One item under Section 119(1) (e) and (f) of the Municipal Government Act.*

3.1.1 *Moved by Councillor Gallant, seconded by Councillor MacRae to enter into an In-Camera session at 6:31 pm.*

Unanimously carried.

3.1.2 *Moved by Councillor Toombs, seconded by Councillor Doucette to come out of an In-Camera session at 8:27 pm.*

Unanimously carried.

4. Other Matters

Councillor Gallant declared a conflict of interest and excused himself from the Council Chamber at 8:27 pm.

4.1 Canada Games Legacy Fund – Pickleball Courts Project

4.1.1 *Moved by Councillor Toombs, seconded by Councillor Doucette*

WHEREAS Kensington Committee of Council has recommended the acceptance of the \$270,000.00 funding offer from the Canada Games Legacy Fund for the development of 6 pickleball courts in the amount of \$289,809.48, in the Town of Kensington;

AND WHEREAS the Town of Kensington recognizes the importance of recreational facilities and the benefits they provide to the community;

AND WHEREAS the Town of Kensington has received a letter from the local pickleball club indicating that they are not prepared to commit to the fundraising efforts required to support the Town's financial contribution to the project, nor are they prepared to commit to the ongoing maintenance and management of the pickleball facility, and that the development of pickleball courts does not align with the current priorities of the local pickleball club;

AND WHEREAS Town Council recognizes the available staff resources, staff's concerns around their ability to effectively manage and oversee the development of the pickleball courts project, and to adequately operate and maintain the facility;

THEREFORE BE IT RESOLVED by the Town Council of Kensington that:

- 1. Town Council does not accept the recommendation of Committee of Council to proceed with the development of pickleball courts.*
- 2. Town Council declines the funding offer from the Canada Games Legacy Fund for the development of pickleball courts.*
- 3. Town Council will not proceed with the development of pickleball courts in the Town of Kensington at this time.*

BE IT FURTHER RESOLVED that Town Council will continue to explore other opportunities and projects that align with the essential needs and priorities of a growing community.

Unanimously carried.

Councillor Gallant returned to the Council Chamber at 8:31 pm.

4.2 **Christmas Decorations – Broadway Street**

- 4.2.1** Councillor Mann inquired about the status of the Christmas Decorations along Broadway Street. Mr. Baker requested that the inquiry be brought forward at the Regular Meeting of Town Council on December 9th.

5. Adjournment

Moved by Councillor Toombs, seconded by Councillor Gallant to adjourn the meeting at 8:34 PM. Unanimously carried.

Geoff Baker,
Chief Administrative Officer

Rowan Caseley,
Mayor

Chief Administrative Officers Report

November 2024 – Committee of Council

1. 34-Unit Housing Development (PID 76174)

Water and sewer systems have been extended to the development, with minor deficiencies currently being addressed with the contractor.

2. 24-Unit Housing Development (PID 1050095)

Water and sewer connections for this property have been successfully completed.

3. 20-Unit Housing Development (PID 1036011)

Construction of the 20-unit, three-story building along Barrett Street is ongoing. Water and sewer connections have been established for the property.

4. Ranchland Estates Subdivision

The preliminary subdivision plan is scheduled to be presented at the December Town Council meeting for consideration and approval. At the same meeting, direction will be sought on re-zoning specific parcels within the subdivision. DV8 Consulting is finalizing their report on the development.

5. Legion Re-Zoning Application (PID 79749)

The proposed residential development on the Legion property on School Street will not proceed.

6. Green Space (School Street Parking Lot) Development

This project has been deferred until a suitable funding source is identified and secured.

7. Streetlights

Following Town Council's direction, requests have been submitted to Maritime Electric for a streetlight installation near the Barrett Street/Broadway Street intersection. Additionally, a service request was made to install streetlights where utility poles already exist in the Business Park.

8. Website

All required information has been provided to the website developer, and a framework has been reviewed. However, internal challenges on the developer's end have caused delays. Town staff continue to collaborate with them to ensure timely project completion.

9. Revenue Sharing Negotiations

No further meetings have occurred. A meeting is anticipated for early December.

10. Kensington Vipers Annual Sponsorship

The annual \$800 sweater sponsorship for the Kensington Vipers has been issued.

