



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

Monday, May 13, 2019 @ 7:00 PM

55 Victoria Street

Kensington, PEI

C0B 1M0

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

**Town of Kensington
Regular Meeting of Town Council
May 13, 2019 – 7:00 PM**

- 1. Call to Order**
- 2. Adoption of Agenda (Additions/Deletions)**
- 3. Declaration of Conflict of Interest**
- 4. Delegations, Special Speakers and Public Input**
 - 4.1 Don Reid of the Age Friendly Communities Organization has requested to make a presentation to Town Council.
- 5. Adoption of Previous Meeting Minutes**
 - 5.1 April 8, 2019 Regular Meeting
 - 5.2 May 8, 2019 Public Meeting
- 6. Business Arising from Minutes**
 - 6.1 April 8, 2019 Regular Meeting
 - 6.2 May 8, 2019 Public Meeting
- 7. Reports**
 - 7.1 Chief Administrative Officer Report
 - 7.2 Fire Department Statistical Report
 - 7.3 Police Department Statistical Report
 - 7.4 Development Permit Summary Report
 - 7.5 Bills List
 - 7.6 Summary Income Statement
 - 7.7 Credit Union Centre Report
 - 7.8 Mayor's Report
 - 7.9 Federation of Prince Edward Island Municipalities Report – Councillor Mann
 - 7.10 Kensington and Area Chamber of Commerce Report – Councillor Bernard
 - 7.11 Heart of the Island Initiative (STEP) Report – Deputy Mayor Pickering
- 8. New Business**
 - 8.1 Request for Decisions

- 8.1.1 RFD2019-27 - Official Plan and Development Control Bylaw Amendment
- PID 747790 - Second Reading, Formal Adoption and OP Amendment
- 8.1.2 RFD2019-28 - Wellfield Protection Plan Approval
- 8.1.3 RFD2019-29 - Development Permit Application – Fun Times Enterprises
Ltd.
- 8.1.4 RFD2019-30 - Development Permit Application – Jeff Thompson - 47
Victoria Street
- 8.1.5 RFD2019-31 - Cable Crossover Machine Replacement – Fitplex
- 8.1.6 RFD2019-32 - Don Clark Ballfield Upgrades
- 8.1.7 RFD2019-33 - Annual Donation to QEES and KISH
- 8.1.8 RFD2019-34 - Police Cruiser Replacement

9. Correspondence

10. Committee of the Whole (In-Camera) – *Nil*

11. Adjournment

**Town of Kensington
Minutes of Regular Council Meeting
Monday, April 8, 2019
7:00 PM**

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

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

Visitors: Allison Jenkins – Journal Pioneer
Adrien Wedge – Public Works Employee

1. Calling of Meeting to Order

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

2. Approval of Tentative Agenda

2.1 *Moved by Deputy Mayor Pickering, seconded by Councillor Gallant to approve the tentative agenda for the April 8, 2019 regular meeting of Town Council with the addition of item 8.2 – Rescind Motion for Water & Pollution Control Corporation Honorarium, as requested by Councillor Bernard and item 8.3 – Island Stone Pub Electrical Upgrades. Unanimously carried.*

3. Declaration of Conflict of Interest

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

3.2 *Deputy Mayor Pickering declared a conflict with item 8.1.3.*

4. Delegations / Presentations

4.1 Don Reid of the Age Friendly Communities Organization was unable to attend the April 8, 2019 meeting and will re-schedule.

5. Approval of Minutes of Previous Meeting

5.1 *Moved by Councillor Spencer, seconded by Councillor Bernard to approve the minutes from the March 11, 2019 regular meeting of Town Council. Unanimously carried.*

5.2 *Moved by Deputy Mayor Pickering, seconded by Councillor Toombs to approve the*

minutes from the March 27, 2019 Special Meeting of Town Council. Unanimously carried.

- 5.3** *Moved by Councillor Spencer, seconded by Deputy Mayor Pickering to approve the minutes from the April 4, 2019 Public Meeting of Town Council. Unanimously carried.*

6. Business Arising from Minutes

6.1 **March 11, 2019 Regular Meeting – Nil**

6.2 **March 27, 2019 Special Meeting – Nil**

6.3 **April 4, 2019 Public Meeting - Nil**

7. Reports

7.1 CAO's Report

7.1.1 *Moved by Councillor Toombs, seconded by Councillor Spencer to adopt the April 2019 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.1.2 Councillor Gallant inquired if the roof at the Kensington Train Station is required to be replaced with cedar shingles or if alternative options are permitted under the National Historic Site Designation. Mr. Baker will confirm and report back to Council.

7.1.3 Councillor Gallant inquired who was responsible for the clean-up of the damaged ballfield batting cages. Mr. Baker noted that more information would be available following the upcoming Minor Baseball AGM on April 9, 2019. Councillor Gallant requested that alternative locations be considered prior to rebuilding and recommended that it be moved behind the home run fence along the tree line to the west side of the ballfields.

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Bernard, seconded by Councillor Gallant to approve the February 2019 Fire Statistical report as prepared by Fire Chief, Rodney Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

7.3.1 *Moved by Councillor Spencer, seconded by Councillor Toombs to approve the February 2019 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.4 Development Permit Summary Report

7.4.1 *Moved by Councillor Bernard, seconded by Councillor Spencer to approve the April 2019 Development Permit Summary Report. Unanimously carried.*

7.5 Bills List

7.5.1 *Moved by Councillor Mann, seconded by Councillor Bernard to approve the February 2019 Bills in the amount of \$216,558.84. Unanimously carried.*

7.6 Summary Income Statement

7.6.1 *Moved by Deputy Mayor Pickering, seconded by Councillor Spencer to approve the Summary Income Statement for the month of February 2019. Unanimously carried.*

7.7 Credit Union Centre Report

7.7.1 *Moved by Councillor Spencer, seconded by Councillor Toombs to approve the Credit Union Centre report for the month of February 2019. Unanimously carried.*

7.8 Mayor's Report

7.8.1 *Moved by Councillor Toombs, seconded by Councillor Bernard to approve the Mayors report for the month of April 2019 as presented by Mayor Caseley. Unanimously carried.*

7.8.2 Mayor Caseley thanked everyone for attending the Welcome Home Celebration for Special Olympian Roy Paynter, over 150 people attended the event.

7.9 Federation of PEI Municipalities (FPEIM) Report

7.9.1 FPEIM will host their annual meeting on April 29, 2019 in St. Peter's Bay. The Federation recently met with all Government Party Leaders to discuss views of Municipal Government on PEI. Paul Johnston from the City of Charlottetown made presentation on the Asset Management Program.

7.10 Kensington Area Chamber of Commerce (KACC) Report

7.10.1 KACC will host their Presidents Dinner on April 25, 2019 at the Emerald Community Centre. Details on a District 20 Candidate Forum will be announced shortly.

7.11 Heart of the Island Initiative (STEP) Report

7.11.1 The STEP Implementation meeting is scheduled for April 23, 2019. A Round Table discussion with stakeholders and a Steering Committee meeting will be scheduled within that next 6 weeks.

8. New Business

8.1 Request for Decisions

8.1.1 Snow and Ice Control Policy – Amended

8.1.1.1 *Moved by Deputy Mayor Pickering, seconded by Councillor Bernard*

BE IT RESOLVED THAT the Town of Kensington Snow and Ice Control Policy be hereby adopted and formally approved, as amended.

Unanimously carried.

8.1.2 Strategic Plan Approval

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

BE IT RESOLVED THAT Council approve and adopt the 2019-2024 Town of Kensington Strategic Plan, titled “Town of Kensington – Where people choose to be”, as presented.

Unanimously carried.

Deputy Mayor Pickering declared a conflict and excused herself from the Council Chamber at 7:26 pm.

8.1.3 Appointment of Emergency Measures Coordinator

8.1.3.1 *Moved by Councillor Gallant, seconded by Councillor Bernard*

BE IT RESOLVED THAT Council appoint Patrick Kelly as their Emergency Measures Coordinator and CAO, Geoff Baker as the Deputy Emergency Measures Coordinator.

Unanimously carried.

8.1.3.2 *Moved by Councillor Gallant, seconded by Councillor Toombs*

BE IT RESOLVED THAT Council approve an honourarium structure for the Emergency Measures Coordinator position as follows: Year 1 - \$2,000, Year 2 - \$1,500 and Year 3 and thereafter - \$1,000.

Unanimously carried.

Deputy Mayor Pickering returned to the Council Chamber at 7:28 pm.

8.1.4 Official Plan and Development Control Bylaw Amendment - PID 747790

8.1.4.1 *First Reading*

Moved by Councillor Mann, seconded by Councillor Toombs,

WHEREAS the Town of Kensington annexed PID No. 747790, being lands of MS Woodsides Ltd., inside the municipal boundary in 2018;

AND WHEREAS the subject property requires an appropriate zoning designation to be applied by Town Council to facilitate the development of the property;

AND WHEREAS a development proposal has been submitted to the town by the property owner to construct a single residential dwelling on the property;

AND WHEREAS a public meeting was held on April 4, 2019 in accordance with the PEI Planning Act and the Town's Development Control Bylaw, to allow Town Council to hear public comments on a proposal to apply a Single Residential (R1) Future Land Use and Zoning designation to the property;

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

BE IT RESOLVED THAT Kensington Town Council give first reading to amend the Zoning and Subdivision Control Bylaw to apply a Single Residential (R1) zoning designation to PID No. 747790 for the purpose of constructing a single residential dwelling on the property.

Unanimously carried.

8.1.4.2 Approval of First Reading

Moved by Councillor Mann, seconded by Councillor Toombs,

WHEREAS the Town of Kensington annexed PID No. 747790, being lands of MS Woodsides Ltd., inside the municipal boundary in 2018;

AND WHEREAS the subject property requires an appropriate zoning designation to be applied by Town Council to facilitate the development of the property;

AND WHEREAS a development proposal has been submitted to the town by the property owner to construct a single residential dwelling on the property;

AND WHEREAS a public meeting was held on April 4, 2019 in accordance with the PEI Planning Act and the Town's Development

Control Bylaw, to allow Town Council to hear public comments on a proposal to apply a Single Residential (R1) Future Land Use and Zoning designation to the property;

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

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

BE IT RESOLVED THAT Kensington Town Council approve first reading to amend the Zoning and Subdivision Control Bylaw to apply a Single Residential (R1) zoning designation to PID No. 747790 for the purpose of constructing a single residential dwelling on the property.

Unanimously carried.

Chief Sutherland excused himself from the Council Meeting at 7:32pm

8.1.5 Official Plan and Development Bylaw Amendment Application - PID 80150

8.1.5.1 Moved by Councillor Spencer, seconded by Councillor Toombs

That Town Council direct staff to proceed with an Official Plan and Development Control Bylaw amendment process to re-zone Property No. 80150, being lands of Rocky Arsenault, from Single Residential (R1) to Low-Density Residential (R2) to facilitate the construction of a duplex on the property.

Unanimously carried.

8.1.5.2 Mr. Baker will request a copy of the Right of Way agreement prior to the Public Meeting.

8.1.6 Investing In Canada Infrastructure Program

8.1.6.1 Moved by Deputy Mayor Pickering, seconded by Councillor Toombs

THAT the Town of Kensington submit an application to the Investing in Canada Infrastructure Program – Environmental Quality: Green Stream to fund a portion of the cost of the Town of Kensington Wastewater Lagoons Upgrades Project and that such project be designated as Priority 1.

The Council understands that all future operational costs associated with and resulting from the project will be the responsibility of the Town of Kensington.

Unanimously carried.

8.1.6.2 *Moved by Councillor Toombs, seconded by Councillor Bernard*

THAT the Town of Kensington submit an application to the Investing in Canada Infrastructure Program – Environmental Quality: Green Stream to fund a portion of the cost of the Town of Kensington Water System 4-Log Reduction Project and that such project be designated as Priority 2.

The Council understands that all future operational costs associated with and resulting from the project will be the responsibility of the Town of Kensington.

Unanimously carried.

8.1.6.3 *Moved by Deputy Mayor Pickering, seconded by Councillor Toombs*

THAT the Town of Kensington submit an application to the Investing in Canada Infrastructure Program – Environmental Quality: Green Stream to fund a portion of the cost of the Town of Kensington Broadway Street South Water Main Extension Project and that such project be designated as Priority 3.

The Council understands that all future operational costs associated with and resulting from the project will be the responsibility of the Town of Kensington.

