



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

Monday, January 10, 2022 @ 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, January 10, 2022 – 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 December 13, 2021 Regular Meeting
- 6. Business Arising from Minutes**
 - 6.1 December 13, 2021 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 - *Nil*
 - 7.5 Bills List – Town
 - 7.6 Bills List Water and Sewer Utility
 - 7.7 Summary Income Statement
 - 7.8 Credit Union Centre Report
 - 7.9 Mayor’s Report
 - 7.10 Federation of Prince Edward Island Municipalities Report – Councillor Mann

- 7.11 Heart of PEI Initiative Report – Deputy Mayor Pickering
- 7.12 Kensington and Area Chamber of Commerce Report – Councillor Gallant
- 7.13 PEI 55 Plus Games – Councillor Gallant

8. New Business

8.1 Request for Decisions

- 8.1.1 RFD2022-01 - Broadway Street South Water and Sewer Main Extension - Borrowing Resolution

8.2 Other Matters

9. Correspondence

10. Committee of the Whole (In-Camera) – *Once item under Section 119(d) of the Municipal Government Act, PEI*

11. Adjournment

**Town of Kensington
Minutes of Regular Council Meeting
Monday, December 13, 2021
7:00 PM**

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

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

Visitors: Kyle Reid – 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 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 Deputy Mayor Pickering, seconded by Councillor Toombs to approve the tentative agenda for the December 2021 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 MacRae, seconded by Councillor Spencer to approve the minutes from the November 8, 2021 regular meeting of Town Council. Unanimously carried.*

6. Business Arising from Minutes

6.1 November 8, 2021 Regular Meeting

6.1.1 *Nil.*

7. Reports

7.1 Chief Administrative Officer Report

- 7.1.1** *Moved by Councillor Spencer, seconded by Councillor Gallant to adopt the November 2021 CAO Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.2 Fire Department Statistical Report

- 7.2.1** *Moved by Deputy Mayor Pickering, seconded by Councillor Toombs to approve the October 2021 Fire Statistical report as prepared by Fire Chief, Rodney Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

- 7.3.1** *Moved by Councillor MacRae, seconded by Councillor Spencer to approve the October 2021 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

- 7.3.2** Chief Sutherland offered to make a presentation to Town Council on the new E-Watch camera system that was recently implemented within the Town. Council noted they would welcome the opportunity to meet the new police officers during the presentation. Staff will plan a presentation and introductions at the January Committee of Council meeting.

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

7.4 Development Permit Summary Report

- 7.4.1** *Moved by Councillor Toombs, seconded by Councillor Spencer to approve the December 2021 Development Permit Summary Report. Unanimously carried.*

7.5 Bills List

- 7.5.1** *Moved by Councillor Mann, seconded by Councillor MacRae to approve the October 2021 Bills in the amount of \$224,003.07. Unanimously carried.*

- 7.5.2** *Moved by Councillor Mann, seconded by Councillor Toombs to approve the October 2021 Water & Sewer Utility Bills in the amount of \$12,833.76. Unanimously carried.*

7.6 Summary Income Statement

- 7.6.1** *Moved by Councillor Spencer, seconded by Councillor Mann to approve the Summary Income Statement for the month of October 2021. Unanimously carried.*

7.7 Credit Union Centre Report

7.7.1 *Moved by Councillor Toombs, seconded by Councillor Spencer to approve the Credit Union Centre report for the month of October 2021. Unanimously carried.*

7.7.2 Councillor Gallant expressed concern that the new COVID sign in sheet at the FitPlex does not require a phone number. Mr. Baker will confirm with Mr. Wood that tracking is being completed in their electronic system.

7.8 Mayor's Report

7.8.1 *Moved by Councillor Spencer, seconded by Councillor MacRae to approve the Mayor's report for the month of December 2021 as presented by Mayor Caseley. Unanimously carried.*

7.8.2 Mayor Caseley announced that due to COVID restrictions the Annual Mayor's New Years Day Levee will be cancelled.

7.8.3 Mayor Caseley and Council discussed, and consensus was given for staff to investigate & recommend options for additional EV-charging stations within the Town. Staff will bring information forward to January's Committee of Council meeting.

7.9 Federation of PEI Municipalities (FPEIM) Report

7.9.1 FPEIM recently approved two Youth on Board students to participate in their meetings.

7.9.2 The Federation recently approved a contract with Canoe Procurement to provide Municipalities with Group Benefits.

7.9.3 The Province recently appointed Sandy Hermiston, as P.E.I.'s first-ever ombudsperson following the passing of the Ombudsperson Act.

7.9.4 Councillor Mann noted that the FPEIM Semi-Annual meeting may be postponed due to the November 2022 Municipal Elections.

7.10 Heart of the Island Initiative Report

7.10.1 The Heart of PEI will be launching their website shortly.

7.11 Kensington Area Chamber of Commerce (KACC) Report

7.11.1 The Annual Awards Gala went very well with a sold-out attendance.

7.11.2 The Chamber has been working on reaching out to potential new members.

7.12 PEI 55 Plus Games

- 7.12.1** Councillor Gallant discussed the 2022 the 55+ Games with Kim Picketts and requested that planning start in the next few months. Ms. Picketts indicated she will discuss with the 55+ Games board and report back to Councillor Gallant.

8. New Business

8.1 Request for Decisions

8.1.1 Kensington Fire Department – Water Tanker Vehicle Purchase & Borrowing Resolution

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

BE IT RESOLVED THAT Kensington Town Council award a contract to Helie Fire Trucks for the provision on one (1) Tanker Fire Vehicle as per their proposal dated November 16, 2021 in the amount of \$286,000 plus HST.

Unanimously carried.

8.1.1.2 *Moved by Deputy Mayor Pickering, seconded by Councillor Spencer*

WHEREAS Section 164 of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1. authorizes a Town Council to borrow money for the completion of a capital project;

AND WHEREAS Town Council has authorized the purchase of a new Tanker Vehicle for the Kensington Fire Department;

AND WHEREAS the amount to be borrowed will not cause the Town to exceed its legislated debt capacity;

BE IT RESOLVED that the Town of Kensington be empowered to borrow \$286,000 from the Scotiabank, under the following terms:

i. repayable in full by Town Council over an amortization period not to exceed 20 years.

ii. at an interest rate of Prime, less 0.3% per annum with interest payable monthly.

iii. Advances repayable on demand.

8.1.2 Subdivision/Consolidation and Disposal of Lands of the Town of Kensington – Achieve Marketing Inc.

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

WHEREAS a request has been received from Kevin Waugh, Owner of Achieve Marketing Inc., for the purchase of a 228 square meter portion of Lot 21-26 (Portion of PID No. 76406) within the Town of Kensington Business Park;

AND WHEREAS Town Council will first have to approve a subdivision of the property from Lot 21-26 (Portion of PID No. 76406) and a consolidation to the lands of Achieve Marketing Inc. (PID No. 1022078), to facilitate the sale of the property;

AND WHEREAS the subdivision/consolidation has been reviewed against the Town of Kensington Development Control Bylaw and is found to be in general compliance therewith;

BE IT RESOLVED THAT approval be granted to subdivide Parcel B from Lot 21-26 (Portion of PID No. 76406), being lands of the Town of Kensington, as per Survey Plan No. 19257-S03, dated December 7, 2021, as drawn by Locus Surveys Ltd;

BE IT FURTHER RESOLVED THAT approval be granted to consolidate Parcel B to PID No. 1022078, being lands of Achieve Marketing Inc., as per Survey Plan No. 19257-S03, dated December 7, 2021, as drawn by Locus Surveys Ltd.

Unanimously carried.