11. Garden Drive/Victoria Street Intersection

Mayor Caseley sent a letter to the Province of PEI addressing traffic safety concerns at the Garden Drive/Victoria Street intersection. The letter requests a review and consideration for safety improvements in the area.

12. Pickleball Court Funding Application

A memo requesting the Committee's consideration of the pickleball court project has been included in the tentative agenda package.

13. Kensington Community Action Plan to Prevent and End Gender-Based Violence

Town Council formally adopted the Community Action Plan during their October meeting. A public announcement was held at Town Hall on October 30, 2024, with Mayor Caseley issuing a proclamation earlier that month. The Police Department will distribute 500 bookmarks and ribbons to schools and the library during the week of November 25th. Staff continue to advance the action plan.

14. 1960 Fire Department Pumper Truck

The antique fire truck remains in storage while staff develop a proposal for its preservation and public display.

15. Make-A-Wish Donation

As directed by Town Council, a \$500 donation was made to the PEI Chapter of Make-A-Wish to support their annual Trees of Joy event.

16. Credit Union Centre Trail Extension

The second phase of the Credit Union Centre Trail, constructed by the Kensington North Watershed Association (KNWSA) and CUC staff, is now complete. The trail extension, named "Windmill Loop," will officially open on November 23, 2024, at 10 a.m.

17. Council Remuneration Bylaw

The Council Remuneration Bylaw was read a second time and formally adopted during the November Town Council meeting. It is now enacted and will be filed with the Province of PEI.

18. Canada Community Building Fund (CCBF - Gas Tax)

Staff are finalizing five individual capital investment plans, including scopes of work and schedules, to facilitate the receipt of CCBF funds.

19. Meals on Wheels

The annual \$2,000 donation to Kensington Meals on Wheels has been made.

20. Kensington Fire Department Ladder Truck

Representatives from the Fire Department retrieved the ladder truck from Amherst, Nova Scotia, on Friday, November 22nd.

21. Queen Elizabeth Hospital Annual Donation

The donation will be allocated in the 2025/26 fiscal year once the corresponding budget is adopted by Town Council.

22. Kensington Train

The train has been repainted, and plans are in place to replace the railway storyboards in 2025 through the PEI Museum and Heritage Association.

23. Island Structural Systems Development Permit Application

The development permit application has been approved by Town Council, subject to conditions. The Town is awaiting submission of a lot consolidation and drainage plan.

Respectfully Submitted by: Geoff Baker, Chief Administrative Officer

Kensington Fire Department
Occurrence Report 2024

Description	January	February	March	April	May	June	July	August	September	October	November	December	YTD total	% Total
Medical First Responder	3	3	3	6	1	3	6	3	2	5			35	24.82%
Motor Vehicle Accident	5	3	1	2	3	5	4	8	3	3			37	26.24%
Emergency Response - Fuel Spill, etc	0	0	0	0	1	0	3	1	0	0			5	3.55%
Fire Related														
Smoke Investigation	1	1	0	4	0	2	2	0	1	2			13	9%
Outside Fire - Brush, Grass, Utility Pole, etc.	1	1	1	1	0	2	0	0	0	1			7	5%
Structure Fire - House, Building, Vehicle, etc.	2	0	0	4	3	1	3	0	1	1			15	11%
Alarms	2	2	4	2		4	5	3	2	1			25	18%
Total Fire Related	6	4	5	11	3	9	10	3	4	5	0	0	60	
Total Incidents	14	10	9	19	8	17	23	15	9	13	0	0	137	
Mutual Aid Call Out	1							2				1	4	3%
Total Incidents (Including Mutual Aid Provided by KFD)	15	10	9	19	8	17	23	17	9	13	0	1	141	100%
Mutual Aid Call In														
Firefighter Attendance	11	12	10	13	13	13	12	10	12	14				12
Regular Monthly Training - No. of Firefighters	24	19	19	23	18	22	22		25	17				21
Training School/Association Meeting/Department Meeting		18	19	19	20	23		21	23	15				20
Call Area														
Kensington	4	3	5	4	1	4	7	5	3	2			38	27.14%
Malpeque CIC	0	1	0	2	1	4	9	4	1	10			32	22.86%
Zone's 1 to 5	10	6	4	13	6	9	7	6	5	1			67	47.86%
Other	1							2					3	2.14%