Unanimously carried.

8.1.7 Development Permit Application – Alantra Leasing

8.1.7.1 *Moved by Councillor Toombs, seconded by Councillor Bernard*

THAT Town Council approve a development permit application from Alantra Leasing for the construction of a maintenance building on their property in the Kensington Industrial Park, subject to full compliance with all Federal, Provincial and Municipal legislation and regulations.

Unanimously carried.

8.2 Rescission of Motion - Water & Pollution Control Corporation Directors Honorarium

8.2.1 *Moved by Councillor Bernard, seconded by Councillor Gallant to rescind the following motion (Motion # 8.1.1 from the March 11, 2019 Council Meeting):*

“Moved by Councillor Toombs, seconded by Councillor Mann to eliminate the \$50.00 per meeting honorarium received by the Water & Pollution Control Corporation Directors”.

3 for (Bernard, Gallant, Spencer) – 3 opposed (Pickering, Mann, Toombs). Motion defeated.

- 8.2.2** Councillor Bernard spoke regarding the recent decision made by Town Council to eliminate the \$50 per meeting honorarium received by the Water & Pollution Control Corporation Directors and requested that the budget be re-evaluated to cover the associated costs.
- 8.2.3** Mayor Caseley noted that the budget has already received Council approval and is required to be sent to the Province of PEI by April 15. Due to the short timeframe, it would not allow adequate time to restart the budget approval process. Mayor Caseley requested Councillor Bernard’s suggestions as to where the budget could be amended, Councillor Bernard was unable to provide further details at that time.
- 8.2.4** Councillor Toombs inquired about eliminating the Water & Pollution Control Corporation and assuming it within the Regular Meeting of Town Council. Mayor Caseley agreed that the elimination is something that Town Council should evaluate and suggested that the most appropriate time to make the change would be at the beginning of a new fiscal year. Mr. Baker will provide further information to allow Council to complete a full evaluation.
- 8.2.5** Councillor Gallant expressed his support to keep the Director Honorarium as long as the Water & Pollution Control Corporation is still operating.

8.3 Train Station Electrical Upgrades

- 8.3.1** CAO, Geoff Baker presented Council with quotations to complete an electrical service upgrade to the Train Station from a 100 AMP service to a 200 AMP service.

Moved by Councillor Toombs, seconded by Deputy Mayor Pickering to approve the quote from Capital T Electric for \$6,220.00 plus applicable taxes, to complete an electrical service upgrade at the Train Station from a 100 AMP service to a 200 AMP service. Unanimously carried.

8.4 Other Matters

- 8.4.1** Councillor Gallant expressed concern regarding a recent spill of fry oil outside the Credit Union Centre. The oil had been tracked into the entry of the Fitplex and across that parking lot and onto his vehicle. Councillor Gallant requested further cleanup be completed. Mr. Baker will discuss his concerns with the CUC Manager.
- 8.4.2** Councillor Spencer inquired if there was an update regarding the removal of the flower bed located in front of the Frosty Treat Dairy Bar (109 Victoria Street W).

Mayor Caseley confirmed the request was sent to the Department of Transportation, no further information has been received at this time.

- 8.4.3** Councillor Spencer expressed a concern regarding the current road condition of Victoria Street W. Mr. Baker confirmed that the Department of Transportation has been making regular repairs, unfortunately the cold patch is not holding. Hot mix will be available mid April which will provide a more permanent repair.
- 8.4.4** Councillor Gallant brought forward a request to have the Department of Transportation reduce the hump on the road, located at the Confederation Trail crossing along Victoria Street E, when they complete the re-surfacing work this year. Mr. Baker will forward the request to the Department of Transportation.
- 8.4.5** Councillor Gallant congratulated the Kensington Wild on their successful 2018/2019 hockey season as they represent PEI at the Major Midget Atlantics Tournament.

9. Correspondence

- 9.1** A Thank You letter from the PEI Humane Society for the Town's contribution to the 2019 Cupcake and Bake Day.
- 9.2** An email from FPEIM for a Call of Host for the 2019 FPEM Semi-Annual Meeting and the 2020 Annual Meeting.

Moved by Deputy Mayor Pickering, seconded by Councillor Gallant to submit a request to the Federation of Prince Edward Island Municipalities to host their 2019 Semi-Annual Meeting in Kensington, pending the availability of the Murray Christian Centre. Unanimously carried.

- 9.3** An email from Steven Noonan, Director of Senior Men's Fastpitch, Softball PEI requesting financial support to host the 2019 Eastern Canadian Intermediate Fastpitch Championship in Kensington.

Moved by Councillor Gallant, seconded by Councillor Bernard to donate \$325.00 to the 2019 Eastern Canadian Intermediate Fastpitch Championship to be hosted in Kensington. 5 for – 1 opposed (Spencer). Motion carried.

- 9.4** A proclamation request from Falun Dafa Association Canada. – *No action.*

10. In-Camera

- 10.1** *Nil*

11. Adjournment

Moved by Councillor Toombs, seconded by Councillor Gallant to adjourn the meeting at 8:51 PM. Unanimously carried.

Geoffrey Baker,
CAO

Rowan Caseley,
Mayor

**Town of Kensington
Minutes of Public Meeting
Thursday, May 8, 2019
6:00 PM**

Presiding: Mayor Rowan Caseley

Council Members Present: Councillors: Bernard, Spencer, Toombs, Gallant and Mann

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

Regrets: Deputy Mayor Pickering

Visitors: Nancy Simmons – Resident
Carolyn Hill – Resident
Rocky Arsenault – Resident/Applicant
Chris Fernsebner – Local Property Owner

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

PURPOSE:

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

- To re-zone lands of Rocky Arsenault, PID No. 80150, from Single Residential (R1) to Low Density Residential (R2) for the purpose of constructing a duplex residential dwelling.
- To amend the Official Plan Future Land Use Map in order to accommodate the above zoning designation.

An application has been made by the owner of PID No. 80150 (Rocky Arsenault), to the Town to consider re-zoning his property, from its current Single Residential (R1) designation to Low Density Residential (R2) to facilitate the development of the property with a duplex residential dwelling.

Mayor Caseley outlined the zoning process for the meeting attendees:

The zoning designation proposal was considered by Town Council, according to the Town's Development Control Bylaw and the PEI Planning Act, on April 8, 2019 where a planning report from DV8 Consulting was presented and considered. Staff were instructed to proceed with the scheduling of a public meeting to hear resident's concerns or support for the application. A notification ad was placed in the Journal Pioneer on April 26, 2019. Notification letters were

delivered to all neighbouring property owners within a five hundred (500) foot radius of the subject property. Written comments were requested to be submitted by 4:00 this afternoon, for those unable to attend this public meeting.

Following this public meeting, staff will complete a report for Town Council prior to their formal consideration of the proposed Bylaw and Official Plan amendments at their May 13th meeting.

Mayor Caseley *opened the floor for comment and questions.*

Rocky Arsenault spoke about his development plans for the property. Should the land be re-zoned he would like to construct a new residential duplex. Mr. Arsenault noted that he plans to speak with the shared access owner and will strive to ensure that neighbouring properties remain as private as possible.

Chris Fernsebner inquired as to what will prevent other vacant properties in the surrounding area from requesting a re-zoning of their lands. Mayor Caseley noted that Mr. Arsenault's land was once zoned R3, but was required by Town Council to be re-zoned to R1 due to the width of the right of way at that time. Should other land owners request a re-zoning, they would have to follow similar requirements, at which point there would be a public meeting where property owners can express their views.

Nancy Simmons inquired if the proposed zoning would permit additional units to be constructed. Mayor Caseley confirmed that the bylaw would not allow more than one main building in the R2 zone.

Carolyn Hill requested further information on where utility poles and water/sewer services would be located. Mr. Arsenault confirmed that they would be placed on the furthest side of the right of way access.

Councillor Spencer inquired if there is a current Right of Way Agreement. Mr. Baker confirmed that the Town received a copy of the Right of Way that is contained within the deed for Mr. Arsenault's property.

Councillor Gallant requested confirmation on who is responsible for the installation and maintenance of the water & sewer services into the property. Mr. Baker confirmed that all expenses associated with the service installation from the property line in would be the responsibility of Mr. Arsenault.

There being no further comments or questions,

Moved by Councillor Spencer, seconded by Councillor Gallant that there being no further questions or comments on the proposed Development Control Bylaw amendment the meeting adjourned at 6:17 PM.

Geoff Baker,
Chief Administrative Officer

Rowan Caseley,
Mayor

Town of Kensington		
CAO Monthly Report for Town Council - May 2019		
Item #	Project/Task	Status
1	Emergency Measures Organization	A meeting was held on May 2, 2019 with EMO Coordinator, Pat Kelly. Mr. Kelly is currently reviewing the EMO plan and the training requirements for those who are expected to be involved in responding to emergency situations. Further information will be provided as this initiative progresses.
2	Exempt Staffing Policy	A quote has been received from a HR Consultant to create the exempt staffing policy. Staff are currently seeking out funding programs which may offset the cost of the project to the Town.
3	Access to Information and Protection of Privacy Bylaw, Records Retention and Disposition Bylaw, Procurement Bylaw	Any work on these bylaws have been deferred until a further update is received from the Province with respect to new regulations and deadlines.
4	Wellfield Protection Plan	A Request for Decision has been circulated with the tentative agenda package requesting Council's approval of the Plan.
5	Strategic Plan Development	The Strategic Plan has been formally approved by Town Council. A "Launch and Social" has been scheduled for May 23rd, 2019 (with MRSB) to present the plan to the public. Staff will provide formal invitations/advertising of the public presentation the week of May 13th.
6	Victoria Street West Sidewalk Replacement	NO UPDATE The project has been deferred to 2020. The Province has agreed to include the sidewalk replacement project with their storm sewer replacement project and as such will provide design/tender services for the project and no additional cost to the town.
7	Official Plan and Zoning Bylaw 5 Year Review	NO UPDATE Work continues on this project. The project remains on schedule. Further information will be brought to Town Council as available.
8	Asset Management	NO UPDATE Staff continue to participate in the Provincial cohort program to gain the knowledge to operationalize the Plan and to ensure its effectiveness. Currently staff are working to complete an Asset Management Committee terms of reference and an Asset Management Policy. Further work will be required to provide other deliverables associated with the project, i.e. asset conditions, etc. Public Sector Partners (asset Management Consultant) continues to work on the formal development of the Town's Asset Management Plan.
9	Ballfield Batting/Pitching Cages	To date, no proposal has been received from the Minor Ball Association on the replacement of the batting cages.
10	Re-profiling of Gas Tax Funds	Staff are currently waiting to hear from the Infrastructure Secretariat whether or not the re-profiling applications have been approved for the Train Station/Boardwalk Upgrades project and the Wellfield Emergency Back-Up Power project. A meeting was held with an engineer on April 5th to discuss the requirements of the project in an attempt to have the project "shovel ready" when funding approval is received.
11	Investing in Canada Infrastructure Program (ICIP)	Three applications have been submitted to the ICIP; Wellfield Upgrades (including four-log reduction), Wastewater Lagoon Upgrades, and the Broadway Street South Watermain Extension.
12	Zoning of PID No 747790 - MS Woodsides Ltd.	A Request for Decision has been circulated with the tentative agenda package requesting that Town Council give second reading and formal adoption to the bylaw amendment and approval of the Official Plan Amendment.
13	Re- Zoning of PID No 801500 - Rocky Arsenault	A public meeting was held on May 8, 2019 to hear comments from the public in regards to the Bylaw amendment application. The matter has been referred to a professional planning consultant for review and recommendation. If the report is received prior to the May 13th meeting of Town Council, it will be presented for consideration.
14	Don Clark Ballfield Upgrades	A Request for Decision has been circulated with the tentative agenda package recommending that Town Council award a contract to complete the project.
15	Fitplex Equipment Replacement	A Request for Decision has been circulated with the tentative agenda package recommending that Town Council proceed with the purchase of a cable crossover machine.
16	Expression of Interest to Host 2019 FPEIM Semi-Annual Meeting	The FPEIM has been advised of the Town's interest in hosting their 2019 semi-annual meeting. I am informed that they will come out to look at the facility the week of May 13th.
17	20 Stewart Street	Quotes have been requested from three companies to complete the demolition of the single family home on the 20 Stewart Street Property. To date, only one quote has been received. If all quotes are received prior to the May 13th Council meeting, they will be presented accordingly. If not received, they will be brought forward to the May Committee of Council meeting.