8.1.2.2 *Moved by Councillor Mann, seconded by Deputy Mayor Pickering*

WHEREAS a request has been received from Kevin Waugh, Owner of Achieve Marketing Inc., for the purchase of a 228 square meter portion of Lot 21-26 (Portion of PID No. 76406) within the Town of Kensington Business Park;

AND WHEREAS the 228 square meter portion (Parcel B – Plan No. 19257-S03) was subdivided from the Town’s property (Portion of PID No. 76406) and consolidated to Achieve Marketing Inc.’s property (PID No. 1022078) at a regular meeting of Town Council held on December 13, 2021;

BE IT RESOLVED THAT Town Council authorize the sale of a 228 square meter portion of lot 21-26 (portion of PID No. 76406), within the Kensington Business Park to Achieve Marketing Inc. at a price of \$8,500.00 plus HST.

Unanimously carried.

8.1.3 Kensington Lagoon Mechanical Building Upgrades Project – Tender Award

8.1.3.1 *Moved by Councillor Toombs, seconded by Councillor MacRae*

BE IT RESOLVED THAT Kensington Town Council award the contract for the Kensington Lagoon Mechanical Building Upgrades Project to Hansen Electric Ltd. as per their tender submission in the amount of \$123,450.00 plus HST.

Unanimously carried.

8.2 Other Matters

8.2.1 Councillor Gallant spoke on a recent incident that occurred at an Island Hockey Tournament in Charlottetown where Mark Connors, a player on the U18 Halifax Hawks team was called racial slurs. Councillors publicly acknowledged their disappointment in how he was treated and agreed that a support letter be drafted and sent to Mr. Connors.

8.2.2 Councillor Spencer noted that the snow clearing on Pleasant Street (between Broadway Street and Linwood Drive) has not been pushed back to the edge of the pavement, resulting in the narrowing of the street. Mr. Baker will follow up with the Department of Transportation regarding this concern.

9. Correspondence

9.1 A Thank You Card from the KARSI Steering Committee for the Town's recent donation.

9.2 A donation request from the IWK Foundation for the purchase of three new specialized Babylog ventilators for the NICU.

Moved by Councillor Gallant, seconded by Councillor Spencer to approve a \$100 financial donation to the IWK Foundation in support of the purchase of three new specialized Babylog ventilators for the NICU. Unanimously carried.

Kyle Reid excused himself from the Council Chamber at 7:44 pm.

10. In-Camera (Closed session)

10.1 Committee of the Whole (In-Camera) – One matter under Section 119(e) of the Municipal Government Act

10.1.1 *Moved by Councillor Toombs, seconded by Councillor MacRae to enter into an In-Camera session at 7:45 pm. Unanimously carried.*

10.1.2 Moved by Councillor Toombs, seconded by Councillor MacRae to come out of an In-Camera session at 7:47 pm. Unanimously carried.

10.2 Moved by Deputy Mayor Pickering, seconded by Councillor Gallant

BE IT RESOLVED THAT Town Council authorize the CAO to settle the insurance claim for the James Mullally Blacksmith Shop based on a depreciated payout in the amount of \$47,147.28.

Unanimously carried.

11. Adjournment

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

Geoff Baker,
CAO

Rowan Caseley,
Mayor

Town of Kensington		
CAO's Report for Town Council - January 2022		
Item #	Project/Task	Status
1	Xplornet Internet Antenna	NO UPDATE No schedule has been provided at this point in time as to when the antenna will be installed.
2	Property Taxation Issues	A presentation was made to Municipal CAO's on November 25, 2021 from the Property Taxation Division of the Provincial Government on property assessment procedures.
3	Official Plan and Zoning Bylaw 5 Year Review	Staff have drafted a memo to the Planning Consultant on Development Control Bylaw Issues. It is hoped that this project can proceed again, in light of amendments to the Planning Act and the current COVID-19 restrictions.
4	Asset Management	NO UPDATE All asset management files have been received. I am trying to set up a meeting with the consultant to ensure a proper interpretation of the asset class forecasts and next steps in the development of the asset management plan.
5	Business Park Lot Sales	I have forwarded 23 emails to those companies/individuals that have expressed interest in purchasing properties in the new business park. Initial conversations have taken place with some prospective purchasers and we look forward to the sale of some lots in the short term.
6	Wastewater Treatment Plant Mechanical Upgrades	The tender for the project was awarded to Hansen Electric, as approved by Town Council. Work on the project is expected to begin later this month and should be completed within approximately 13 weeks.
7	Letter to Mark Connors	The letter to Mark Connors was drafted and sent as directed by Town Council during their December meeting.
8	Police Study/Service Model Review	NO UPDATE Other project work and requirements have consumed the greater majority of my time in recent months. I have begun working on the implementation plan for Town Council's consideration, however at this point I have not found an opportunity to complete it. I will continue to dedicate time and resources to this project as other priority items are completed.
9	Investing in Canada Infrastructure Program (ICIP) - Wellfield Upgrades	NO UPDATE The project is nearing substantial completion. The generators and related components are all installed and operational, the Chlorine Analyzer has been adjusted and appears to be working correctly such that the chlorine injection rate can be monitored continuously and remotely. The new SCADA system has been installed and is working correctly. Staff have been provided training on the use of all systems.
10	IWK Donation	The donation to the IWK in the amount of \$100 to support the purchase of ventilators was made in December, as directed by Town Council.
11	Active Transportation Fund	The Victoria Street East portion of the project was awarded to Curran and Briggs. This work will proceed in the spring of 2022. The remaining portions of the project (Broadway Street South and Barrett Street) are planned to proceed in 2022 following the installation of the Broadway Street South Water and Sewer Extension project and the Province's Barrett Street Storm Sewer Installation project. I will be meeting with WSP during the week of January 10, 2022 to firm up plans around these projects.
12	Town Hall Chair Lift	A request was received from one of the tenants on the lower floor of the Town Hall requesting the Town's consideration of installing a chair lift at the Town Hall, to facilitate easier access for those with mobility issues. While no commitment was provided, staff have begun to research potential solutions, pricing, funding eligibility, etc. Thus far, I have met with the Provincial Elevator Inspector, the Provincial Fire Marshal's Office and a contractor. Further information will be presented to Town Council as the potential project progresses.
13	Commercial Street/Broadway Street Intersection	NO UPDATE At a meeting held on March 8, 2021 with Stephen Yeo and Alan Aitken of the Provincial Department of Transportation, a commitment was made that the Province would review the parking layout at the Commercial Street/Broadway Street Intersection. Several requests have been for updates on the review process, however to date, no response has been received.
14	Confederation Trail Road Crossings	NO UPDATE The Province has committed to providing lighted (flashing beacon) pedestrian crossing signs at two Confederation Trail road crossings within the Town. It was committed that the signs would be installed by the end of May, 2021. The beacon signs were proposed to be installed at the Victoria Street East road crossing and the Broadway Street North road crossing. Additional signage may be installed in the future at other crossings in the Town. To date none of the signs have been installed, nearly six months after they were committed to being installed. I have made several requests to the Department of Transportation for a status update on when the signs will be installed to which I have received no response.
15	Kensington Business Park	Road A - Sewer main, manholes and services completed including pressure testing, vacuum testing and video inspection. Watermain, Hydrants and services completed including pressure testing. Disinfection to be completed by December 24th. Sewer Force main has been installed and pressure tested. Storm main and catch basins are completed to Sta. 0+240 (CB 4). Road constructed to base asphalt to Sta. 0+285. Remaining road construction and seal placement to be completed in the spring of 2022. Curb placement completed to Sta. 0+290. Remaining curb to be placed in the spring of 2022. ROW through Brown property has been stripped and foundations removed. Landscaping to be completed. Road B - Sewer main, manholes and services completed including pressure testing, vacuum testing and video inspection. Watermain, Hydrants and services competed including pressure testing. Disinfection to be completed by December 24th. Storm main and catch basins completed. Curb placement has been completed. Road construction has been completed to Sta. 0+050. Asphalt seal to be placed from Sta. 0+050 to Road A intersection in the spring of 2022. Landscaping to be completed. Road C - Sewer main, manholes and services completed including pressure testing, vacuum testing and video inspection. Watermain, Hydrants and services competed including pressure testing. Disinfection to be completed by December 24th. Storm man and catch basins completed. Curb has been completed. Road construction has been completed. New Driveways to Trailside Plaza/Bottle Exchange have been constructed. Landscaping to be completed. Lift Station - Chamber has been installed, leakage testing to be completed. Building has been placed and electrical work is ongoing. Generator pad has been constructed, generator expected delivery is May 2022. Mechanical pipe work is ongoing, pumps have been delivered to site. Additional to the above progress MECL has been to site to lay out power pole locations and has began placing poles. Project is approximately 75% complete.
16	Business Park - Portion of Lot 21-26.	Staff are proceeding with the sale of a portion of Lot 21-26 in the Business Park, as directed. The closing date has been set for January 18, 2022.
17	Invest in Canada Infrastructure Fund - Broadway Street South Water and Sewer Main Extension Project	The approval letter was received from the Province in December, 2021. A Request for Decision has been circulated with the tentative agenda package requesting Council's consideration of approving a borrowing resolution to facilitate the completion of the project.
18	Blacksmith Shop/Go! Fish	The Blacksmith Shop was demolished and removed on Tuesday, November 9 as directed by Town Council. The final depreciated payout settlement from the insurance company is expected to be completed shortly.
19	Collective Bargaining Agreement Negotiations	Negotiations were held over four days September 27, 28 and October 1 and 15. While no agreement has been reached at this point in time, significant progress was made and only a couple of issues remain outstanding. With some Police department staff accepting positions with other organizations recently, the Local's bargaining committee required reorganization. I am hopeful that further information can be brought before the January Committee of Council meeting in this regard.