Kensington Fire Department October 2024 Fire Report

The Kensington Fire Department responded to 13 calls in October. Following is a breakdown of calls:

Date	Call Details	Location	# Firefighters	# Trucks
Oct. 1 17:02 pm	Structure Fire	Kensington	26	6
Oct. 3 12:16 pm	MFR - Cardiac Arrest	Blue Shank Rd.	8	1
Oct. 5 05:53 am	MFR - Cardiac Arrest	Margate	5	1
Oct. 5 19:03 pm	Sight/Smell of Smoke	Freetown	19	2
Oct. 5 22:14 pm	MFR - Overdose	North Bedeque	6	1
Oct. 8 15:49 pm	2-Vehicle MVC	New Annan	15	2
Oct. 15 06:30 am	MVC - 2 vehicles	New Annan	18	2
Oct. 20 17:26 pm	Residential Fire Alarm	Sea View	11	2
Oct. 22 07:53 am	MFR - Shortness of Breath	Kensington	7	1
Oct. 26 15:27 pm	MFR - Fall From Ladder	Kelvin Rd.	10	1
Oct. 27 21:58 pm	Grass Fire	Traveller's Rest	23	5
Oct. 30 05:57 am	Sight/Smell of Smoke	Traveller's Rest	14	2
Oct. 30 16:40 pm	MVC - 3 Vehicles	Kelvin Rd.	16	3

October 4 - Chief R. Hickey and 3 others traveled to Amherst to see a ladder truck for sale.

October 7 - Association meeting with 15 present.

October 10 - Two kindergarten classes from QEES visited the fire hall.

October 15 - Training with 17 present/

September 16 - Chief R. Hickey, Deputy Chief J. Paynter and Captain D. MacKenzie visited the Cavendish Farms Research Plant in New Annan to familiarize themselves with the facility.

October 19 - Global Magic attended the fire hall for a demonstration of the fire skid they donated.

October 26 - Captain M. Wall was the guest speaker at a meeting of the Spring Valley W.I.

October 31 - Annual Halloween night duty. No incidents..

Rodney Hickey
Chief

[illegible]

Police Department Occurrence Report Summary 2024														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Fraud	3		1		3	1	2		2				12	1.79%
Funeral Escorts	5	1		2	7	5		2		5			27	4.03%
Harrassing Communication		1					1						2	0.30%
Impaired Driver		3	1		2	2			2	4			14	2.09%
Information Files	1	3		1	1			2		1			9	1.34%
Injury Accidents													0	0.00%
Liquor Offences			1				1						2	0.30%
Litter Act													0	0.00%
Lost and Found	1	3	3	3	3	3	1	3	2	1			23	3.43%
Luring Minors		1		1									2	0.30%
Mental Health Act	1	2		2	3		1	1	1				11	1.64%
Mischief	1	1	3	4	2	3	4	1	1				20	2.99%
Motor Vehicle Accidents	5	3	2	3	3	3	1	3	2	1			26	3.88%
Motor Vehicle Act	7	6	6	7	6	9	7	16	8	12			84	12.54%
Municipal Bylaws	1			2									3	0.45%
Off Road Vehicle Act													0	0.00%
Other Criminal Code													0	0.00%
Person Reported Missing			1			1							2	0.30%
Possession of restricted weapon					1	1							2	0.30%
Property Check										1			1	0.15%
Resist Arrest													0	0.00%
Roadside Suspensions													0	0.00%
Robbery													0	0.00%
Sexual Assaults / Interference				1		1							2	0.30%
STEP (Integrated Traffic Enforcement)									3	2			5	0.75%
Sudden Death													0	0.00%
Suspicious Persons / Vehicle			2		1	3	2	5	4	2			19	2.84%
Theft Of Motor Vehicle					1								1	0.15%
Theft Over \$5000													0	0.00%
Theft Under \$5000	1	1		1	5	2	5	3	3				21	3.13%
Trespass Act													0	0.00%
Trespass at Night													0	0.00%
Uttering Threats					1			1	1	1			4	0.60%