Kensington Fire Department

Occurrence Report 2019

[illegible]

MARCH 2019

The Kensington Fire Department responded to 8 calls during the month of March and the average attendance for the fire calls was 17 men. Following is the breakdown of calls:

1. **March 4 – MVC – Rte. 1A in North Bedeque; 16 firefighters & 2 trucks**
2. **March 7 – MVC – Rte. 2 in Norboro; 17 firefighters & 2 trucks**
3. **March 13 – Fire alarm on Victoria St. – false alarm, stand down**
4. **March 15 – Flue Fire at White Rd. in Wilmot Valley; 18 firefighters & 2 trucks**
5. **March 17 – Residential Fire Alarm at Taylor Rd. In Malpeque; 15 firefighters and 1 truck – false alarm**
6. **March 17 – Structure Fire on Wilmot Valley Rd.; 24 firefighters & 4 trucks**
7. **March 19 – Flue Fire in Springfield; 14 firefighters & 2 trucks**
8. **March 22 – MFR to Rte 20 in Kensington; 15 firefighters & 1 truck**

Training was held with 18 firefighters present.

The 'new truck committee' continues to meet with suppliers on a regular basis.

Rodney Hickey
Chief

[illegible]

[illegible]

[illegible]

Year To Date Approved Development Permits Summary Report
2019

Development Permit Category	January	February	March	April	May	June	July	August	September	October	November	December		Total	
New Industrial				1										1	
Renovation Residential additions/alterations			1											1	
Renovation Residential Deck/Fence/Pools				1										1	
Total:				1										3	

Total Estimated Construction Value
\$250,000.00
\$60,000.00
\$5,000.00
\$315,000.00

DEVELOPMENT PERMITS REPORT
For the period April 09, 2019 to May 10, 2019

Permit Number	Date Permit Issued	PID	Applicant's Name & Address	Telephone Number	Permit Status	Work Type	Type of Construction		Value	Estimated Start	Estimated Finish
			Property Address								
Residential Deck/Fence/Pools											
03-19	04/25/2019	1547900	Claudia & Barry Arsenault - 60 Third Street	902-516-1538	Approved	Renovation	Residential Deck/Fence/Pools		\$5,000.00	05/01/2019	05/31/2019
			60 Third Street				Description:	Construct new covered deck			

Sub Total: \$5,000.00

Total: \$5,000.00



Mailing Address:
55 Victoria Street E
PO Box 418
Kensington, PE
C0B 1M0
Tel: 902-836-3781
Fax: 902-836-3741
Email: townmanager@townofkensington.com
Website: www.kensington.ca

For Office Use Only	
Permit #:	
Date Received:	April 18/19
Date Approved:	April 25/19
PEI Planning:	
Permit Fee: \$	50.00 <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 60 THIRD ST. Property Tax Number (PID): 1547900-000
Lot No.: _____ Subdivision Name _____ Current Zoning: _____
Are there any existing structures on the property?: ☐ No ☒ Yes, please describe:
Mini home & 2 small sheds.

Land Purchased from _____ Year Purchased 2017

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

2. Contact Information

APPLICANT Name: CLAUDIA & BARRY ARSENAULT Address: 60 THIRD ST.
Phone: 905 Cell: 516-1538 KENSINGTON
Email: barry.one@live.ca Postal Code: C0B 1M0

Same as Above: ☒

OWNER Name: _____ Address: _____
Phone: _____ Cell: _____
Email: _____ Postal Code: _____

CONTRACTOR, ARCHITECT OR ENGINEER Name: _____ Address: _____
Phone: _____ Cell: _____
Email: _____ Postal Code: _____

3. Infrastructure Components

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

Entrance Way Permit (Department of Transportation and Infrastructure Renewal) ☐ Attached

4. Development Description

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

<input type="checkbox"/> Single Family (R1)	<input type="checkbox"/> Commercial (C1)	<input type="checkbox"/> Public Serv./Institution (PSI)	<input type="checkbox"/> Other
<input type="checkbox"/> Semi-Detached (R2)	<input type="checkbox"/> Industrial (M1)	<input type="checkbox"/> Accessory Building	
<input type="checkbox"/> Multi-Unit Res. (R3)	<input checked="" type="checkbox"/> Mini Home (RM1)	<input checked="" type="checkbox"/> Decks/Fence/Pools	

Type of Foundation	External Wall Finish	Roof Material	Chimney
<input type="checkbox"/> Poured Concrete	<input type="checkbox"/> Vinyl Siding	<input type="checkbox"/> Asphalt	<input type="checkbox"/> Brick
<input type="checkbox"/> Slab	<input type="checkbox"/> Wood Shingles	<input type="checkbox"/> Steel	<input type="checkbox"/> Prefab
<input checked="" type="checkbox"/> Pier	<input type="checkbox"/> Steel	<input type="checkbox"/> Other	<input type="checkbox"/> Other
<input type="checkbox"/> Other	<input type="checkbox"/> Other		

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
			Width _____ Length _____

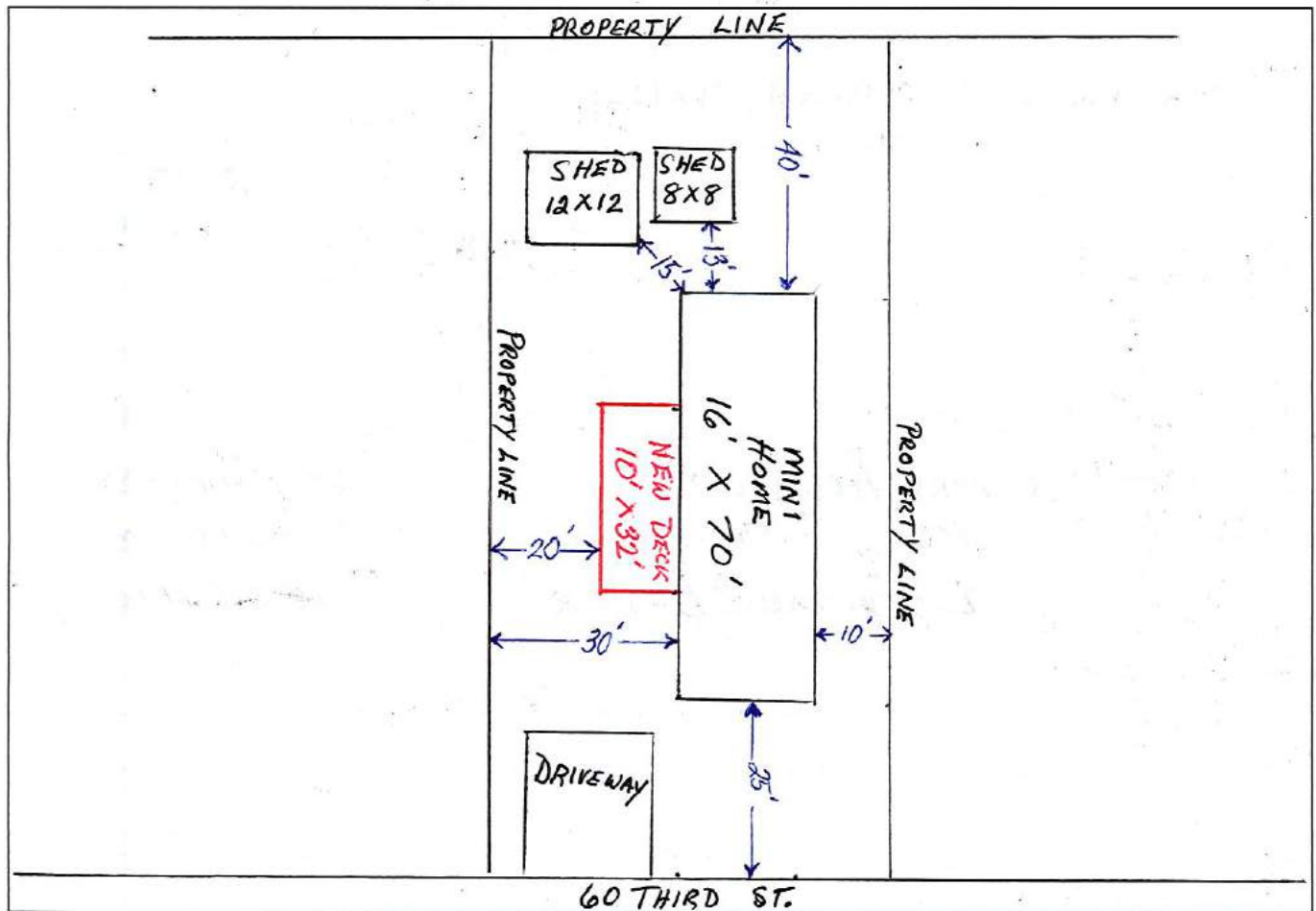
Detailed Project Description: DECK WITH ROOF

Estimated Value of Construction (not including land cost): \$5000.00

Projected Start Date: MAY 1/2019 Projected Date of Completion: MAY 31/2019

Please provide a diagram of proposed construction:

- a) Draw boundaries of your lot.
- b) Show existing and proposed buildings.
- c) Indicate the distance between buildings.
- d) Show location of driveway.
- e) Indicate distance to property lines.



I DO SOLEMNLY DECLARE & CERTIFY:

1. That I am the Authorized Agent of the Owner/the Owner named in the Application for a permit hereto attached.
2. That the information contained herein, the attached plans, and other included documents are true and complete and the development will be constructed or carried out in accordance with the plans and specifications as submitted.
3. Providing that the Town of Kensington and/or its agents or employees are acting in good faith in the administration of the Town Bylaws, I waive all rights of actions against Town of Kensington and/or its agents or employees in respect of any damages which may be caused through the operation of any provision(s) of its Bylaw or the revoking of a permit for any cause or irregularity or nonconformity with the Bylaw or regulations adopted by the Town of Kensington.
4. I assume responsibility for damage to any Town property including: sidewalks, curbs, streets or other infrastructure and I irrevocably agree to bear the cost of remediation repair or replacement of any Town damaged by myself or by any contractors, agents or employees working on the property which is the subject of this application to the complete satisfaction of the Town of Kensington.
5. Where services are available, properties must be serviced by municipal water and sewer in accordance with the Town of Kensington Water and Pollution Control Corporations minimum standards. I am responsible for costs associated with the connection as outlined in the IRAC (Island Regulatory and Appeals Commission) Regulations. Any connection to water or sewer must be inspected by the Town of Kensington Public Works Department and 24 hrs notice must be given and inspections must be made between the hours of 8 am and 5 pm, Monday to Friday.
6. That I know of no reason why the permit should not be granted in pursuance of the Application, and I make this declaration conscientiously believing it to be true.
7. I agree to comply with all laws of Canada, Province of Prince Edward Island, and Bylaws of the Town of Kensington pertaining to the construction/and use of the development applied for herein.
8. I understand that all Development Permits are valid for 12 months and subject to a 21-day appeal period following approval as stated under the PEI Planning Act.

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

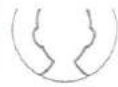
Signature of Applicant Clara da Costa Date: April 18/19

**Josh Wurck**

+19024395188



Good Morning Josh.
This is Claudia
Arsenault from
60 Third St in
Kensington .we
were wondering
if we would be al-
lowed to extend our
deck and put a roof
over it. Thank you.



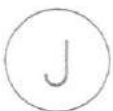
9:08 AM

**How big ?**

10:55 AM

32 long 10 wide.

11:01 AM



That's ok however it
must be able to be
removed easily. No
concrete.