Item #	Project/Task	Status
20	Relocation of Town of Kensington Signs and Speed Radar signs	NO UPDATE Public Works staff are busy completing other maintenance items currently. The signs will be relocated as expeditiously as possible. I have scouted new locations for the signs and will discuss these with the Province, as we are placing the signs within their right of way.
21	Rural Growth Initiative Funding Application	NO UPDATE The application has been submitted. At this point in time we have not received any indication as to whether or not the project will be approved for funding. Staff made a subsequent application for the project through an ACOA funding program, which we hope to receive word on shortly. We were hopeful that we will receive formal notification on the applications prior to the holiday season however this did not happen. Staff continue towards resolving any issues around the funding applications. .
22	Water Meter Upgrades Project	The contractor has installed the required software and 95 of the 222 radio transmitters have been installed. More transmitters will be installed throughout the month of January, 2022. There have been some delays associated with the inability to get the required equipment.
23	Electric Vehicle (EV) Chargers	Staff intend on bringing forward a report to the January Committee of Council meeting on EV Chargers; potential projects, costs, funding sources, etc.
24	Fire Department Tanker Truck	The contract for the provision of the Tanker Truck was awarded to Helie Fire Trucks in December, 2021. It is expected that the Truck will be delivered, as scheduled, in January, 2022.
25	Senior Center Renovation	The wall separating the upper and lower floors of the Senior's Center facility is expected to be installed throughout January, 2022.
26	Website	Staff have begun the process of drafting a Request for Proposals for the creation of a new website.

Kensington Fire Department
Occurrence Report 2021

Description	January	February	March	April	May	June	July	August	September	October	November	December	YTD total	% Total
Medical First Responder		3	1	1				3	1	1			10	12.50%
Motor Vehicle Accident	4		4			4	2	2	2	2	3		23	28.75%
Emergency Response - Fuel Spill, etc					1		1						2	2.50%
Fire Related														
Smoke Investigation							1		2				3	4%
Outside Fire - Brush, Grass, Utility Pole, etc.				2	1		1						4	5%
Structure Fire - House, Building, Vehicle, etc.	3	1	1	2	3	3		4			1		18	23%
Alarms	2	2		1	3	1	2	4		3			18	23%
Total Fire Related	5	3	1	5	7	4	4	8	2	3	1	0	43	
Total Incidents	9	6	6	6	8	8	7	13	5	6	4	0	78	
Mutual Aid Call Out										1	1		2	3%
Total Incidents (Including Mutual Aid Provided by KFD)	9	6	6	6	8	8	7	13	5	7	5	0	80	100%
Mutual Aid Call in														
Firefighter Attendance	15		17	14	17	12	12	14	15	15	18		15	14.90
Regular Monthly Training - No. of Firefighters	19		24		20	18	0	0		20	19		15	15
Training School/Association Meeting/Department Meeting			22	20	18	21	0	0	24	0	19		14	14
Call Area														
Kensington	3	1	1		1		2	1	1	3			13	16.46%
Malpeque CIC	1		1	2	6	3	1	4	2	1			21	26.58%
Zone's 1 to 5	4	5	4	4	1	5	4	8	2	3	3		43	54.43%
Other	1										1		2	2.53%

NOVEMBER 2021

The Kensington Fire Department responded to 4 calls in November and the average attendance for the fire calls was 18. Following is the breakdown of calls:

Date	Call Details	Location	# Firefighters	# Trucks
Nov. 1	MVC - fluids leaking	Barbara Weit Rd.	23	3
Nov. 11	Assist Kinkora FD with water for potato warehouse fire	Newton	stand down	--
Nov. 29	MVC	Traveler's Rest	13	2
Nov. 29	MVC - entrapment	Freetown	19	2

November 2 - Association meeting was held with 19 members present/

November 11 - 14 firefighters attended the Remembrance Day ceremony at the Kensington cenotaph.

November 16 - Monthly training was held with 19 firefighters present.

November 20,21 - Firefighter Jordan MacLean attended a 2-day MFR training in Summerside.

November 21 - Water shuttle exercise with New London, New Glasgow, Rustico, Summerside, Kinkora and Kensington fire departments.

Rodney Hickey
Chief

[illegible]

Police Department Occurrence Report Summary 2021														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Fire Prevention Act	1	1			1			1					4	0.52%
Firearm Act						1							1	0.13%
Forcible confinement													0	0.00%
Fraud	2	1		2		1		1	1	1	1		10	1.30%
Funeral Escorts	1	2	1	1	1	2	1	3	2	2	5		21	2.73%
Harrassing Communication						1	1	1	3		2		8	1.04%
Impaired Driver	1	1	1	2				5	1	1	1		13	1.69%
Information Files	1									4			5	0.65%
Injury Accidents													0	0.00%
Liquor Offences	1			1		1			2				5	0.65%
Litter Act			1										1	0.13%
Lost and Found	2		3		1	1	2	3	3	3	2		20	2.60%
Luring Minors													0	0.00%
Mental Health Act	2		2				1			2			7	0.91%
Mischief		2	1	2		2		3	1	2	2		15	1.95%
Motor Vehicle Accidents	2		2	4		1	2	2	3	1	3		20	2.60%
Motor Vehicle Act	4	5	5	5	9	3	6	5	8	11	7		68	8.85%
Municipal Bylaws	2	1	1	1		1	5	2					13	1.69%
Off Road Vehicle Act		3	1					3		2			9	1.17%
Other Criminal Code			1			1							2	0.26%
Person Reported Missing					1				2		1		4	0.52%
Possession of restricted weapon													0	0.00%
Property Check							1						1	0.13%
Resist Arrest													0	0.00%
Roadside Suspensions						2		1					3	0.39%
Robbery													0	0.00%
Sexual Assaults / Interference											1		1	0.13%
STEP (Integrated Traffic Enforcement)		1				3				1	2		7	0.91%
Sudden Death													0	0.00%
Suspicious Persons / Vehicle				2	2	1	2	2	1	1	1		12	1.56%
Theft Of Motor Vehicle		1					1						2	0.26%
Theft Over \$5000							1						1	0.13%
Theft Under \$5000	3	1	1				4	2	1		2		14	1.82%