Police Department Occurrence Report Summary 2024														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Wellbeing Check	1		1	2	1	1		2		2			10	1.49%
SOTS Issued	33	7	42	27	16	26	10	25	15	31			232	35%
Total Incidents	74	41	73	67	69	74	56	85	58	73			670	100%
HTA Warnings		1	3	8	2	2		2	3	1			22	
Fine Revenue	\$3,635.00	\$1,095.00	\$7,331.00	\$4,352.00	\$2,379.00	\$4,059.00	\$1,790.00	\$3,294.00	\$1,911.50	\$4,312.00			34,158.50	
Foot Patrols in hours	3	2	3	3	3	2	4	5	4	12			41	
Community policing school	6	5	4	4	5	10			6	6			46	
Bike helmet checks				2	2	3	3	2	1	1			14	
Record Checks A (BC)	6,344	5,675	6,314	6,721	5,993	5,620	7,131	10,105	6,369	7,798			68,070	
Record Checks B (KPS)	8	5	9	8	10	9	10	5	10	12			86	
KPS assisting other agencies				2	3	5	1		2	4			17	
Other agencies assisting KPS	1							1					2	

Police Report October 2024

There were zero alarm calls to report for this month.

Assistance files

Police escort for Terry Fox run

Assist Fire department with fire at Valley Truss

KPS assist RCMP with traffic complaint Oct 11

Check point with RCMP Oct 19

Assist RCMP with traffic complaint Oct 23

Assist RCMP with second traffic complaint Oct 23

Year To Date Approved Development Permits Summary Report
2024

Development Permit Category	January	February	March	April	May	June	July	August	September	October	November	December		Total	
Addition Residential additions/alterations									1					1	
New Multi-unit Family Dwelling					3									3	
New Residential Accessory Structure			1				1	3	1					6	
New Residential Deck/Fence/Pools					2			1	1					4	
New Single Family Dwelling										1				1	
Other Industrial					1									1	
Other Residential Accessory Structure								1						1	
Other Residential additions/alterations						1								1	
Renovation Commercial									1					1	
Renovation Residential Deck/Fence/Pools								2	1					3	
Renovation Semi Detached Dwelling								1						1	
Total:								1						23	

Total Estimated Construction Value
\$180,000.00
\$16,800,000.00
\$57,500.00
\$33,500.00
\$190,000.00
\$3,000.00
\$5,000.00
\$200,000.00
\$36,500.00
\$55,000.00
\$17,560,500.00

TOWN OF KENSINGTON – MEMORANDUM

TO: MAYOR AND TOWN COUNCIL, CAO

FROM: ROBERT WOOD, CUC MANAGER

DATE: OCT 2024

SUBJECT: OCTOBER 2024- CREDIT UNION CENTRE REPORT

ATTACHMENT: STATISTICAL REPORT

October 2024

Fitplex

- **Hours of Operation:** 5:00 am – 11:00 pm daily
- **Staffed Hours:**
 - Monday to Thursday: 4:00 pm – 8:00 pm
 - Friday: 9:00 am – 1:00 pm
- **Maintenance:** Windows repaired by Perry Glass

Arena

- **Events:** 3 Wild games played in October
- **Maintenance:** Kevin Arsenault contacted for eavestrough repair
- **Bookings:** Total of 172 hours booked from October 1-31, 2024
 - Minor Hockey: 80.50 hours
 - Wild: 19.50 hours
 - Matrix: 15.50 hours
 - Figure Skating: 36.50 hours
 - Vipers: 9 hours
 - Other: 11 hours

Kensington Cash Draw

- **October 3:** \$141.00
- **October 10:** \$139.00
- **October 17:** \$138.00
- **October 24:** \$143.00
- **October 31:** \$147.00

Ball Fields

- **Maintenance:** Branch Manager contacted to take down safety netting on November 1, 2024

Senior Center

- **Report:** No significant updates (NTR)

Tennis / Pickleball Courts (KISH)

- **Facilities:** Two tennis courts and one portable pickleball court set up for outdoor use
- **Maintenance:** Wind screens taken down in October

CUC Property

- **Facilities:** Outdoor ball hockey, trail by senior center, skate park, and pond are all open and available for use
- **Updates:**
 - Electric car charger moved to the entrance of the arena by the skateboard park
 - Funding approved for trail extension; Kensington North Watershed will collaborate with staff for the additional trail. The new trail was marked and cut out in October, with completion expected in November.