11:05 AM

We know thank

Enter message

**SEND**

Town of Kensington Bills List Mar 2019

A1 - Vacuums	362362	\$201.15
Amalgamated Dairies Limited	4919067019	\$70.88
Amalgamated Dairies Limited	4919060021	\$14.67
Amalgamated Dairies Limited	4919081019	\$33.44
ADL Foods	2375838	\$835.38
ADL Foods	2376221	\$253.27
ADL Foods	2376759	\$399.40
ADL Foods	2376223	\$333.70
ADL Foods	2375115	\$476.90
ADL Foods	2375553	\$193.90
Aliant	6787894	\$236.99
Aliant	6790675	\$30.48
Andrew Griffin	MARCH 2019 RRSP	\$486.68
Auto Trim Design of PEI	1598	\$377.20
Barry Donald	DRIVERS MED MAR 19	\$75.00
Bell Mobility	2-384873	\$201.25
Bev Semple	MAR 2019	\$60.00
Biggar Overhead Doors	6215	\$547.40
Brad Hickey	MAR 3, 19 MILEAGE	\$65.12
Brenda MacIsaac	MARCH 2019 RRSP	\$286.88
Caitlyn Pocock	MAR 2019	\$30.00
Campbell's Plumbing and Heating	10205	\$86.25
Canadian Tire	27	\$247.15
Capital "T" Electric	650	\$49.50
Combat Computer Inc	49897	\$575.00
Commercial Construction	MARCH 2019	\$3,588.50
Canadian Union of Public Employees	MARCH 2019 DUES	\$514.65
David Elliott	MAR 3, 19 TRAINING	\$16.08
DV8 Consulting	DV8-19-K03	\$172.50
Eastlink	08138683	\$89.64
Eastlink	08138964	\$23.00
Eastlink	08138370	\$785.33

Elizabeth Hubley	MARCH 2019 RENT	\$805.00
Flags & Banners	2402	\$3,119.93
Frito Lay Canada	43753873	\$232.82
Geoff Baker	MARCH 2019 MILEAGE	\$307.85
Irving Oil	32839792	\$379.64
Irving Oil	0009500	\$11.50
Irving Oil	32845849	\$327.39
Irving Oil	32833705	\$117.68
Irving Oil	32827195	\$329.55
Irving Oil	32805257	\$149.22
Irving Oil	928170	\$312.86
Irving Oil	449302	\$373.97
Irving Oil	153254	\$290.19
Irving Oil	18307	\$730.37
Irving Oil	154135	\$514.41
Irving Oil	658044	\$445.34
Irving Oil	940087	\$199.70
Irving Oil	851777	\$604.63
Irving Oil	444902	\$610.62
Irving Oil	417763	\$323.56
Irving Oil	623900	\$547.84
Irving Oil	623286	\$554.87
Irving Oil	863438	\$208.23
Irving Oil	220168	\$412.72
Irving Oil	361494	\$194.65
Island Petroleum	9521	\$302.11
Island Petroleum	9522	\$468.93
Island Petroleum	9523	\$509.37
Island Petroleum	9526	\$246.92
Island Petroleum	9525	\$613.01
Island Petroleum	9524	\$375.28
Island Petroleum	9527	\$507.98
Island Technology Professionals	967	\$140.00
Jack Spencer	MAR 2019	\$50.00

Jamie Perry	MARCH 2019	\$100.00
K&D Pratt Group Inc	171095	\$552.00
Kays Wholesale	Z02619	\$350.72
Kays Wholesale	Z02636	\$535.73
Kensington Agricultural Services	23516	\$6.69
Kensington Agricultural Services	23172	\$125.47
Kent Building Supplies	1132726	\$30.39
Kent Building Supplies	1134780	\$13.42
Kent Building Supplies	1136006	\$50.11
Kent Building Supplies	1131827	\$26.67
Kevin Stewart	MAR 3, 19 TRAINING	\$16.08
Kim Mullett	12MAR2019	\$15.98
Kensington Metal Products Inc	45990	\$562.85
K'Town Auto Parts	16978/5	\$28.67
K'Town Auto Parts	17022/5	\$57.34
Langille Sharpening Service Inc	62417	\$201.25
Lewis Sutherland	MAR 19 MILEAGE	\$126.43
Lewis Sutherland	MARCH 2019 RRSP	\$628.20
Linkletter's Welding Ltd	403673	\$7.02
Maritime Electric	TRAIN STN MAR 19	\$604.75
Maritime Electric	EVK POOL MAR 19	\$65.24
Maritime Electric	SPEED RADAR MAR 19	\$105.13
Maritime Electric	CAR CHARGER MAR 19	\$40.04
Maritime Electric	STREET LIGHTS MAR 19	\$2,912.82
Maritime Electric	FIRE HALL MAR 19	\$371.06
Maritime Electric	ART CO-OP MAR 19	\$222.11
Maritime Electric	LIBRARY MAR 19	\$239.38
Maritime Electric	TOWN HALL MAR 19	\$1,467.52
Maritime Electric	SENIOR CO-OP MAR 19	\$55.28
Maritime Electric	CUC SIGN MAR 19	\$102.83
Maritime Electric	CUC RINK MAR 19	\$8,232.59
Maritime Electric	CUC BALLFIELD MAR 19	\$30.29
Maritime Electric	PW SHOP MAR 19	\$244.87
Maritime Electric	20 STEWART MAR 19	\$35.03

Malpeque Bay Credit Union	MARCH 2019 RRSP	\$1,602.58
Medacom Atlantic Inc	010678	\$251.16
Mid Isle Electric	7871	\$55.20
Minister of Finance	307890	\$843.31
MJS Marketing & Promotions	2662032	\$287.50
MJS Marketing & Promotions	2662018	\$115.00
MJS Marketing & Promotions	2662006	\$51.75
Moase Plumbing & Heating	29603	\$637.12
Orkin Canada	9182632	\$40.25
Orkin Canada	9182124	\$67.28
Orkin Canada	918912	\$28.75
PEI Chiefs of Police	2018-6	\$100.00
PEI Firefighters Association	C2-3469	\$10,165.99
PEI Firefighters Association	C2-3470	\$268.46
PEI Firefighters Association	MAR 2 ICE RESCUE COR	\$518.88
PEI Womens Institute	GALA DINNER 19 MAYOR	\$75.00
Pepsico	70962702	\$1,172.07
Petty Cash	MARCH 2019	\$90.48
Pitney Bowes	3201060144	\$161.01
Pitney Bowes	3201065084	\$33.53
Princess Auto	775141	\$440.91
Robert Wood	MARCH 19 MILEAGE	\$168.80
Rogers Electrical Wholesale Ltd	257593	\$295.07
Rogers Electrical Wholesale Ltd	257160	\$148.44
Saltwire Network	19325	\$182.85
Saltwire Network	19736	\$401.06
Saunders Equipment Ltd	75589	\$464.66
Mikes Independent	01 2849	\$34.14
Mikes Independent	01 1429	\$128.56
Mikes Independent	01 2965	\$51.43
Mikes Independent	01 1017	\$47.81
Mikes Independent	01 5048	\$58.74
Mikes Independent	01 6881	\$15.00
Mikes Independent	01 9500	\$31.02

Scotia Securities	D KILLAM MAR 19 RRSP	\$390.68
Scotiabank Visa	TIM HORTONS	\$21.84
Scotiabank Visa	MY SAFETY SIGN FEB19	\$201.50
Scotiabank Visa	WALMART	\$34.48
Spring Valley Building Centre Ltd	201801	\$83.49
Spring Valley Building Centre Ltd	201640	\$41.75
Spring Valley Building Centre Ltd	202126	\$109.25
Spring Valley Building Centre Ltd	202327	\$83.49
Spring Valley Building Centre Ltd	773732	\$37.95
Spring Valley Building Centre Ltd	773337	\$86.43
Spring Valley Building Centre Ltd	201968	\$41.75
Staples	550328-0646	\$430.10
Summerside Chrysler Dodge (1984) Ltd	22537	\$833.46
Summerside Chrysler Dodge (1984) Ltd	22342	\$149.44
Suncor Energy Products Partnership	MAR 2019	\$520.53
Superior Sanitation	670293	\$207.00
Superior Sanitation	670292	\$230.00
Superior Sanitation	670291	\$184.00
Superior Sanitation	670290	\$80.50
T & K Fire Safety Equipment Ltd	244532	\$101.20
T & K Fire Safety Equipment Ltd	244442	\$335.34
Telus	MARCH 2019	\$743.03
TnT... Marketing Inc	2687	\$282.67
Vail's Fabric Services Ltd	324853	\$104.42
Vicki MacEachern	MAR 27, 2019 MILEAGE	\$47.00
Water & Pollution Control Corporation	MARCH 2019	\$237.37
Wet n' Wild Car Wash	292998	\$90.00
Yellow Pages Group	19-7038378	\$22.08
Subtotal		<u>\$69,603.95</u>
Mar Payroll		\$78,578.52
Capital Purchases		
DV8 Consulting	DV8-19-K04	\$3,532.14
Kent Building Supplies	2635569	\$2,176.32

T & K Fire Safety Equipment Ltd	244641	\$13,431.00
Subtotal Capital		\$19,139.46
Total Mar Bills		\$167,321.93

TOWN OF KENSINGTON – MEMORANDUM

TO: MAYOR AND TOWN COUNCIL, CAO
FROM: ROBERT WOOD, CUC MANAGER
SUBJECT: MARCH 2019 CREDIT UNION CENTRE REPORT
DATE:
ATTACHMENT: STATISTICAL REPORT

March 2019

Fitplex

Programming: Aerobics Programming

Tuesday	6.30pm	Hi Lo	Traci Campbell
Thursday	6.30pm	Boxer Fit	Traci Campbell
Saturday	8.30am	Multi Fit	Traci Campbell
Saturday	10:00am	Kids Yoga	

Mondays and Wednesdays Kensington Wild off Ice training 6.00-7.00pm

Hours

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

Emergency exit door with crash bar installed.

Arena

- One storm day in March that the arena was not opened.
- Kensington Wild played 2 playoff home games in March
- Kensington Vipers played 3 regular season games and 3 playoff home games in March
- Kensington Figure Skating ice show was in March
- Minor Hockey ended its regular season March 16, 2019
- Aaron Doyle Mardi Gras Rec Tournament was held March 2019

Kensington Cash

March, 2019	\$200.00
	\$200.00
	\$200.00
	<u>\$210.00</u>

Total \$810.00

Ball Fields

Minor Ball Pitching cage was discussed at the Minor ball meeting and will they will be submitting proposals on rebuilding the pitching cage to Town Council

Owen Simpson has been contacted to put ball safety netting back up and repair holes.

Tournaments booked to date:

- Mosquito July 5-6-7
- Danny Hughes Memorial July 12-13-14
- Steve Noonan Eastern Canadians Sept 6-7-8

Senior Center

Activities at the senior center on a weekly basis

- Exercise classes
- Story Board
- Leather working
- Meetings
- Painting
- Touch therapy

Upcoming Events

- Playoffs for Vipers April, 2019
- Novice A Tournament Booked for April 2019

- Atom A Tournament Booked for April, 2019
- Atlantic Hockey Group Booked April 2019
- Kensington Vipers Jr b Team will be hosting the Don Johnson Memorial Cup Atlantics in April 23-28, 2019.
- Fishing Derby, 2019
- Bike Rodeo, 2019
- Canada Day, 2019
- Lady Slipper Dog Show July, 2019
- Harvest Festival, 2019

Town of Kensington Credit Union Centre Monthly Statistical Data 2019

[illegible]

2018

[illegible]



Mayor's Report to Town Council

May 13, 2019

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

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

Committee of Council meetings are held on the 4th Monday of each month (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.

Music Night at the Gazebo – Kim Caseley and I met with Fen Fornetran (the person who is coordinating the music at the gazebo) to review how this can be promoted this year. Kim has been added to the Facebook page as administrator and she will help to keep it current. She has already been able to increase the followers on this. Thanks Kim. Additionally the event is now being promoted as "Town of Kensington Summer Music Series".

Scotiabank – Mr. Baker, Mrs. MacKinnon and I met with Scotiabank for the annual review. They approached us with improved costing and suggestions for changes going forward. They made a point of congratulating town staff on the progress they have made over the last two years to improve cash flow. Thank You Mr. Baker and Mrs. MacKinnon.

Spring is in the Air Gala – On behalf of the Town of Kensington, I attended the annual Women's Institute Spring is in the Air Gala and silent auction held at the New London Community Complex this year.

Don Johnson Memorial Tournament – As I was away attending the Atlantic Mayors' Congress, Deputy Mayor Pickering represented Council at the opening ceremonies. Thank you to Deputy Mayor Pickering. I was able to attend one game of the series and I was fortunate enough to be in attendance when our local Kensington Moose Plumbers Vipers won the game and advanced to the final game. This was an exciting tournament and our thanks go out to Pat McIver and all the organizers and volunteers who made the tournament successful. Thanks to all the extra effort by Mr. Wood, Manager



of Credit Union Centre as I know he put in extra time to make sure everything went well.