Police Department Occurrence Report Summary 2021														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Trespass Act	1							1		3			5	0.65%
Trespass at Night					2								2	0.26%
Uttering Threats						1	1				2		4	0.52%
Wellbeing Check	2	1	2			2	2		1	1			11	1.43%
SOTS Issued	17	23	24	26	45	32	49	35	27	27	14		319	42%
Total Incidents	53	58	56	60	78	66	95	86	74	84	58		768	100%
HTA Warnings	12	3	20	2	1	2	2	1	12	11	8		74	
Fine Revenue	\$2,712.50	\$3,207.00	\$3,808.00	\$5,142.00	\$7,196.00	\$4,901.00	\$5,864.00	\$5,054.50	\$3,260.50	\$4,247.50	\$2,155.00		47,548.00	
Foot Patrols in hours	2	2	3	2	3	4	4.00	3	4	3	2		32	
Community policing school	6	4	6	7	6	9			8	15	14			
Record Checks A (BC)	9,403	8,280	12,310	15,656	9,800	10,437	10,298	10,875	12,814	12,070	11,194		123,137	
Record Checks C (KPS)	6	4	3	16	8	8	10	8	15	11	11		100	
KPS assisting other agencies		1		1				2		1	1		6	
Other agencies assisting KPS		2	3								3		8	

Police Report November2021

There was 1 alarm call to report for this month.

Nov 29 @ 2140hrs – Maritime Harness Racing – member attended.

The 1 assistance file was taking a statement for Whitehorse RCMP.

Assist RCMP Nov 13 – Traffic Collision

Assist RCMP Nov 13 – Crowd control at Party

Assist RCMP Nov 16- Breach file

RCMP assist KPS Nov 15- breach file

Town of Kensington Bills List November 2021

Amalgamated Dairies Limited	4921323016	\$4.83
Amalgamated Dairies Limited	4921316018	\$34.85
ADL Foods	2471891	\$542.97
ADL Foods	2472817	\$631.90
ADL Foods	2474075	\$422.05
Adrien Bernard	2021 HONORARIUM	\$250.00
Aliant	8725093	\$30.48
Aliant	8723243	\$231.33
Andrew Griffin	NOV 2021 RRSP	\$526.00
Bell Mobility	2-401903	\$201.25
Bonnie MacRae	2021 HONORARIUM	\$1,748.00
Brenda MacIsaac	NOV 2021 RRSP	\$304.52
Canadian Tire	NOV 12, 2021 CUC	\$40.15
CIBC Securities Inc	NOV 2021 RRSP	\$424.94
Clark Masonry	3690 BLACKSMITH SHOP FORGE	\$2,530.00
Cogsdale	MN0004259 ANNUAL MAINTENANCE	\$8,676.89
Combat Computer Inc	81318 2 VAX PASS TABLETS /SET UP	\$1,811.49
Combat Computer Inc	81320 HARD DRIVE REPLACEMENT	\$254.43
Combat Computer Inc	81321 CUC & PW COMPUTER SET UP	\$327.75
Combat Computer Inc	80391 POL 2 MICROSOFT 365	\$306.02
Combat Computer Inc	80178 JAN - MAR 22 BACKUPS	\$465.58
Combat Computer Inc	80890 COPIES	\$187.77
Combat Computer Inc	81193 POL KEYBOARD & MOUSE	\$58.06
Combat Computer Inc	81230 FIRE PRINTER/PHOTOCOPIER	\$1,060.00
Combat Computer Inc	81226 NETWORKING EQUIP UPDATE	\$2,444.38
Combat Computer Inc	81225 SERVER -2 BACKUP HARD DRIVES	\$428.35
Controls & Equipment	63391 ANNUAL MAINTENANCE	\$543.95
Controls & Equipment	63095 POL AIR CONDITIONER	\$211.60
Coreen Pickering	2021 HONORARIUM	\$4,193.00
Craig Boan Enterprises Ltd	629 POLICE FLASHES	\$717.00
Credit Union Financial Management	NOV 2021 RRSP	\$899.56
Cummins Sales and Service	AT41193/41194	\$15.50

Canadian Union of Public Employees	NOV 2021 UNION DUES	\$571.08
D.W Mechanical	1840 PW EQUIPMENT MAINTENANCE	\$1,006.25
D.W Mechanical	1841	\$201.25
D.W Mechanical	1842	\$80.50
Davis & Henderson Ltd	GEN CHEQ NOV 21	\$319.01
Dunk River Industries	15034 FIRE TRUCK REPAIR	\$1,561.12
Eastlink	17491151	\$23.00
Eastlink	17490901	\$109.19
Eastlink	17490374	\$815.02
Eastlink	17529217	\$157.44
Eastlink	17541849	\$110.34
FCM	29366-H4S1W1 ANNUAL DUES	\$621.51
Federation of PEI Municipalities	3481 REGISTRATION	\$172.50
Frito Lay Canada	43541206	\$122.74
Frito Lay Canada	43541419	\$80.52
Frontline Outfitters	55272 POLICE UNIFORMS	\$392.82
Geoff Baker	NOV 2021 MILEAGE	\$310.20
Graeme Young	NOV 2021 RRSP	\$188.60
HMS Office Supplies Ltd	807522 MAYORS CHAIR REPAIRED	\$57.50
HMS Office Supplies Ltd	804873 POL LOCKER	\$230.00
Holland College	542520 POL FULFORD JACKET	\$476.10
Holland College	542496 POL STEWART KIT	\$502.86
Holland College	542495 POL FULFORD KIT	\$580.68
Holland College	542498 POL STEWART JACKET	\$476.10
Holland College	542499 POL CHIEF BOOTS/FLASHLIGHT	\$417.02
Holland College	542497 POL STEWART HOLSTER	\$205.92
Ideal Auto Parts Ltd	133882	\$33.34
Ideal Auto Parts Ltd	133913	\$170.66
Irving Oil	34199054	\$148.29
Irving Oil	34220935	\$395.41
Irving Oil	30469	\$283.47
Irving Oil	34229183	\$458.51
Irving Oil	429464	\$200.66
Irving Oil	121496	\$614.24

Irving Oil	229416	\$284.42
Irving Oil	723728	\$101.82
Irving Oil	826437	\$402.89
Irving Oil	826869	\$542.12
Irving Oil	831068	\$561.61
Irving Oil	519147	\$408.66
Irving Oil	234178	\$264.66
Island First Aid Service	15511	\$46.00
Island First Aid Service	15512	\$22.99
Island First Aid Service	15767	\$46.00
Island Petroleum	9643	\$317.37
Island Petroleum	9645	\$265.36
Island Petroleum	9644	\$521.75
Island Petroleum	9647	\$309.67
Ivan Gallant	2021 HONORARIUM	\$2,997.00
Jeff Spencer	2021 HONORARIUM	\$2,997.00
Johnstons Towing & Wrecker Service	32714 POL VEHICLE INSPECTION	\$172.50
Kay's Wholesale	Z09743	\$405.28
Kensington Agricultural Services	76581	\$114.98
Kensington Agricultural Services	76849	\$22.43
Kensington Agricultural Services	76801	\$38.87
Kensington Agricultural Services	49614	\$77.65
Kensington Agricultural Services	76969	\$87.32
Kensington Country Store	02810158322 BOBCAT	\$6.61
Kensington Country Store	02810159144 CHRISTMAS LIGHTS	\$70.05
Kensington Legion Poppy fund	41	\$126.00
Kensington Metal Products Inc.	57733	\$75.03
Kent Building Supplies	30000607367	\$73.51
Kent Building Supplies	3000657624	\$25.84
Kent Building Supplies	3000665949	\$12.73
Kent Building Supplies	666759	\$114.91
Kent Building Supplies	704694	\$114.98
K'Town Auto Parts	42138/5	\$27.35
K'Town Auto Parts	42493/5	\$38.54