Upcoming Events

- **Nov 29 - Dec 1:** Dave Martin Memorial U18 Hockey Tournament
- **Dec 1, 2024:** Christmas Parade
- **Dec 23, 2024:** Caseley Classic Hockey Tournament

- **Jan 2, 2025:** U9 Hockey Jamboree
- **Feb 22, 2025:** ADL Competition
- **April 2-6, 2025:** Wild Atlantic's
- **April 7-12, 2025:** KISH Hockey Tournament
- **April 22-27, 2025:** Viper Atlantic's

Town of Kensington Credit Union Centre Monthly Statistical Data

2024

[illegible]

2023

[illegible]



Mayor's Report to Town Council

December 4, 2024

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 the Council for decisions.

The Mayor is the designated spokesperson for the town and communicates decisions made by the 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. Agendas (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 (except July and August and December) at 6:30 pm and Town Council meetings are held on the 2nd Monday of each month at 7:00 pm. The agendas (along with supporting information) are emailed to the County Line Courier, Journal Pioneer, CTV, and CBC on Friday afternoon prior to the meetings.

Christmas Parade – Our Christmas parade was a great success with a large number of entries. We also had a great turnout along the route and at the Murray Christian Centre afterwards to meet Santa and enjoy some refreshments. Thank you to staff and volunteers who made this a successful event and to Councillors for collecting food for the Food Bank.

Christmas Party – Thank you to our staff for their organizing of the annual Christmas Party. I have heard many great comments on the organization and the meal.

Home for the Holiday Christmas Festival – Most of the outdoor events from November were delayed until this coming weekend due to weather. I encourage you all to attend some of the events. Thank you to Coreen Pickering who is heading up this initiative and her team of volunteers. This Festival is being hosted by the Town of Kensington but will be organized and run by the volunteers.

Birthday Greetings – I attended Blaine Taylor's 90th birthday celebration and presented him with a congratulatory certificate. I have also signed a congratulatory certificate that will be presented to George MacKay on his 90th birthday.

Lion's Club Memory tree – I attended the lighting of the Lion's Club Memory Tree on the front lawn of Town Hall. It was a nice evening, and we had a great number of attendees.

Christmas Light Judging – I have arranged to have two judges from outside our community to judge the Christmas lights in Town on December 14th beginning at 5PM. Early indications are that they will have some tough decisions.

New Year's Levee – The Mayor's New Year's Levee will be held at Friends and Family Restaurant again this year. We will announce the winners of the Christmas Lighting and the Mayor's Good Neighbour Award. I hope you can all attend.



I would like to thank all Town staff and Councillors for their support with my transition into this new role until such time as a by-election is called. I sincerely appreciate the guidance and words of support I have received. In closing I would like to wish you all a very Merry Christmas and a healthy and Happy New Year.

Jeff Spencer, Acting Mayor
Town of Kensington

Town of Kensington - Request for Decision

Date: December 6, 2024	Request for Decision No: 2024-52
Topic: Appointment of Emergency Measures Coordinator	
Proposal Summary/Background: Division 4 (Sections 144 and 145) of the Municipal Government Act provides that a Municipality must, by bylaw, establish an emergency management program for the municipality that, in the opinion of the provincial Emergency Measures Organization, is adequate and properly integrated with the provincial emergency measures plan. Section 145(4) states that a council shall appoint an emergency coordinator and deputy emergency coordinator who shall be responsible for the implementation, maintenance and execution of the program. It is being proposed that Kensington resident Jack Spencer be appointed as the Emergency Measures Coordinator and that town CAO, Geoff Baker, continue as the Deputy Emergency Measures Coordinator.	
Benefits: <ul style="list-style-type: none">• Will ensure that an EMO Coordinator is in place in the event of an emergency situation.• Will ensure that the Town's Emergency Plan is up to date.	
Disadvantages: <ul style="list-style-type: none">• None noted.	
Discussion/Comments: It is recommended by Committee of Council that Town Council appoint Jack Spencer as the Emergency Measures Coordinator for Kensington, and that Geoff Baker continue as the Deputy Emergency Measures Coordinator.	
Options:	

1. Appoint the Emergency Measures Coordinator and Deputy Emergency Measures Coordinator as proposed.
2. Not appoint the EMO and Deputy EMO Coordinators as proposed and refer the matter back to staff.
3. Provide alternative coordinators.