Atlantic Mayors' Congress – This semi-annual gathering was held in Halifax as we were hosted by Mayor Mike Savage. Meetings and discussions centered around the Federation of Canadian Municipalities lobbying efforts, the importance of Public Safety, the need for Emergency Preparedness and the necessity of meeting Federal and Provincial Wastewater Regulations. Additionally there were resolutions passed requesting the Atlantic Mayors' Congress support and lobby the Federation of Canadian Municipalities to request the Investing in Canada Infrastructure Program be amended to allow semi-professional sporting facilities to be funded through the Investing in Canada Infrastructure program; that we support the establishment of the Atlantic First Nations Water Authority; and that the Gas Tax Funding Program be amended to allow stacking with other federal government funding programs.

Federation of Prince Edward Island Municipalities – Mr. Baker, Councillor Mann and I attended the AGM of FPEIM. Congratulations to Councillor Mann on being proclaimed as the Prince County Representative for Towns. Congratulations as well to Councillor Mann on becoming the Vice President of Cities and Towns for FPEIM. The topics presented at this AGM were on Climate Change, Renewable Energy, Sustainable Communities and Building Flood Resilient Communities.

Medical Student – I have met annually with a medical student who has been with the Kensington Medical Centre and had the opportunity to explain how a municipality operates and the importance a strong medical centre is to the area. I met on May 2nd with Aaron Rainnie who is a first year medical student. Following our discussions I introduced him to several town staff and also showed him around our town pointing out specific areas such as the Train Station, Waste Treatment Facility, Well Field Protection Area, Industrial Park, Volunteer Fire Department, Schools and Credit Union Centre.

Battle of the Atlantic Commemoration – Annually, on the first Sunday of May, Ship's Company of HMCS Queen Charlotte along with members of the Royal Canadian Legion and Royal Canadian Sea Cadets gather to commemorate the Battle of the Atlantic. This took place this year at the North Rustico Cenotaph. A great turnout to commemorate the longest continuous military campaign of the second world war running from September 3, 1939 to May 8, 1945 where over 4,500 lives were lost and many ships.

Town Clean Up Day – May 11, 2019. Thanks to Deputy Mayor Pickering for taking the lead on Cleanup Day to coincide with the PEI Women's Institute Cleanup Day. Thanks as well to Kim Caseley who play a large part in organizing some of the logistics.



Correspondence request re Pickleball – I received the following email from Nick Gallant. I replied to Mr. Gallant and I have enclosed my reply to Mr. Gallant where I advised him I would bring this before Council in case Council wished to given different direction.

Inquiry from Mr. Nick Gallant via email May 8, 2019

Good afternoon mayor,

I am writing you in hopes of drawing some attention to a potential draw to the community as well as a way to repurpose a non used space. Currently at the high school there are 3 tennis courts that are not used and have been deteriorating each year, I was wondering if they could be resurfaced and lined for pickleball courts. Pickleball is starting to trend quite highly with groups of all ages and is a great outdoor activity for anyone who has played.

By doing these courts over, the town could potentially run tournaments all summer with proceeds going towards the cost to update the surface. I believe this would be a great idea to bring a little more activity within the town as well as tourists who enjoy the sport.

I look forward to hearing from you.

Nick Gallant

REPLY to Mr. Gallant

Dear Mr. Gallant;

Thank you for your inquiry regarding the tennis courts at the KISH and your desire to have them converted to pickleball courts.

I have done some checking into your inquiry and offer the following:

1 The tennis courts at KISH are in fact not owned by the Town of Kensington but are property of the Public Schools Branch, therefore I would direct your attention to someone at the Public Schools Branch for possible attention to your request. If you are unable to contact anyone there, let me know and I will see if I can get you a contact name and number.

2. The Town of Kensington has been and will continue to be supportive of initiatives for recreation within the Town. The Town has assisted some local players with the purchase of nets and equipment for use by pickleball players. These nets and equipment are used at the schools or wherever the local pickleball players wish to play.



3. At Credit Union Centre (Rink) the Town has lined off the caged in area outside the facility for pickleball so the local clubs could play outside in the summer months. I will copy our Town Manager, Mr. Geoff Baker on this email so he can follow up to make sure the lines are still visible.

4. The Town of Kensington does not have a recreation director who specifically looks after events like this. Being a small town we do not have the resources to hire a recreation director at this time. However, having said that we are very fortunate that we do support many who have taken the leadership role to bring a high level of recreation activities to the area. We have hockey teams (Minor Hockey, Moose Plumbing and Heating Vipers Hockey Team, Monaghan Farms Wild Hockey Team, Recreation Hockey League); Figure skating clubs, Baseball teams, Snowshoe organizations, Beach Volleyball during Harvest Festival, etc. These teams and organizations are run by individuals who have stepped up and they rent the facilities from the Town or Credit Union Centre.

5. Mr. Robert Wood Manager of Credit Union Centre is responsible to operate and maintain the Credit Union Centre, help organize and operate the Kensington Harvest Festival working with a group of volunteers, organize the Town parades (Harvest Festival Parade and Santa Clause Parade), rent ice time, operate the canteen at the rink, operate and maintain the Kensington Fitplex at the Credit Union Centre, operate and maintain the ball fields and rent them to users, organize Canada Day Activities for the Town and I am sure I am forgetting something. Having said that I am sure you can see we do have a lot of activity going on in Kensington and we would certainly be willing to work with someone like yourself who may want to take pickleball to the next step.

I will bring your email to our Town Council along with my reply to you and see if they wish to do more than I have offered.

I do hope you understand we are very supportive of recreation initiatives and will do what we can to assist but are not currently in a position to organize and operate pickleball activities.

If I can be of further assistance please contact me.

Best Regards

Rowan

Cc Geoff Baker, CAO

New Provincial Cabinet – I attended the swearing in ceremony of the new premier and provincial cabinet in Georgetown. We should be pleased to have our local MLA Matthew MacKay sworn in as the Minister in charge of Economic Development and Tourism. These are two portfolio's that are crucial to the Kensington and Area. I had the opportunity to meet with a few of the new Ministers who will have the potential to impact the Town of Kensington. We wish them all the best and look forward to many years of productive government.

Confederation Bridge Toll Discussion – At the Atlantic Mayors' Congress and also at the Federation of Prince Edward Island Municipalities I was approached by Summerside Councillors to see if the



Town of Kensington would join with other municipalities on Prince Edward Island to support the lobby efforts of Senator Percy E. Downe to have the Federal Government assume the cost of tolls for the Confederation Bridge. Below please find a draft resolution for consideration. I request Councillors give this some thought and ask you to support the Town of Kensington passing a resolution and forwarding such resolution to our Federal Members of Parliament, Government of Prince Edward Island and Senator Percy E. Downe.

WHEREAS, the Town of Kensington supports the Government of Canada's commitment to build infrastructure, promote economic growth and facilitate the efficient movement of products and traffic;

AND WHEREAS the Town of Kensington agrees with the initiatives of municipalities on Prince Edward Island supporting Senator Percy E. Downe's advocacy to have the Federal Government eliminate the toll charged to cross the Confederation Bridge;

AND WHEREAS the Confederation Bridge currently charges a minimum fee of \$47.75 for each passenger vehicle;

AND WHEREAS the Confederation Bridge is a replacement link to the rest of Canada and is a Constitutional Requirement;

AND WHEREAS the toll charged is a burden to every islander, tourist, business owner and a deterrent to the economic development of Prince Edward Island;

AND WHEREAS the Town of Kensington agrees with Senator Downe's advocacy for equality and fairness in federal bridge toll costs across the country, specifically as they apply to the decision to not charge tolls on the Champlain Bridge in Montreal built and maintained at tax payers expense;

BE IT RESOLVED THAT the Town of Kensington calls upon the Government of Canada to consider the elimination of all tolls charged on all users who cross the Confederation Bridge.

Town of Kensington Education Support – The Town currently supports the KISH safe graduation program at KISH and contributes funds towards prizes for graduates of KISH and QEES. I believe it is worth considering an additional specific *Town of Kensington Scholarship* to be presented to a graduating student annually by the Town. The criteria would have to be set for this but it is not too late to consider for this year. Some things we may want to consider are: Does the student have to reside in Kensington or just attend KISH, Do they have to be going to a University or will any further education facility suffice, etc. The Guidance Counsellor will assist us in drafting any criteria Council wishes. I



support this idea because I think it is important to assist our youth with future education opportunities. Education is becoming more expensive all the time and I am advised that some text books at University can cost \$800. For our town to be strong we need a strong education facility in town. I believe that our show of support with a *Town of Kensington Scholarship* is an indication of our support for schools in our community. I would propose a *Town of Kensington Scholarship* in the amount of \$1,000 be presented each year and the selection be determined by the School Selection Committee based on any criteria Town Council may wish to propose. I ask for your support for this proposal.

Rowan Caseley
Mayor – Town of Kensington



POLICY

OPTIONS

POLITIQUES

THE PUBLIC FORUM FOR THE PUBLIC GOOD

Many discrepancies in plans for toll-free Champlain Bridge

Government isn't being straight with Canadians on why the Champlain Bridge will be toll-free but those using other bridges must pay.



Photo: Shutterstock, by meunierd.

Many discrepancies in plans for toll-free Champlain Bridge

Government isn't being straight with Canadians on why the Champlain Bridge will be toll-free but those using other bridges must pay.

During the last federal election, Liberal Leader Justin Trudeau announced that, if elected, he would not proceed with the plan to charge tolls on Montreal's new Champlain Bridge — a \$4.2-billion project, now nearing completion.

On May 29, 2018, the Auditor General of Canada reported that the decision to eliminate tolls on the federally owned bridge will result in lost revenue to Ottawa of at least \$3 billion over 30 years.

A previous estimate prepared by the Parliamentary Budget Officer had calculated those losses to be \$4.3 billion. Averaging these estimates produces a yearly cost to the Canadian government of \$121.7 million, just for the tolls.

In contrast to arrangements for Confederation Bridge in Prince Edward Island, with its \$47.75 toll, Ottawa is also paying all maintenance costs for the Champlain Bridge, at an average of \$25.1 million per year. So the total annual cost of the Champlain Bridge, in forgone tolls and maintenance, is \$146.8 million.

In 2017 the minister of infrastructure and communities at the time, Amarjeet Sohi, stated that the new Gordie Howe Bridge in Windsor, Ont., will have a toll.

Canada now has two major multibillion-dollar bridge projects under way. However, where Windsor's Gordie Howe Bridge, estimated to cost \$5.7 billion to build and maintain, will charge a toll, the replacement Champlain Bridge in Montreal will be toll-free.

“If toll revenue is so important to the sustainability of the government’s infrastructure renewal program, why isn’t there a toll on the Champlain Bridge?”

Meanwhile, Prince Edward Islanders continue to pay \$47.75 to use Confederation Bridge, which cost slightly over \$1 billion to construct in the 1990s.

Why are Canadian taxpayers paying the full construction and maintenance cost of the Champlain Bridge in Montreal, while users of the other bridges pay a toll to cover those same expenses, when all three bridges are owned by the government of Canada?

To be specific, why is the federal government prepared to spend over \$146 million annually to remove the toll on the Champlain Bridge and cover the maintenance costs, but not to spend much less to remove the toll on Confederation Bridge?

The subsidy to the Confederation Bridge operator, plus the lost revenue from tolls, would still be less money than the yearly cost of the subsidy to the Champlain Bridge.

The problem with this discrepancy goes beyond issues of simple fairness, important as those are. The government’s commitment to a toll-free Champlain Bridge flies in the face of its plan to, in the words of its 2016

Economic Statement, “leverage its investments in infrastructure, by bringing in private capital.” In other words, government will no longer be expected to foot the entire bill for large-scale infrastructure projects, but rather will partner with, or leave the entire job to, the private sector.

Of course, private investors aren’t going to fund Canadian transportation infrastructure projects out of the goodness of their hearts: they expect to make their money back with more besides, and that means tolls. All this begs the question: If toll revenue is so important to the sustainability of an infrastructure renewal program, why isn’t there a toll on the Champlain Bridge?

For example, government representatives keep repeating, as Sohi stated in the Senate on May 10, 2016:

“Related to the new toll-free Champlain Bridge in Montreal, the bridge that we are building is a replacement. It is not a new bridge. The bridge that already exists needs to be replaced. The reason we are committed to not having a toll on the new Champlain Bridge is that the current one does not have a toll.”

Sohi made the same argument in September 2017. In reality, the current Champlain Bridge charged a toll for half of its existence, from 1962 until the toll was abolished on May 4, 1990, roughly 28 years.

Furthermore, the idea that there can’t be a toll on the new Champlain Bridge because it is a “replacement” would also apply to Confederation Bridge, replacing as it did a ferry service. Canada made a constitutional promise to Prince Edward Island as part of its entry into Confederation in 1873.