K'Town Auto Parts	42741/5	\$5.98
Lewis Sutherland	NOV 2021 RRSP	\$668.60
Long & McQuade Limited Musical Instruments	126585 SOUND BOARD	\$109.25
Long & McQuade Limited Musical Instruments	126586 SOUND BOARD	\$74.74
Maritime Electric	POLICE CAMERAS NOV21	\$13.42
Maritime Electric	STREET LIGHTS NOV21	\$2,838.23
Maritime Electric	LIBRARY NOV 21	\$173.12
Maritime Electric	TOWN HALL NOV 21	\$1,252.34
Maritime Electric	SENIOR CENTRE NOV21	\$195.03
Maritime Electric	CUC SIGN NOV 21	\$101.11
Maritime Electric	CUC RINK NOV 21	\$11,447.05
Maritime Electric	CUC BALLFIELD NOV 21	\$30.15
Maritime Electric	PW SHOP NOV 21	\$157.33
Maritime Electric	RADAR SIGNS NOV 21	\$108.27
Maritime Electric	CAR CHARGER NOV 21	\$144.28
Maritime Electric	FIRE HALL NOV 21	\$492.97
Maritime Electric	ART COOP NOV 21	\$258.82
Maritime Electric	EVK POOL NOV 21	\$49.52
Maritime Electric	TRAIN STN NOV 21	\$1,100.69
Mary's Bake Shoppe	34 NOV 2, 2021	\$15.00
Mary's Bake Shoppe	35 NOV 21	\$15.00
Malpeque Bay Credit Union	NOV 2021 RRSP	\$648.08
Medacom Atlantic Inc	13106	\$251.16
Medacom Atlantic Inc	13037	\$251.16
Mid Isle Electric	10850 FIRE WIRE PRESSURE WASHER	\$309.58
Mi'kmaq Printing & Design	5294 ORANGE T-SHIRTS	\$621.00
Minister of Finance	NOV 2021 INSTALLMENT	\$6,492.11
Minister of Finance	330807 VEHICLE REGISTRATIONS	\$240.00
Minister of Finance	329611 POL RADIO ANNUAL MAINTENANCE	\$3,864.00
MJS Marketing & Promotions	2768010	\$86.25
MJS Marketing & Promotions	2768019	\$316.25
MJS Marketing & Promotions	2769010	\$51.75
MJS Marketing & Promotions	2769031	\$747.50
Murphy's Kensington	NOV 17, 2021	\$9.93

Orkin Canada	2945562	\$48.30
Orkin Canada	2945538	\$29.90
Orkin Canada	2945540	\$96.03
Pat Kelly	2021 HONORARIUM EMO	\$1,000.00
PEI Association of Exhibitions	169	\$400.00
Pepsico	10112052	\$1,065.56
Pitney Bowes	3201855875	\$194.55
Princess Auto	1558442	\$22.95
Robert Wood	NOV 2021 MILEAGE	\$159.80
Rodney Mann	2021 HONORARIUM	\$2,997.00
Rowan Caseley	2021 HONORARIUM	\$5,991.00
Rowan Caseley	NOV 2021 MILEAGE	\$62.98
Saunders Equipment Ltd	85954 PW TRACKLESS REPAIR	\$91.25
Saunders Equipment Ltd	86246 PW TRACKLESS REPAIR	\$288.27
Mikes Independent	01 9124	\$8.00
Mikes Independent	01 5344	\$17.84
Scotia Securities	NOV 2021 RRSP	\$415.80
Scotiabank Visa	COSTCO NOV, 21 KIM'S DESK	\$977.49
Scotiabank Visa	KIDS HELP PH NOV 21	\$50.00
Scotiabank Visa	FPEIM DOOR PRIZE NOV	\$73.31
Scotiabank Visa	ZOOM NOV 21	\$23.00
Scotiabank Visa	MICHAEL'S FRAME NOV	\$197.80
Scotiabank Visa	GEOFF ANNUAL FEE 21	\$75.00
Scotiabank Visa	HILTON ADAM NOV 4 (REIMBURSEABLE)	\$102.35
Scotiabank Visa	HILTON ADAM OCT 5-17 (REIMBURSEABLE)	\$1,252.20
Scotiabank Visa	DAKOTAHOTEL OCT17-21(REIMBURSEABLE)	\$417.40
Spring Valley Building Centre Ltd	35409	\$132.07
Spring Valley Building Centre Ltd	227177	\$149.49
Spring Valley Building Centre Ltd	K27364	\$87.29
Spring Valley Building Centre Ltd	227563	\$87.29
Spring Valley Building Centre Ltd	227632	\$20.67
Spring Valley Building Centre Ltd	947123	\$72.44
Spring Valley Building Centre Ltd	227715	\$87.29
Standard Auto Glass	8821-506921 TOWN HALL WINDOW REPLACE	\$212.75

Staples	5506350867	\$189.83
Summerside Practicar	SSIDE 19101 POL VEHICLE RENTAL	\$149.17
Suncor Energy Products Partnership	NOV 2021	\$1,269.40
Superior Sanitation	763944	\$207.00
Superior Sanitation	763943	\$230.00
Superior Sanitation	763942	\$184.00
Superior Sanitation	763941	\$80.50
Tanya Beairsto	32 NOV 3, 2021 POL VEHICLE CLEANING	\$150.00
Tara LeBlanc	MAY - JUNE 2021 FLOWER BED MAINTENANCE	\$1,145.00
Tara LeBlanc	JULY 2021 FLOWER BED MAINTENANCE	\$849.00
Tara LeBlanc	NOV 2021 FLOWER BED MAINTENANCE	\$550.00
Telus	NOV 2021	\$1,144.43
Vail's Fabric Services Ltd	387786	\$215.46
Wade Toombs	2021 HONORARIUM	\$2,997.00
Water & Pollution Control Corporation	NOV 2021	\$851.55
Waugh's Construction Ltd	22911 HST ON INSURANCE INVOICE	\$525.00
WSP Canada Inc	1056374 BLACKSMITH SHOP	\$1,592.75
Yellow Pages Group	02362183	\$19.09
Subtotal		<hr/> <hr/> \$116,708.27
Payroll		\$99,023.25

AJL General Contractors Ltd	KBP-CLAIM#4	\$1,214,275.37
Combat Computer Inc	81341 ASHLEY'S COMPUTER	\$2,441.99
Hardy's Flooring & Installation Ltd	989 FIRE FLOORING	\$24,150.00
Key Murray Law	264776 BUSINESS PARK	\$1,618.05
Mega Tech	21-5067 POLICE RADAR	\$2,294.25
Minister of Finance	09611 SEWER MECHANICAL UPGRADE	\$100.00
Scotia Tech Fluid Service	15654 WATER METER RADIO TRANSMITTERS	\$33,167.15
WSP Canada Inc	1059907 SEWER MECHANICAL UPGRADE	\$7,746.22
WSP Canada Inc	1059118 BUSINESS PARK	\$22,752.73
WSP Canada Inc	1059098 WELLFIELD UPGRADE	\$2,357.50
Subtotal Capital		<hr/> \$1,310,903.26
Total Bills		<hr/> <hr/> \$1,526,634.78