Costs/Required Resources:

\$1,000 per year (honourarium)

Source of Funding

General Government – Professional Fees Other

Recommendation:

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

BE IT RESOLVED THAT Town Council appoint Jack Spencer as their Emergency Measures Coordinator and that CAO, Geoff Baker continue as the Deputy Emergency Measures Coordinator.

Town of Kensington - Request for Decision

Date: December 6, 2024		Request for Decision No: 2024-53	
Topic: 2024 Annual Christmas Bonus – Exempt Staff			
Proposal Summary/Background: Each year, the Town Council grants a Christmas bonus to exempt staff members. This includes the CAO, Manager of Finance, Municipal Clerk, Administrative Assistant, Police Chief, Deputy Police Chief, Public Works Supervisor, Water and Sewer Utility Manager, and the Credit Union Centre Manager and Assistant Manager. For 2024, it is proposed that the Town Council continue this tradition.			
Benefits: <ul style="list-style-type: none">• N/A			
Disadvantages: <ul style="list-style-type: none">• N/A			
Discussion/Comments: The approximate total cost of the bonus as proposed is \$4,800.00, which would be drawn from the full-time wage expense of each applicable department.			
Options: <ol style="list-style-type: none">1. Authorize the CAO to administer the Christmas Bonus, as recommended.2. Authorize a different amount.3. Not authorize the CAO to administer the Christmas Bonus.			
Costs/Required Resources: Approximately \$4,000.00 (net)		Source of Funding: N/A	

<p>Recommendation:</p> <p>It is recommended that Town Council proceed with authorizing the CAO to administer a Christmas bonus in the amount of \$400.00 net to all exempt employees through the following resolution(s):</p> <p><i>BE IT RESOLVED THAT Town Council authorize the CAO to administer a 2024 Christmas bonus to all exempt staff in the amount of \$400.00 net to each employee.</i></p>	

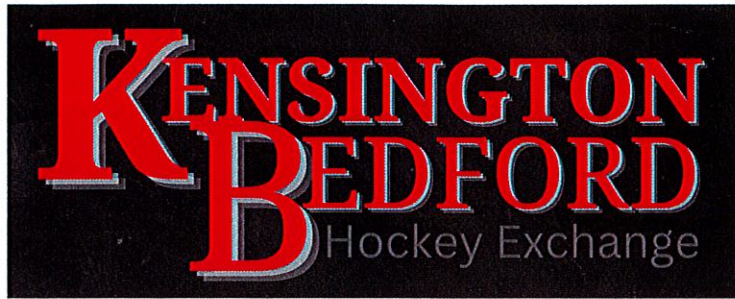
Town of Kensington - Request for Decision

Date: December 6, 2024	Request for Decision No: 2024-54
Topic: Kensington Bedford Hockey Exchange Financial Contribution - 2025	
Proposal Summary/Background: A request (attached) was received from Roxanne Paynter and Bonnie Maddix on behalf of the 57 th Annual Kensington/Bedford Friendship Hockey Exchange Organizing Committee requesting Town Council's consideration of providing financial support for the 2025 Exchange. The 2025 Exchange will take place in Kensington from January 24 th to the 26 th , 2025. The Town has, for the past five years, donated \$1,500 to help support the exchange.	
Benefits: <ul style="list-style-type: none">• Will help support the friendship and cultural exchange in 2025.• Will help support an important youth initiative in our community.	
Disadvantages: <ul style="list-style-type: none">• N/A	
Discussion/Comments: It was recommended by Committee of Council that Town Council consider a \$1,500 donation to the Kensington Bedford Hockey Exchange in 2025.	
Options: <ol style="list-style-type: none">1. Provide the \$1,500 contribution, as recommended.2. Not provide the \$1,500.3. Provide a contribution in a different amount.4. Refer the matter back to staff.	
Costs/Required Resources: \$1,500.00	Source of Funding: General Government – Donations and Grants

Recommendation:

That Town Council consider and adopt the following motion:

BE IT RESOLVED THAT Kensington Town Council provide a financial contribution to the 2025 Kensington-Bedford Friendship Hockey Exchange in the amount of \$1,500.