The Terms of Union required:

That the Dominion Government shall assume and defray all the charges for the following services, viz.:—

Efficient Steam Service for the conveyance of mails and passengers, to be established and maintained between the Island and the mainland of the Dominion, Winter and Summer, thus placing the Island in continuous communication with the Intercolonial Railway and the railway system of the Dominion.

In other words, a year-round connection between Prince Edward Island and Canada was a precondition for the colony's entry into Confederation. As time and technology advanced, "continuous communication" evolved from "steam service" and ice boats to car ferries and ultimately to the permanent fixed link that is Confederation Bridge, a development acknowledged, and indeed enabled, by a 1993 amendment to the Constitution that clarified that "a fixed crossing joining the Island to the mainland may be substituted for the steam service." As busy and important as the Champlain Bridge — new or old — might be, it does not exist to meet a constitutional requirement. Confederation Bridge does.

It also bears remembering that there is no requirement in law that the replacement for a toll-free bridge cannot itself charge a toll.

In fact, the original plan for the replacement Champlain Bridge included tolls that were estimated (by the Parliamentary Budget Officer) to range between \$2.60 and \$3.90 and were included in the 2014 federal budget.

If all Canadian taxpayers must collectively finance the cost of both construction and maintenance of the Champlain Bridge, and Montreal ends up getting a \$4-billion government-funded bridge with no tolls, then Canadians in the rest of the country have a right to receive equal treatment. If we are going to discard the long-standing user-pay policy for transportation megaprojects in Canada, then Prince Edward Islanders can look forward to the removal of tolls on Confederation Bridge. And residents of Southern Ontario should be able to cross their new bridge without paying both to build it and to use it.

Prime Minister Trudeau recognized the problem with the \$47.75 toll on Confederation Bridge in his remarks during a town hall meeting on January 13, 2017, when he called Confederation Bridge "an expensive bridge to build and it's an expensive bridge to cross." At that same public meeting, in Peterborough, Ont., he committed to "look at what can be done to make sure that people are able to travel freely, travel efficiently, and openly across this country at modest costs."

Prince Edward Islanders are still waiting for the Prime Minister to deliver those "modest costs." Hopefully the Auditor General's report of May 2018 will spur him to take action.

Ultimately, the government of Canada must answer two questions. Does the policy of a toll-free Champlain Bridge make any financial sense to anyone? And why are Canadians being treated differently depending upon where they live?

Senator Percy E. Downe



SENATE
SÉNAT

Town of Kensington - Request for Decision

Date: May 1, 2019	Request for Decision No: 2019-27
Topic: Development Control Bylaw and Official Plan Amendment – PID No. 747790 – Second Reading and Formal Adoption	
Proposal Summary/Background: <p>Town Council annexed the subject property (PID No 747790) inside the municipal boundary in 2018 to facilitate a centrally serviced residential development on the property. A development permit application has been submitted to the Town by the property owner, M S Woodsides Ltd. to construct one single family residential unit on the property. It is understood that more single-family residential units are proposed to be constructed on the property in the future. Such a development (multiple single unit residential dwellings on a singular property), is not currently permitted under the Town's Development Control Bylaw.</p> <p>To facilitate the current proposed development of the property, Town Council are required to apply an appropriate future land use and zoning designation to the property, which requires an Official Plan and Development Control Bylaw amendment. It is proposed that a Single Residential (R1) future land use and zoning designation be applied to the property.</p> <p>Once the Bylaw and Official Plan amendment process has been completed, Council may then consider the development permit application.</p> <p>The issue of zoning the property was given to DV8 Consulting to review and provide an interim report for Council's consideration prior to initiating the amendment process. DV8's report provided a number of options for consideration and recommended that Town Council apply a R1 future land use and zoning designation, and that a larger discussion around multiple single residential dwelling units on a singular property be undertaken as part of the Official Plan and Development Bylaw review process currently underway. Town Council concurred with this recommendation.</p> <p>Subsequently, direction was given to staff at the March 2019 regular meeting of Town Council to proceed with the Official Plan and Development Control Bylaw amendment process. A public meeting was scheduled and held on April 4th, 2019 according to the requirements of the PEI Planning Act and the Town's Development Control Bylaw. A public notification ad was placed in the Journal Pioneer on March 23, 2019. Notification letters were delivered to all neighbouring property owners within a five hundred (500) foot radius of the subject property on March 25th. Written comments were requested to be submitted by April 4, 2019 at 4:00 PM, for those unable to attend this public meeting, with one written submission being received from David Webster, expressing support for the application.</p> <p>The Public Meeting was attended by four members of the Public with no formal objections made to the proposed Bylaw and Official Plan amendments.</p> <p>The proposed Bylaw and Official Plan amendment was considered and given first reading at Council's regularly scheduled April meeting.</p> <p>The following information is being circulated with this Request for Decision:</p> <ol style="list-style-type: none">1. Report from DV8 Consulting2. Mapping and Public Meeting Information3. April 4, 2019 Public Meeting Minutes	

Benefits: <ul style="list-style-type: none"> Will apply an appropriate future land use and zoning designation to the property to permit the current development proposed for the property. 	
Disadvantages: <ul style="list-style-type: none"> None noted. 	
Discussion/Comments: <p>It is recommended that Town Council give second reading and formal adoption to the Development Control Bylaw amendment and Official Plan amendment, as proposed.</p>	
Options: <ol style="list-style-type: none"> Proceed to give second reading, approval and formal adoption to the proposed Bylaw amendment and approval to the proposed Official Plan amendment. Not give first reading or approval to the proposed amendments. 	
Costs/Required Resources: N/A	Source of Funding N/C
Recommendation: <p>It is recommended that Town Council consider and adopt the following resolutions:</p> <p>First Reading</p> <p><u>Resolution 3</u></p> <p><i>WHEREAS the Town of Kensington annexed PID No. 747790, being lands of MS Woodsides Ltd., inside the municipal boundary in 2018;</i></p> <p><i>AND WHEREAS the subject property requires an appropriate zoning designation to be applied by Town Council to facilitate the development of the property;</i></p> <p><i>AND WHEREAS a development proposal has been submitted to the town by the property owner to construct a single residential dwelling on the property;</i></p> <p><i>AND WHEREAS a public meeting was held on April 4, 2019 in accordance with the PEI Planning Act and the Town's Development Control Bylaw, to allow Town Council to hear public comments on a proposal to apply a Single Residential (R1) Future Land Use and Zoning designation to the property;</i></p> <p><i>AND WHEREAS town staff have evaluated the proposed Development Control Bylaw amendment, in consultation with DV8 Consulting, and are recommending that Town Council proceed with the amendment;</i></p> <p><i>AND WHEREAS the Bylaw amendment was read and approved a first time at a meeting held on</i></p>	

April 8, 2019;

BE IT RESOLVED THAT Kensington Town Council give second reading to amend the Zoning and Subdivision Control Bylaw to apply a Single Residential (R1) zoning designation to PID No. 747790 for the purpose of constructing a single residential dwelling on the property.

Resolution 4

WHEREAS the Town of Kensington annexed PID No. 747790, being lands of MS Woodsides Ltd., inside the municipal boundary in 2018;

AND WHEREAS the subject property requires an appropriate zoning designation to be applied by Town Council to facilitate the development of the property;

AND WHEREAS a development proposal has been submitted to the town by the property owner to construct a single residential dwelling on the property;

AND WHEREAS a public meeting was held on April 4, 2019 in accordance with the PEI Planning Act and the Town's Development Control Bylaw, to allow Town Council to hear public comments on a proposal to apply a Single Residential (R1) Future Land Use and Zoning designation to the property;

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

AND WHEREAS the Bylaw amendment was read and approved a first time at a meeting held on April 8, 2019

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

BE IT RESOLVED THAT Kensington Town Council approve second reading to amend the Zoning and Subdivision Control Bylaw to apply a Single Residential (R1) zoning designation to PID No. 747790 for the purpose of constructing a single residential dwelling on the property.

Resolution 5

WHEREAS the Town of Kensington annexed PID No. 747790, being lands of MS Woodsides Ltd., inside the municipal boundary in 2018;

AND WHEREAS the subject property requires an appropriate zoning designation to be applied by Town Council to facilitate the development of the property;

AND WHEREAS a development proposal has been submitted to the town by the property owner to construct a single residential dwelling on the property;

AND WHEREAS a public meeting was held on April 4, 2019 in accordance with the PEI Planning Act and the Town's Development Control Bylaw, to allow Town Council to hear public comments on a proposal to apply a Single Residential (R1) Future Land Use and Zoning designation to the property;

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

AND WHEREAS the Bylaw amendment was read and approved a first time at a meeting held on April 8, 2019

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

BE IT RESOLVED THAT Kensington Town Council formally adopt an amendment to the Town's Zoning and Subdivision Control Bylaw to apply a Single Residential (R1) zoning designation to PID No. 747790 for the purpose of constructing a single residential dwelling on the property.

Resolution 6

General Land Use Map (Official Plan) Amendment Approval Resolution

WHEREAS the Town of Kensington annexed PID No. 747790, being lands of MS Woodsides Ltd., inside the municipal boundary in 2018;

AND WHEREAS the subject property requires an appropriate future land-use designation to be applied by Town Council to facilitate the development of the property;

AND WHEREAS a development proposal has been submitted to the town by the property owner to construct a single residential dwelling on the property;

AND WHEREAS a public meeting was held on April 4, 2019 in accordance with the PEI Planning Act and the Town's Development Control Bylaw, to allow Town Council to hear public comments on the proposal to apply a Single Residential (R1) Future Land Use designation to the property;

AND WHEREAS town staff have evaluated the proposed Official Plan amendment, in consultation with DV8 Consulting, and are recommending that Town Council proceed with the amendment as proposed;

BE IT RESOLVED THAT an amendment to the General Land Use Map, that is part of the Town's Official Plan, to add a Single Residential future land use designation to PID No. 747790, for the purpose of constructing a single residential dwelling on the property, be hereby approved.

March 7, 2019

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

Re: Future Land Use and Zone for Woodside property

Dear Mr. Baker,

In response to your enquiry regarding the Woodside property (PID 747790) which was recently annexed by the Town of Kensington, I have contacted the provincial Municipal Affairs department and have confirmed that this property which currently has no land use (Future Land Use Map) or zone (Zoning Map) identified for it, does require an *Official Plan* and *Bylaw* amendment to assign a zone to it before a development application can be processed.

I understand that the property owner is interested in developing a single detached dwelling on the property and that they would like to explore their options for a multi-unit residential development in the future (as stated in the annexation application letter). Furthermore, I understand the intent is to eventually develop multiple single detached dwellings rather than multi-unit buildings. Currently the only zone that permits multiple single detached dwellings on a single property is the Mini-Home Court Zone (RM1). As such, I have reviewed the Town's Official Plan and Bylaw and have identified a few options for how Council could proceed with this application.

1. Zone the property to R1 or R2 (Single Residential or Low Density Residential on the Future Land Use Map). The R1 or R2 zones are consistent with surrounding properties and would allow the applicant to proceed with the development application for the single detached dwelling as proposed. However, the R1 and R2 zones currently do not allow multi-unit residential developments, nor do they permit multiple dwellings on a single lot. As such future development of this property, as currently proposed, would require a future rezoning and/or bylaw amendment.
2. Zone the property R3 (multi-unit residential on the Future Land use Map). The R3 Zone permits multiple multi-unit buildings on a lot however a single detached dwelling is not permitted. To develop a single detached dwelling in the R3 zone, would first require a bylaw amendment. An additional concern with zoning the parcel to R3, is that the development plans could change and the property could then be developed as a large multi-unit building (apartment) which is inconsistent with the existing neighbourhood residential density.
3. Zone the property to Mini-home Court Zone (Mini Home Court on the Future Land Use Map). For development in the RM1 zone, the owner would need to design the whole parcel as a mini-home court, meeting requirements for a shared right-of-way and greenspace, and this overall plan would require approval by Council. A mini-home court (although typically developed with mini-homes) is permitted to be developed with single detached dwellings, subject to the R1 zone lot and structure standards. This zone would permit the applicant to precede with the

current proposal however the applicant would reserve the right to develop the mini-home court with mini-homes instead of single detached dwellings as permitted in the zone, and as such a rezoning application to this zone may cause concerns for neighbours.