Water and Sewer Utility Bills List November 2021

Aliant	8694008	\$138.46
Aliant	8724754	\$178.67
Campbell's Concrete Ltd	273686 WATER METERS	\$376.98
Campbell's Concrete Ltd	273410 WATER METER SUPPLIES	\$132.48
Kensington Country Store	02810159439 WATER CHLORINE	\$392.89
Kensington Metal Products Inc.	57882 11 STANDS IN WATER SHED	\$2,024.96
Maritime Electric	PUMP WEST #1 NOV 21	\$613.00
Maritime Electric	SEWER PUMP NOV 21	\$136.91
Maritime Electric	PUMP EAST 2 NOV 21	\$261.35
Maritime Electric	PUMP CNT BLG NOV 21	\$210.60
Maritime Electric	WATER TOWER NOV21	\$126.17
Maritime Electric	SEWER TREAT NOV 21	\$1,868.46
Maritime Electric	WELL #3 NOV 21	\$676.58
Maritime Electric	LIFT STATION NOV 21	\$243.66
Minister of Finance	W&S NOV 2021 INSTALL	\$922.14
Minister of Finance	211101098 WATER ANALYSIS	\$368.00
Total W&S Bills		\$8,671.31

TOWN OF KENSINGTON

Income Statement Comparison of Actual to Budget for November 2021

	Current Month			Year to Date				
GENERAL REVENUE	Actual	Budget	Variance	Actual	YTD Budget	Variance	Annual Budget	% Full Year
General Revenues	\$84,579.38	\$78,346.00	\$6,233.38	\$737,718.85	\$654,316.00	\$83,402.85	\$985,860.00	75%
Police Service	\$44,899.12	\$17,260.00	\$27,639.12	\$187,512.96	\$144,780.00	\$42,732.96	\$213,820.00	88%
Town Hall Rent	\$10,806.28	\$8,409.00	\$2,397.28	\$68,405.44	\$67,872.00	\$533.44	\$99,508.00	69%
Recreation	\$0.00	\$0.00	\$0.00	\$4,802.19	\$4,500.00	\$302.19	\$4,500.00	107%
Sales of Service	\$28,826.71	\$33,000.00	-\$4,173.29	\$245,090.64	\$281,200.00	-\$36,109.36	\$411,200.00	60%
Subtotal Revenue	\$169,111.49	\$137,015.00	\$32,096.49	\$1,243,530.08	\$1,152,668.00	\$90,862.08	\$1,714,888.00	73%
GENERAL EXPENSES								
Town Hall	\$14,451.30	\$15,920.00	-\$1,468.70	\$101,370.41	\$107,683.00	-\$6,312.59	\$162,041.00	63%
General Town	\$51,819.95	\$49,746.00	\$2,073.95	\$286,082.11	\$302,374.00	-\$16,291.89	\$422,085.00	68%
Police Department	\$50,245.90	\$37,446.00	\$12,799.90	\$375,471.61	\$336,603.00	\$38,868.61	\$522,689.00	72%
Public Works	\$12,632.43	\$13,569.00	-\$936.57	\$133,567.16	\$131,571.00	\$1,996.16	\$202,561.00	66%
Train Station	\$4,733.26	\$4,880.00	-\$146.74	\$37,364.93	\$34,170.00	\$3,194.93	\$51,795.00	72%
Recreation & Park	\$6,535.81	\$4,775.00	\$1,760.81	\$84,865.96	\$82,705.00	\$2,160.96	\$95,785.00	89%
Sales of Service	\$11,468.16	\$14,480.00	-\$3,011.84	\$111,458.13	\$126,970.00	-\$15,511.87	\$196,340.00	57%
Business Park	\$1,347.73	\$2,056.00	-\$708.27	\$10,674.31	\$16,448.00	-\$5,773.69	\$24,672.00	43%
Subtotal Expenses	\$153,234.54	\$142,872.00	\$10,362.54	\$1,140,854.62	\$1,138,524.00	\$2,330.62	\$1,677,968.00	69%
Net Income (Deficit)	\$15,876.95	-\$5,857.00	\$21,733.95	\$102,675.46	\$14,144.00	\$88,531.46		
Credit Union Centre								
Credit Union Centre Revenue	\$43,504.39	\$35,700.00	\$7,804.39	\$203,004.51	\$186,500.00	\$16,504.51	\$329,300.00	62%
Credit Union Centre Expenses	\$38,617.81	\$31,548.00	\$7,069.81	\$204,766.57	\$219,605.00	-\$14,838.43	\$367,536.00	56%
Net Income (Deficit)	\$4,886.58	\$4,152.00	\$734.58	-\$1,762.06	-\$33,105.00	\$31,342.94		
Fire Department								
Fire Revenues	\$23,557.00	\$23,557.00	\$0.00	\$188,456.00	\$188,456.00	\$0.00	\$282,684.00	67%
Fire Department Expenses	\$21,608.94	\$51,662.00	-\$30,053.06	\$160,003.30	\$193,646.00	-\$33,642.70	\$280,844.00	57%
Net Income (Deficit)	\$1,948.06	-\$28,105.00	\$30,053.06	\$28,452.70	-\$5,190.00	\$33,642.70		
Consolidated Net Income (Deficit)	\$22,711.59	-\$29,810.00	\$52,521.59	\$129,366.10	-\$24,151.00	\$153,517.10		
							\$524.00	
Water and Sewer Utility								
Water & Sewer Revenue	\$53,590.45	\$55,285.00	-\$1,694.55	\$430,895.46	\$442,280.00	-\$11,384.54	\$669,510.00	64%
Water & Sewer Expenses	\$54,469.55	\$56,435.00	-\$1,965.45	\$451,717.74	\$446,980.00	\$4,737.74	\$669,120.00	68%
Water & Sewer Net Income (Deficit)	-\$879.10	-\$1,150.00	\$270.90	-\$20,822.28	-\$4,700.00	-\$16,122.28		
							\$390.00	

TOWN OF KENSINGTON – MEMORANDUM

TO: MAYOR AND TOWN COUNCIL, CAO

FROM: ROBERT WOOD, CUC MANAGER

DATE: JANUARY 2022

SUBJECT: NOVEMBER 2021 - CREDIT UNION CENTRE REPORT

ATTACHMENT: STATISTICAL REPORT

*****NOTE The information contained in this report is updated to December 1, 2021. Operational and schedule changes have been made to the Credit Union Centre based on the restrictions announced by PEI's Chief Public Health Officer in December. These modifications will be updated in December's report and presented to Committee of Council on January 24, 2022.***

November 2021

Fitplex

- Hours of operation are 5:00 am – 10:00 pm daily. (New)
- Staffed Hours are Monday to Friday 4:00 pm-8:00 pm

Arena

- Cohorts for the Arena are 50 people in the dressing rooms, 50 people on the ice surface and Maximum Capacity in the Stands (600) with the implementation of the Vaccination Pass. Vaccination Pass Attendants (4) have been hired to check for proof of vaccination at the door of the arena. Two QR Code scanning devices are now in use.

- The Arena Canteen is open, and hours will be determined based on customer use.
- Boxing Day Games will be hosted by the Vipers (2:00pm) and the Wild (7:30pm)
- The Kensington\Bedford exchange will be held this season with 2nd year U-13 and 1st year U-15 players who missed last years exchange due to covid restrictions.

Kensington Cash Draw

- **November 4 198.00**
- **November 11 204.00**
- **November 18 202.00**
- **November 25 212.00**
- **Total 816.00**

Ball Fields

- Ballfields are closed for season.