*Correspondence
Committee of Council*

57th Annual Kensington/Bedford Friendship Hockey Exchange

Bedford Parents Committee

Chair: Roxanne Paynter Co-Chair: Bonnie Maddix

It is that time of year again when parents & teammates are planning this year's Kensington/Bedford Friendship Hockey Exchange. 2025 marks the 57th year of this Hockey & Friendship Exchange that has taken place between Kensington & Bedford, Quebec.

We will be hosting the Bedford players and families from January 24th-26th, 2025, and in return, will travel to Bedford, Quebec on February 21st-24th for a busy weekend of hockey and cultural experiences. Our team consists of 10 dedicated first and second-year U13 male and female players.

We recognize the vital role your donation plays in the Exchange and are greatly appreciative of the generous support you have offered in the past. Costs associated with the exchange have increased drastically as we've seen a 100% increase in bus transportation costs alone to \$12,000. Players and parents have been busy with their fundraising efforts, selling russet potatoes, hosting a fundraising event, and an online auction.

We all look forward to the return of this exchange that spans over 5 decades and its remarkable stories of the friendships that have lasted through the years!

Again, Thank You for your consideration and support in this worthwhile Friendship and Cultural Exchange.

Sincerely,

Roxanne Paynter and Bonnie Maddix
Kensington/Bedford Exchange Committee

kbhockeyexchange@gmail.com 902-439-7638

Town of Kensington - Request for Decision

Date: December 6, 2024	Request for Decision No: 2024-55
Topic: Donation Request – Kensington Christmas Meals	
Proposal Summary/Background: <p>On November 25, 2024, Committee of Council received and considered a donation request from Charlene Gill and Matthew MacKay. The request outlined an initiative to provide meals to seniors and families in need on Christmas Eve. The initiative aims to address various challenges faced by community members during the holiday season, including financial struggles, grief, and mobility issues.</p> <p>The initiative is a collaborative effort involving community partners and local businesses. Meals will be prepared and distributed to approximately 400-500 individuals on Christmas Eve. Any excess funds collected will be allocated to a scholarship in memory of Victoria Boucher and to support local schools' breakfast programs and kids in need.</p>	
Benefits: <ul style="list-style-type: none">• It provides meals for seniors and families who may be struggling financially or facing other challenges.• Excess funds will contribute to a scholarship in memory of Victoria Boucher, helping to support education and honor her legacy.• Additional funds will aid local schools' breakfast programs and assist children in need, promoting better nutrition and learning conditions.	
Disadvantages: <ul style="list-style-type: none">• N/A	
Discussion/Comments: <p>It is recommended by Committee of Council that Town Council approve a donation of \$500 to assist</p>	

with the costs of the Christmas Eve meals being organized by Charlene Gill (Family and Friends Restaurant) and MLS Matthew MacKay.

Options:

1. Provide the \$500 donation, as recommended.
2. Not provide the \$500.
3. Provide a contribution in a different amount.
4. Refer the matter back to staff.

Costs/Required Resources:

\$500.00

Source of Funding:

General Government – Donations and Grants

Recommendation:

That Town Council consider and adopt the following motion:

BE IT RESOLVED THAT Town Council approve a donation of \$500 to the Christmas Eve Meal Initiative organized by Charlene Gill of Family and Friends Restaurant and M.L.A. Matthew MacKay.

Donation Request – Kensington Christmas Meals

Dear Local Businesses of Kensington and surrounding area, Season's Greetings:

In collaboration with community partners, Family and Friends Restaurant, in conjunction with M.L.A. Matthew MacKay, we are preparing to help seniors and families in need this Christmas by providing them with a **meal on Christmas Eve**. We know there can be many challenges that some people face at this time of year including financial struggles, grief, or even mobility issues. We are hoping to brighten Christmas for some of our less fortunate community members.