- Finally, Council could consider an amendment to the bylaw to permit 'grouped dwellings' (a cluster of single and/or 2-unit dwellings on a single parcel) within the R1 and/or R2 Zones. The concern with a development of multiple single detached dwellings on a single lot is that the subdivision would depend on a private road which presents challenges with regards to garbage collection, school buses and most importantly accessibility of emergency vehicles.

Despite the range in options provided above where bylaw amendments are considered they should be considered for all properties equally and not just to address a single property's development goals. As such, my recommendation is to proceed with the most straightforward zoning for the property in question based on the current Official Plan to be consistent with surrounding properties, which is to assign a Single Residential (Future Land Use Map) and R1 Zone (Zoning Map) designation to the property.

As an R1 property the applicant will be able to proceed with their development plans for a single detached dwelling this year. And, as the Town is currently undertaking an Official Plan and Bylaw review, there will be an opportunity for public discussions on the broader issues, such as multiple dwellings on a single parcel, tiny home subdivisions, and other alternative forms of sustainable residential development for the Town. If as a result of the Official Plan and Bylaw review, regulations change from their current state, the owner for the property in question will be able to apply for future development under the new regulations.

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

Best regards,



Hope Parnham, CSLA MCIP

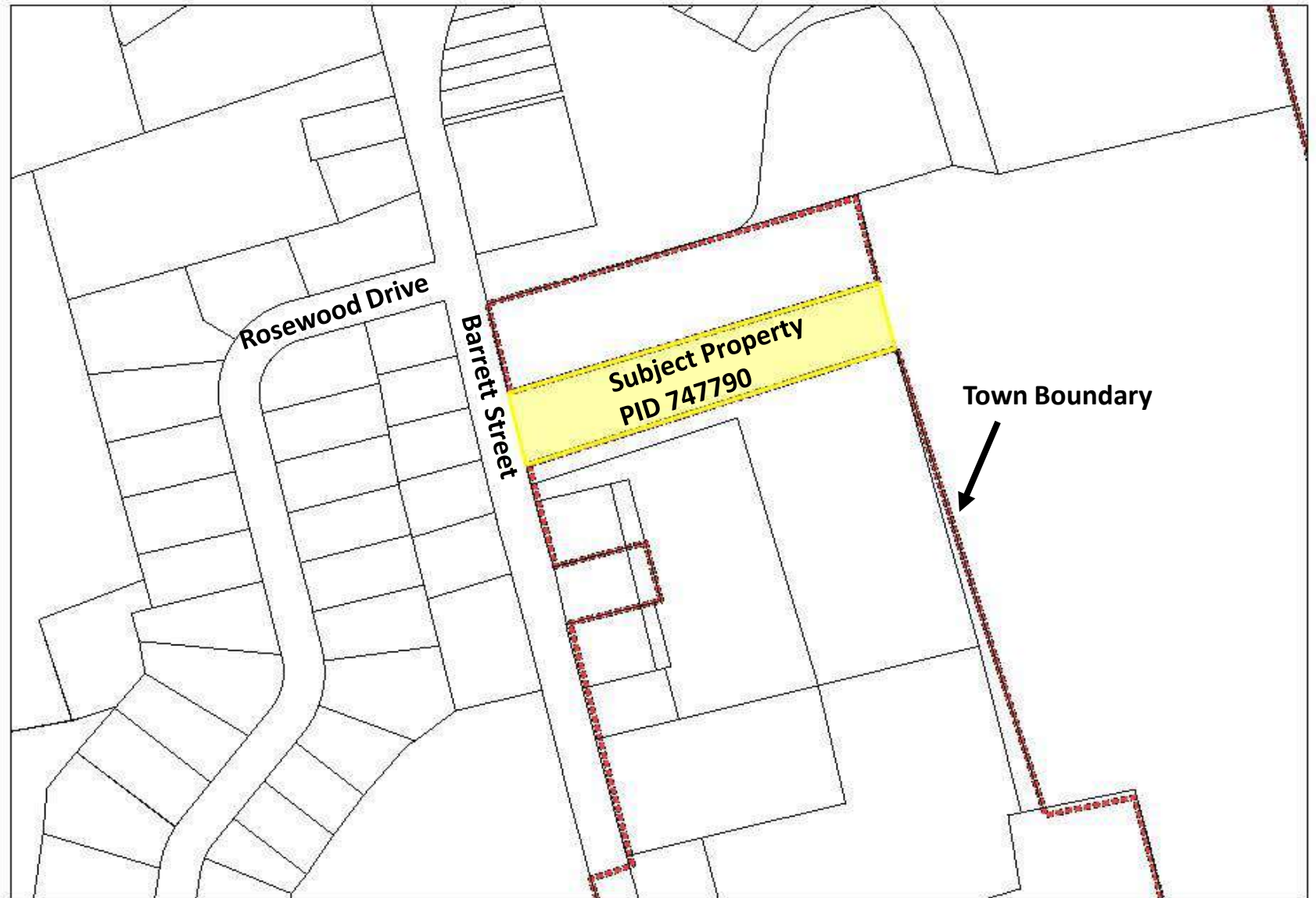
Dv8 CONSULTING

CHARLOTTETOWN PE

E. HPARNHAM@OUTLOOK.COM

T. 902-393-1815

MS Woodsides Ltd PID 747790



PID NO 747790





Mayor: Rowan Caseley
Chief Administrator Officer: Geoff Baker
Deputy Administrator: Wendy MacKinnon
Incorporated 1914

March 22, 2019

RE: Notice to Property Owners in the Vicinity of PID No. 747790, Being Lands of MS Woodsides Ltd.

Dear Property Owner:

The Town of Kensington recently annexed PID No. 747790 (being lands of MS Woodsides Ltd.) inside the municipal boundary. An application has been made by the owner to construct a single residential dwelling on the property and as such the Town is required to apply an appropriate zoning designation. *The Town is proposing to apply a Single Residential Zoning designation to the property.*

The information on the back side of this letter will be advertised in the Journal Pioneer on March 23, 2019 and is being provided to certain property owners in accordance with the PEI Planning Act and the Town of Kensington's Zoning and Subdivision Control (Development) Bylaw.

For further information, please do not hesitate to contact the undersigned at (902) 836-3781.

Best Regards,

Geoff Baker
Chief Administrative Officer
Town of Kensington



Town of Kensington

Notice of Public Meeting



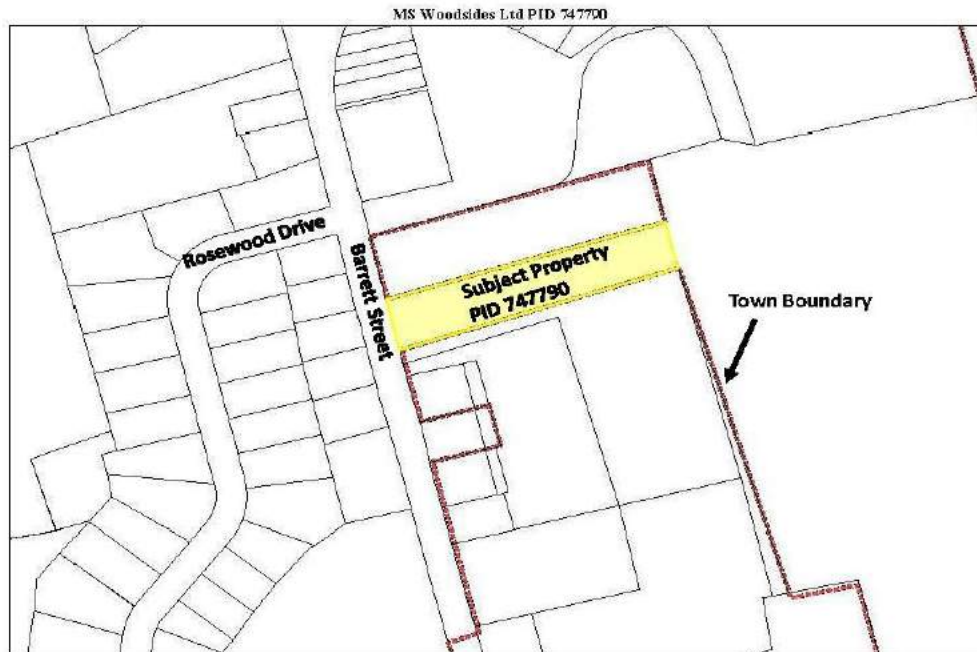
Take notice that, pursuant to the Planning Act and the Town of Kensington's Official Plan and Zoning and Subdivision Control (Development) Bylaw, a Public Meeting will be held at 6:00 PM on Thursday, April 4, 2019 at the Kensington Town Hall, 55 Victoria Street East, Town of Kensington.

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

- **To zone lands of M S Woodside's Ltd., PID No. 747790, to Single Residential (R1) for the purpose of constructing a residential dwelling.**
- **To amend the Official Plan Future Land Use Map in order to accommodate the above zoning designation.**

Individuals wishing to comment in writing are invited to send comments to PO Box 418, Kensington, PE, C0B 1M0 or by email to: townmanager@townofkensington.com. Written comments should be received no later than 4:00 pm on April 4, 2019. You may also review the proposal at the Town Hall prior to the meeting.

Geoff Baker
Chief Administrative Officer



**Town of Kensington
Minutes of Public Meeting
Thursday, April 4, 2019
6:00 PM**

Presiding: Mayor Rowan Caseley

Council Members Present: Deputy Mayor Pickering, Councillors: Bernard, Spencer, Toombs, Gallant and Mann

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

Visitors: Anna Windsor, Andrew Windsor, Donnie Moase & Barb Moase

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

PURPOSE:

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

- To zone lands of M S Woodsides Ltd., PID No. 747790, to Single Residential (R1) for the purpose of constructing a residential dwelling.
- To amend the Official Plan Future Land Use Map in order to accommodate the above zoning designation.

The town annexed the subject property inside the municipal boundary at the request of the property owner, in 2018. To facilitate development of the property, a zoning designation has to be applied. The town understands that the current development proposal for the property is for one single unit residential dwelling, with potentially more single unit dwellings added in the future (not currently permitted under the Town's Development Control Bylaw).

Mayor Caseley outlined the zoning process for the meeting attendees:

The zoning designation proposal was considered by Town Council, according to the Town's Development Control Bylaw and the PEI Planning Act, on March 4, 2019 where a planning report from DV8 Consulting was presented and considered. Staff were instructed to proceed with the scheduling of a public meeting to hear resident's concerns or support for the application. A

notification ad was placed in the Journal Pioneer on March 23, 2019. Notification letters were delivered to all neighbouring property owners within a five hundred (500) foot radius of the subject property on March 25th. Written comments were requested to be submitted by 4:00 this afternoon, for those unable to attend this public meeting, with one written submission being received from David Webster, expressing support for the application.

Following this public meeting, staff will complete a report for Town Council prior to their formal consideration of the proposed Zoning Bylaw and Official Plan amendment at their April 8th regular meeting.

Mayor Caseley opened the floor for comment and questions.

Barb Moase asked what the current zoning of the property was. Mayor Caseley indicated that the property, having recently been annexed inside the municipal boundary, does not currently carry any zoning designation. The current process will provide the first land use designation to the property.

Deputy Mayor Pickering requested confirmation that Mr. Woodside was only intending to construct one single family residential home at this time.

Mayor Caseley confirmed that the developer is currently proposing the construction of one single-family residential dwelling on the property and that an R1 Zoning designation would be the only designation which would allow Mr. Woodside to proceed with the requested development.

Andrew Windsor requested clarification on what development was permitted in the R1 Zoning. Mayor Caseley discussed and Mr. Windsor was provided with a written copy of the R1 permitted uses and lot requirements.

CAO, Geoff Baker confirmed that a Development Permit application has, in fact, been received from Mr. Woodside, but it cannot be processed until a zoning designation has been applied to the property and as such has not been presented to or communicated to Town Council. It is understood that Mr. Woodside would like to see the land developed into multiple single-family homes in the future (which is not currently permitted under the Town's Bylaw), but has only applied to develop one at this time.

Mayor Caseley noted that the Town is in the process of reviewing their Zoning and Subdivision Control (Development) Bylaw. Through that process, Town Council will review options which would allow Mr. Woodside to proceed with his long-term development plan for the property of multiple single-family residential dwellings. This will also require a public meeting as part of its approval process. Mayor Caseley provided information on the next steps in the zoning application process.