Senior Center

- The Kensington North Watershed Association moved into the bottom level of the Senior's Center on October 15, 2021
- Seniors group have weekly meetings and classes.
- Wall for privacy will be installed in December.

Outdoor Ice Surface\ Other Town Venues

- Pricing has been requested for re-surfacing the old ice surface with a 6-inch curb around it which would promote further usage of the area, including a small section of it in the winter for an outdoor ice surface, and possible summer usage of a Skate-Board Park and ball hockey zone and possibly other users.

- Plans for 2 sledding hills for this winter season are also being considered with a small children's size hill and a larger hill as well. A small outdoor ice surface will be planned this winter depending on the weather.

Central Community PEI Navigator

- Nothing to report

Upcoming Events

- The Town of Kensington Annual Christmas Parade will be modified in 2021 due to COVID-19 restrictions. The parade will be held on December 5, 2021 and will include a Santa's convoy, featuring Kensington Police vehicles, a Kensington Fire Truck, the Town Float, and Santa himself. Spectators will be encouraged to welcome Santa to the Town from their residence (where possible). In place of our traditional parade food drive in support of the Kensington Lions Club, food donations can be dropped off at the Credit Union Centre until December 22nd or directly to the Food Bank at 30 Garden Drive.
- U9 Girls Xmas Tournament
- Caseley Rec Xmas Tournament.
- KAFSC mini-Xmas Camps
- KAMHA developmental Xmas camps

Town of Kensington Credit Union Centre Monthly Statistical Data

2021

[illegible]

2020

[illegible]



Mayor's Report to Town Council

January 10, 2022

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 spokesperson 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 (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 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.

Kensington Christmas Decorating Awards – The Christmas decorating judges made their selections on December 18, 2021 for the winners of the Christmas Decorating Contest in Kensington. Since we are unable to present them in person at the New Year's Levee, I delivered them to each respective household. Congratulations to all winners. There were a lot more decorations this year and this made the judging more difficult for the judges. The winner's names will be posted in the County Line Courier.

Meeting with Shelley Moase - Mr. Baker and I met with Shelley Moase, owner of the Fun Times Early Childhood Learning Centre to review issues she has been dealing with regarding finding sufficient accredited staff. Shelley has been working with the province to ensure she has sufficient trained staff to sustain her business, which is impacted by the education programs provided by the Dept of Education. We are very fortunate to have such a dedicated early childhood learning operator in Kensington. This early childhood learning business is a very important service provided to working parents. With the development of the business park, I anticipate we will see demand for more spots needed in the future, and certainly cannot afford to lose any spots. Losing spots does not seem to be a critical issue today but is certainly something that warrants consideration and attention, and we appreciate all the steps Shelley is doing to prevent this happening.

Town Winter Decorating – Every year in late November, the Public Works Department install lighted decorations on several utility poles in town. These decorative lights help to prepare the town for the upcoming holiday season. Usually, these decorations are taken down in January when weather and time permits. Currently Doug Killam and Kim Caseley are investigating the cost to install appropriate electrical outlets on the utility poles with Maritime Electric as opposed to having to rely on extension cords and local businesses to provide the power. Installation of proper electrical outlets will make installation of fixtures easier and also have the cost of electricity paid for by the town rather than select businesses. I would like to see us move forward on the installation of appropriate power outlets on the utility poles. We currently have some fixtures that are not installed as there are no appropriate poles located near an electrical outlet. It would be great to see more decorative fixtures installed along Broadway Street North to at least School Street (preferably Pleasant Street),



along Commercial Street, Victoria Street West and Broadway Street South. While this is a large increase in number, I am not suggesting we do it all at once but set aside in the annual budget a sum of money that can be allocated to enhancing our town during the winter months. We may even want to consider leaving the lights up longer than January as these fixtures are not necessarily Christmas related but winter related. Would Council support staff moving in this direction and set aside a sum of money for this project? If so, Doug and Kim can start looking at options and start planning and preparing for next winter.

Kensington Business Park – Mr. Baker has sent an email to 23 prospective purchasers of lots in the business park. We have had some communication with a few of them already and anticipate these will generate sales of lots, in the near future.

Flag Poles – When we agreed to fly the Mi'kmaq Grand Council Flag, we used one of the poles that was used to fly other flags such as the Bedford Exchange and Pride flag. Mr. Baker is looking to add an additional flagpole at the Train Station area which will be vacant until such time as we need to fly temporary flags such as the Bedford Exchange Flag, Pride Flag or any other flag that may be approved by Council. We are having problems with some of the current flagpoles, and they will be addressed at the same time. The one at the Gazebo needs to be moved a few feet so the flag does not get caught in the light pole during half mast, one flagpole at the train station is not working properly and needs to be replaced and the flagpole in front of town hall needs to be replaced. Mr. Baker will investigate pricing and availability and will work to have these poles installed before summer.

Rowan Caseley, Mayor
Town of Kensington

Town of Kensington - Request for Decision

Date: January 5, 2022	Request for Decision No: 2022-01
Topic: Broadway Street South Water and Sewer Main Extension – Borrowing Resolution	
Proposal Summary/Background: <p>As directed by Town Council in March of 2021, staff submitted a funding application to the Investing in Canada Infrastructure Plan to fund a portion of the Broadway Street South Water and Sewer Main Extension Project. The project approval was received in late December, 2021. The project involves the construction of approximately 900 meters of 250mm water main and approximately 880 meters of 200mm sewer main along Broadway Street South. The water main will be connected to existing water mains on Park Road and Gerald McCarville Drive. This will complete loops in the system and create efficiencies within the existing system. It will also ensure a better quality of water by eliminating two existing dead ends which may currently harbour stagnant water. To increase fire suppression capabilities in the area, 5 fire hydrants will also be installed as part of the new watermain construction.</p> <p>The new water and sewer mains will allow additional properties (impacted by the Town's 2020 boundary restructuring) to be serviced by the Town and create the potential for future water and sewer construction to Andrews Drive.</p> <p>It is the intent that engineering and design of the project will begin in March of 2022, with a construction tender being issued in April. It is hoped that project construction can begin in May/June, 2022 with a construction completion date of October/November 2022.</p> <p>The total project budget is \$2,192,000, cost shared as follows (amounts may vary slightly from funding agreement):</p> <ul style="list-style-type: none">• Federal Contribution \$832,960 (38%)• Provincial Contribution \$694,064 (32%)• HST Rebate \$109,600 (5%)• Town Contribution \$555,376 (25%)	

Benefits:

- Over time, it will allow for a reduction of private well and septic systems in the Town thus reducing stress on the groundwater table and potential contamination points.
- Will allow the Town to better manage the quantity and quality of effluent being released into the environment.

Disadvantages:

- None noted.

Discussion/Comments:

It is recommended that Town Council authorize the CAO to borrow \$555,376 from the Scotiabank to facilitate the effective completion of the Broadway Street South Water and Sewer Main Extension project.

The original budget for the project, as contained in the Town's 2021/22 capital budget, was set at \$782,000 and included only the watermain portion of the project. As previously discussed, the project scope was modified prior to the submittal of the funding application to include the extension of the sewer main as well, and to support the servicing of properties included with the town's recently approved boundary restructuring. As a result the project budget was increased to \$2,192,000.

Staff will attempt to amortize the loan for as long a period as the Scotiabank will allow, which is typically 20 to 25 years. The associated 'installed' infrastructure, i.e. water and sewer main lines, are depreciated over a period of 80 years. The cost of borrowing will be funded through the Water and Sewer Utility.

Based on borrowing \$555,376, a 2.15% interest rate, a 25-year amortization period, the estimated monthly payment is approximately \$2,392.14. Over a 20-year amortization period, the estimated monthly payment is approximately \$2,846.64.