As a valued business and community leader, we are reaching out to ask for your support in this initiative. Your **monetary donations** will go towards the supplies for these meals. If we happen to collect more donations than the meal costs, the remainder of the funds will be donated to the following: a portion will be donated for a scholarship in memory of Victoria Boucher. The remaining funds will be dispersed between the two local Kensington Schools to support kids in need & the breakfast programs. The individuals and families that will receive these meals will be identified and contacted by representatives. We anticipate that we will be preparing about **400-500** meals on Christmas eve. Don't miss this chance to make a difference this holiday season, some of these individuals do not have the luxury to afford a special Christmas meal, and some individuals do not have family members to have a Christmas meal with. Christmas of 2023, we handed out 410 meals and donated \$8,517.50 to our local food bank.

If you are interested in donating towards this meal, please make **cheques** payable to "People Who Care". **Cash or other donations** can be dropped off at Family and Friends Restaurant at 45 Broadway Street, Kensington. If you would prefer to **e-transfer**, please contact Charlene.

If you have any questions regarding anything mentioned above, or if you would like to arrange e-transfer, please contact Charlene at **(902) 291-3334** or by email at familyandfriendsrest@hotmail.com

Thank you so much for your time and thoughtful consideration!

Sincerely Charlene Gill & Matthew MacKay

Town of Kensington - Request for Decision

Date: December 6, 2024	Request for Decision No: 2024-56
Topic: Donation Request – Kensington and Area Minor Hockey Association U7 Islander Day Jamboree	
Proposal Summary/Background: The Kensington and Area Minor Hockey Association (KAMHA) is hosting a U7 Jamboree on Islander Day, February 17, 2025. This event has historically been a great success, providing a wonderful opportunity and experience for the association's youngest players. Positive feedback from previous years highlights the event's impact on local businesses and the community. KAMHA is requesting the Town of Kensington to donate the ice rental for the jamboree, as has been done in the past.	
Benefits: <ul style="list-style-type: none">• Supports the development of young hockey players in the community.• Fosters a sense of community and local pride through a well-attended event.• Positively impacts local businesses, as evidenced by increased activity at the rink canteen and surrounding businesses during past events.• Continues a tradition of support from the Town of Kensington, reinforcing the town's commitment to local sports and youth activities.	
Disadvantages: <ul style="list-style-type: none">• N/A	
Discussion/Comments: Committee of Council considered the donation request from the KAMHA at their regular meeting held on November 25, 2024, and recommended that Town Council approve the donation of ice rental for the event.	

Options:

1. Donate the ice rental, as recommended.
2. Not donate the ice rental.
3. Provide an ice rental donation of a varying amount.
4. Refer the matter back to staff.

Costs/Required Resources:

\$1,500.00

Source of Funding:

General Government – Donations and Grants

Recommendation:

That Town Council consider and adopt the following motion:

BE IT RESOLVED THAT the Town Council of Kensington approves the donation of ice rental, valued at approximately \$1,500, to the Kensington and Area Minor Hockey Association for the U7 Jamboree on Islander Day, February 17, 2025.



8-4 \$1,500
7 1/2 hr

Kensington and Area Minor Hockey Association
PO Box 659
Kensington, PE
COB1M0

November 20, 2024

The Kensington and Area Minor Hockey Association are hosting a U7 Jamboree on Islander Day February 17, 2025. In the past, this jamboree has been a great success and wonderful opportunity and experience for our association's youngest players. Last year in particular we had great feedback from teams and the rink that the canteen was very busy and that local businesses were also positively impacted by the crowd this event brought to Kensington.

In the past, the Town of Kensington has donated the ice time rental for this jamboree. KAMHA is asking if the Town of Kensington would be able to donate the ice rental for that day again this season.

Thank you for your consideration.

Sincerely,

Amanda Gallant

U7 Coordinator KAMHA

JUST WANTED TO SAY

Thanks



Your thoughtfulness was special
and very timely, too—
How good it is to know
people such as you.

*Thank you for the donation to our
Lions Club for our 70th Anniversary
Lion Beverly Semple
Kensington Lions Club.*