Options:

1. Authorize the borrowing, as recommended.
2. Not authorize the borrowing and cancel the project.
3. Refer the matter(s) back to staff for further direction and deliberation.

<p>Costs/Required Resources:</p> <p>\$555,376 inclusive of taxes. (HST fully recoverable)</p>	<p>Source of Funding:</p> <p>Long Term Borrowing</p>
<p>Recommendation:</p> <p>That Town Council consider and adopt the following resolution(s):</p> <p><i>WHEREAS Section 164 of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1. authorizes a Town Council to borrow money for the completion of a capital project;</i></p> <p><i>AND WHEREAS Town Council intends to undertake and complete the Broadway Street South Water and Sewer Main Extension Capital Project in 2022;</i></p> <p><i>AND WHEREAS the amount to be borrowed will not cause the Town to exceed its legislated debt capacity;</i></p> <p><i>BE IT RESOLVED that the Town of Kensington be empowered to borrow \$555,376 from the Scotiabank, under the following terms:</i></p> <ul style="list-style-type: none"> i <i>repayable in full by Town Council over an amortization period up to 25 years.</i> ii <i>at an interest rate of Prime, less 0.3% per annum with interest payable monthly.</i> iii <i>advances repayable on demand.</i> 	



Transportation and Infrastructure

Transports et Infrastructure



Office of the Minister

PO Box 2000, Charlottetown
Prince Edward Island
Canada C1A 7N8

Bureau du ministre

C.P. 2000, Charlottetown
Île-du-Prince-Édouard
Canada C1A 7N8

December 15, 2021

Mr. Geoff Baker, CAO
Town of Kensington
55 Victoria St. East
Kensington PE C0B 1B0

Dear Mr. Baker:

Re: ICIP-EQ-2021-055 – Kensington Broadway St. South Water & Sewer Extension

It is my pleasure to inform you, on behalf of the Government of Prince Edward Island and the Government of Canada, that the *Kensington Broadway St. South Water & Sewer Extension* project has been approved. The approved project funding is for a total eligible cost of \$2,096,695.65 (federally cost shared – 40% up to \$838,678.26, and provincially cost shared – 33.33% up to \$698,828.66) under the Investing in Canada Infrastructure Program (ICIP).

It will be necessary to sign a Funding Agreement between the *Town of Kensington* and the Government of Prince Edward Island. A staff member will be sending the Funding Agreement shortly. The Province would like to bring to your attention a number of requirements that need to be acknowledged prior to signing the Funding Agreement. In order for the Province to pay eligible costs for the approved project:

- All requirements outlined in the Funding Agreement must be met. As a reminder, to be considered eligible, costs must be incurred on or after the date of federal approval, which is **December 13, 2021** for this project, except for costs associated with completing climate lens assessments and costs associated with Aboriginal Consultation and engagement activities, which are retroactively eligible from February 15, 2018.
- Regarding costs associated with contracts, the *Town of Kensington* will be required to satisfy the Province that contracts are awarded in a way that is fair, transparent, competitive, and consistent with value-for-money principles, or in a manner otherwise acceptable to Canada and the Province and, if applicable, in accordance with the Canadian Free Trade Agreement and international trade agreements.
- Indigenous Consultation Requirement
Canada has determined that there is a legal obligation to consult with Indigenous groups since Aboriginal and/or Treaty rights under section 35 of the Constitution Act, 1982 could be impacted by the *Kensington Broadway St. South Water & Sewer Extension* project. **No site preparation, vegetation removal or construction can occur, Canada and the Province will not pay eligible capital costs until Indigenous consultation and accommodation requirements are met and**

continue to be met in accordance with the Agreement, when applicable as determined by Canada. A letter specifying requirements will follow from Infrastructure Canada.

As the Ultimate Recipient, you are responsible to inform the Infrastructure Secretariat of any communications regarding your project. The federal communication protocol will be part of your Provincial Funding Agreement. In the meantime, please keep the Infrastructure Secretariat informed of any planned communications prior to the signing of the Funding Agreement.

Prince Edward Island will work with Infrastructure Canada (INFC) to communicate, jointly, Canada's funding commitment as soon as possible and to plan and participate with INFC in any future media announcements or events related to the project's progress. The Province's Infrastructure Secretariat will soon contact you regarding signage and communications requirements.

The Province looks forward to the opportunities and benefits this project will provide to the Town of Kensington.

Sincerely,



James Aylward
Minister

January 4th, 2022

Jack Benzaquen
President / Président

Cory Bellmore
First Vice-President /
Première vice-présidente

Beverly Hendry
Second Vice-President /
Deuxième vice-présidente

Tony Kulbisky
Treasurer / Trésorier

Jake Rudolph
Past President /
Président sortant

Dawn Chaplin,
Director / Directrice

Vincent Lalonde
Director / Directeur

Jamie Paik
Director / Directrice

Mike Dolter
Director / Directeur

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Brenda Orchard
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Geoffrey Baker
Chief Administrative Officer
Town of Kensington
PO Box 418, 55 Victoria Street East
Kensington, PE
C0B 1M0

Dear Geoffrey,

As a valued member of the Canadian Association of Municipal Administrators (CAMA), I would like to take this opportunity to thank you for your leadership during the pandemic.

Communities across our country have experienced an unprecedented challenge over the past two years dealing with the COVID-19 pandemic. All sectors, public and private, pulled together to take care of our vulnerable citizens and maintain basic services for all our residents. This required dedication, hard work, creativity, and unwavering spirit from us all. Behind the scenes it also required an immense amount of coordination.

As a CAO, we know the amount of effort and ingenuity it has taken for you to lead your staff throughout the pandemic. The strength of your municipal team directly impacted your residents in the most important and fundamental ways. You have guided your staff through a long and stressful period when you yourself have been under tremendous pressure. You played a critical role in your community's success. Your leadership has not gone unnoticed. Please know how proud we are of your efforts.

Unfortunately, there is no end in sight, and we will continue to be relied upon to provide leadership to our communities to the best of our ability and I know you will have continued success in helping your staff and citizens get thru this very difficult time in our history.

All the best to you and your team as we look forward to 2022.

Sincerely,



Jack Benzaquen
CAMA President

cc Mayor Rowan Caseley & Council

Correspondence



Jack Benzaquen
President / Président

Cory Bellmore
First Vice-President /
Première vice-présidente

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www.camacam.ca

January 4th, 2022

Wendy MacKinnon
Deputy Administrator
Town of Kensington
PO Box 418, 55 Victoria Street East
Kensington, PE
C0B 1M0

Dear Wendy,

As a valued member of the Canadian Association of Municipal Administrators (CAMA), I would like to take this opportunity to thank you for your leadership during the pandemic.

Communities across our country have experienced an unprecedented challenge over the past two years dealing with the COVID-19 pandemic. All sectors, public and private, pulled together to take care of our vulnerable citizens and maintain basic services for all our residents. This required dedication, hard work, creativity, and unwavering spirit from us all. Behind the scenes it also required an immense amount of coordination.

As a senior manager, we know the amount of effort and ingenuity it has taken for you to lead your staff throughout the pandemic. The strength of your municipal team directly impacted your residents in the most important and fundamental ways. You have guided your staff through a long and stressful period when you yourself have been under tremendous pressure. You played a critical role in your community's success. Your leadership has not gone unnoticed. Please know how proud we are of your efforts.

Unfortunately, there is no end in sight, and we will continue to be relied upon to provide leadership to our communities to the best of our ability and I know you will have continued success in helping your staff and citizens get thru this very difficult time in our history.

All the best to you and your team as we look forward to 2022.

Sincerely,



Jack Benzaquen
CAMA President

cc Mayor Rowan Caseley & Council

Concurrence