There being no further comments or questions,

Moved by Councillor Gallant, seconded by Councillor Toombs that there being no further

questions or comments on the proposed Development Control Bylaw amendment the meeting adjourned at 6:13 PM.

Geoff Baker,
Chief Administrative Officer

Rowan Caseley,
Mayor

Town of Kensington - Request for Decision

Date: May 1, 2019	Request for Decision No: 2019-28
Topic: Wellfield Protection Plan Approval	
Proposal Summary/Background: <p>In April of 2018, Committee of Council recommended the establishment of a contract with the Kensington North Watersheds Association (KNWSA) to develop a Wellfield Protection Plan for Kensington. A Wellfield Protection Plan is required under the Environment Protection Act, Drinking Water and Wastewater Facility Operating Regulations and is expected to be a requirement under the new Water Act when it is operationalised.</p> <p>A copy of the draft Plan was circulated at April's Committee of Council meeting and is attached to this Request for Decision.</p>	
Benefits: <ul style="list-style-type: none">• Will help reduce the potential for contamination of the town's wellfield.• Will help protect the town's water supply, and therefore the town's safety and health.	
Disadvantages: <ul style="list-style-type: none">• None Noted	
Discussion/Comments: <p>Current Legislative Framework</p> <p>The Environment Protection Act, Drinking Water and Wastewater Facility Operating Regulations states:</p> <p><u>WELL FIELD PROTECTION REQUIREMENTS</u></p> <p>Submission of well field protection plan</p> <p>20. (1) Where a municipality is the owner of a public drinking water supply facility, the municipality shall, on or before January 1, 2006, develop and submit to the Minister for approval, a well field protection plan for the protection of the principal sources of drinking water supply of the municipality, including any well fields or wells that collectively provide two-thirds or more of the overall drinking water demand of the serviced area of the municipality.</p> <p>Capture zones</p> <p>(2) For the purposes of subsection (3), the Department</p> <p>(a) may identify any areas of a municipality or the province as a 250-day, 5-year or 25-year capture zone of the well field of a municipality;</p>	

(b) shall advise the municipality of any capture zones the Minister identifies pursuant to clause (a); and

(c) may direct the municipality to take into consideration in the development of its well field protection plan such potential sources of contamination as the Minister considers appropriate.

Contents of plan

(3) A well field protection plan shall include

(a) a description of the proposed measures, including zoning bylaws, legally binding agreements, or the purchase or lease of sensitive lands, that the municipality intends to implement to prevent the contamination of ground water within any capture zone that has been identified by the Minister for the well field;

(b) an emergency response plan or contingency plan to address accidental releases of contaminants or other unplanned events that may threaten the quality of ground water within any capture zone that has been identified by the Minister for the well field;

(c) a copy of a map describing the area that includes the capture zones that have been identified by the Minister and that shows the boundaries of any land use control zones proposed for the protection of ground water quality;

(d) an inventory of all non-conforming land uses or activities identified within any capture zone that has been identified by the Minister for the well field;

(e) a description of measures and time frames proposed to address existing non-conforming land uses or activities within any capture zone that has been identified by the Minister for the well field;

(f) a description of any present or future bylaws intended for the control, restriction or elimination of future non-conforming land uses or activities within any capture zone of the well field that has been identified by the Minister for the well field.

Municipal Wellfield Protection Plan requirements will ultimately be addressed through the new *Water Act*. The Act was passed in the PEI legislature in the fall of 2017. It is anticipated that the Act will be implemented once appropriate regulations have been drafted and passed. No timeline currently exists as to when the Act will be implemented however it is anticipated that it will occur throughout 2019.

A discussion was held with George Somers (Manager of Drinking Water and Wastewater Management, Department of Communities, Land and Environment) and we are informed that Kensington's draft wellfield protection plan will generally comply with any new regulations as there are not expected to be significant changes from the existing regulation as it relates to wellfield protection specifically.

Options:

1. Approve and adopt the Wellfield Protection Plan, as recommended.
2. Refer the matter back to staff for further consideration.
3. Not adopt the Wellfield Protection Plan.

Costs/Required Resources:	Source of Funding
N/A	N/A
Recommendation: It is recommended that Town Council consider and adopt the following resolution: <i>BE IT RESOLVED THAT that Town Council approve and adopt the Town of Kensington Wellfield Protection Plan as drafted by the Kensington North Watersheds Association.</i>	

A WELL FIELD PROTECTION PLAN FOR THE TOWN OF KENSINGTON, PRINCE EDWARD ISLAND



Prepared by:

Kensington North Watersheds Association

Authors:

Barry Murray, Gordon Jenkins, David Cody

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ACKNOWLEDGEMENTS

We would like to thank the residents and businesses of Kensington and the following agencies for their input and help in developing the Kensington Well Field Protection Plan, especially:

- The staff of the Ministries of Communities Land and Environment, Transportation Infrastructure and Energy, Agriculture and Fisheries for their input in developing the plan. Chief contacts for this project were George Somers, Manager of Drinking Water and Wastewater Management, and Qing LI, Hydrogeologist.
- The staff and elected officials from the Town of Kensington for constant assistance in assembling information.
- Kensington North Watersheds Association staff member Heather Harris for her contributions.

ABOUT THE AUTHORS

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THIS DOCUMENT

The Kensington Water Management Committee is made of representatives of the Kensington North Watersheds Association and the Town of Kensington. The committee is tasked with addressing issues concerning water conservation and water protection. The principal authors of this report are members of the Kensington Water Management Committee.

The authors have attempted to divide the task of analyzing the task at hand, preparing a Well Field Protection Plan, into parts that are easier to address and easier to read.

EXECUTIVE SUMMARY

The Well Field Protection Plan for the Town of Kensington, Prince Edward Island was developed in response to work that had been previously carried out by the Kensington Water Management Committee.

In 2015, the committee was tasked to assess the quantity and quality of the water supply for the Town and to promote water conservation and safety. At that time, it was concluded that the extraction rate from the Town's four wells was well within sustainable limits. It was also noted that there is a wide range of human activities in proximity to the Town's wells. This helped emphasize the importance of creating a Well Field Protection Plan.

PART 1: INTRODUCTION

PROJECT BEGINNINGS

In the spring of 2018, the Town of Kensington contracted the Kensington North Watersheds Association to create a plan that takes a practical approach towards protection of the town's well field.

The well field protection plan takes a constructive and practical approach to groundwater protection, focusing on prevention activities and offering practical solutions to current concerns. The objective of the well field protection plan is to bring the community together to protect their drinking water supplies. The authors of this Plan have identified contaminant sources most likely to pose a risk to the water supply and has prepared strategies to reduce the risk of groundwater contamination. Contingency plans have also been developed to minimize the impacts of an unexpected contamination event.

A strong program is currently in place to monitor water quality on a regular basis. The water supply system is regulated by the Prince Edward Island Municipal Water and Sewage Utilities General Rules and Regulations¹.

WHY WELL FIELD PROTECTION PLANS ARE CREATED

The basis for the implementation of a well field protection plan is the perpetual maintenance of water quality to meet health and aesthetic standards. A well field is a high-risk venture where even relatively small risks concerning water protection may not be acceptable.

LAND USE

¹ <http://www.irac.pe.ca/document.aspx?file=utilities/wsrandr.asp>

In general, the costs and difficulty of preventing contamination are less than those of rehabilitation after contamination has occurred in the water supply area. Following this assumption, the objective of the development of a management plan and protection strategy is to minimize alienation of lands from normal uses and activities. The objective is to eliminate potential sources of contamination which would impair the quality of water extracted for supply and allow the continued use of the area for non-contaminating activities and land uses.

The probability of an accident occurring versus the cost of cleanup and the implications attached to contamination is a good guide in setting priorities.

FINANCIAL IMPLICATIONS

An interesting perspective when attaching value to a Well Field Protection Plan is to look at the capital cost and the book value of existing infrastructure. This helps create a perspective on what amounts of money are at risk. For example, the City of Charlottetown has put a value of \$250,000 on each of their wells. A good plan protects the financial value of infrastructure as well as the environment.

PRACTICAL LIMITATIONS

The whole recharge area for the town's well field could be given the same level of protection; however, this is unnecessary to ensure the safety of a drinking water supply for two reasons:

1. The further the source of a contaminant is from the well field, the more dilute the solute will be when it reaches the well. The exclusion of all dissolved material from water supplies is neither necessary nor possible.
2. For reactive and biological contaminants, the time available for reducing the threat of contamination is proportional to the distance of travel. The processes at work to reduce contamination risk (attenuation) include absorption on bedrock and soil materials, biochemical decomposition and, in the case of pathogens, death. Contaminants may enter the aquifer, but attenuation may be sufficient to prevent the substance from reaching the well, or these processes may bring concentrations safely below drinking water quality maximum acceptable concentrations.

Therefore, the farther a contaminant is released from a well field the less likely it is to pose a hazard to the supply. Thus, the premise for most groundwater protection is the definition of protection zone boundaries on the basis of **delay times** or travel times for groundwater in roughly circular areas around the well field as depicted in the Well Field Protection Zone.

In general, delay times are directly based on the velocity of groundwater. Groundwater velocity can be calculated from obtainable information such as conductivity, hydraulic gradient and hydraulic porosity ²(Porter Dillon).

It is the hope of the Water Management Committee that the results of the well protection plan will be evaluated annually, and the plan will be updated to reflect changing community needs and available funding.

TOWN OF KENSINGTON'S WATER SUPPLY

Kensington, Prince Edward Island, is a town in Prince County, with a population of 1619 residents (Canada Census, 2016). Kensington extracts water from four wells within Town limits. The wells are connected with a manifold that supplies a water tower on the south end of Town.



Figure 1. Pump house, containing main manifold, electronic controls, chlorine equipment and manifold inside the pumphouse

As required by the Environmental Protection Act, Kensington's drinking water is tested regularly for bacteria, and chemistry. The record of the town's drinking water is exceptional, with no boil orders or other contamination issues in the recent history.

The central water supply was first created in 1977 in response to complications with private wells on each property, and intense urban activity.

Contamination incidents of a well field can be sorted into two basic types of occurrences: fast, and slow. Fast contamination occurs after a spill of hydrocarbons, chemicals, milk, or other pollutant which may have been travelling along a road in or close proximity to the well field protection zone or stored in or close to the zone. A "fast" spill could potentially be captured, and

² Porter Dillon Limited. 1991. Town of Amherst Framework for Groundwater Management Plan and Protection Strategy, North Tyndal Area. Halifax Nova Scotia, Canada

the contaminant cleaned up without causing harm to the groundwater in the capture zone of the wells.

“Slow” contamination occurs when a product gradually seeps into the ground and makes its way to the well field. It may contaminate a larger volume of the groundwater and be very difficult to mitigate.

Measures can be taken to reduce the possibility of both fast and slow contamination incidents.

THE WELL FIELD PROTECTION ZONE

PEI relies 100% on groundwater as a source of drinking water. This is not typical for Canadians. For example, Alberta relies on groundwater for 26% of its drinking water.

Prince Edward Island is fortunate that our groundwater resources are generally of good quality. While groundwater typically is less vulnerable to contamination than surface water, it can contain chemical or microbiological contaminants that are hazardous to public health. Furthermore, whereas water from surface supplies always receives extensive treatment to remove contaminants from the water prior to distribution, groundwater supplies in PEI do not typically require such treatment. With these factors in mind, it is vitally important to protect the source of supply (i.e. groundwater) to minimize the potential for contamination.

DEFINING A WELL FIELD PROTECTION ZONE

The Province has constructed groundwater flow models for each municipal well field and delineated time dependant capture zones for time periods of 250 days, 5 years and 25 years. These zones form concentric areas around the wells with the recommended degree of protection decreasing with distance from the well. The 250-day zone is primarily intended to provide protection from bacteria and viruses, and because it is the zone closest to the well, it requires the greatest protective measures. The 5-year zone is intended to provide protection from moderately persistent or moderate risk contaminants, such as petroleum products, and requires less protection than the 250-day zone. Finally, the 25-year zone provides protection from highly persistent or toxic compounds that have the potential to affect groundwater quality over significant portions of the aquifer for long periods of time.³

The Well Field Protection Zone varies slightly from the Capture Area⁴, and from watersheds boundaries. The Well Field Protection Zones for Kensington’s well field were last modified by the Provincial Hydrogeologist in the spring of 2018.

³ Guidance Manual for Well Field Protection Planning on PEI, PEI Dept. of Communities, Land and Environment, 2006

⁴ See Capture Area Map in Appendix

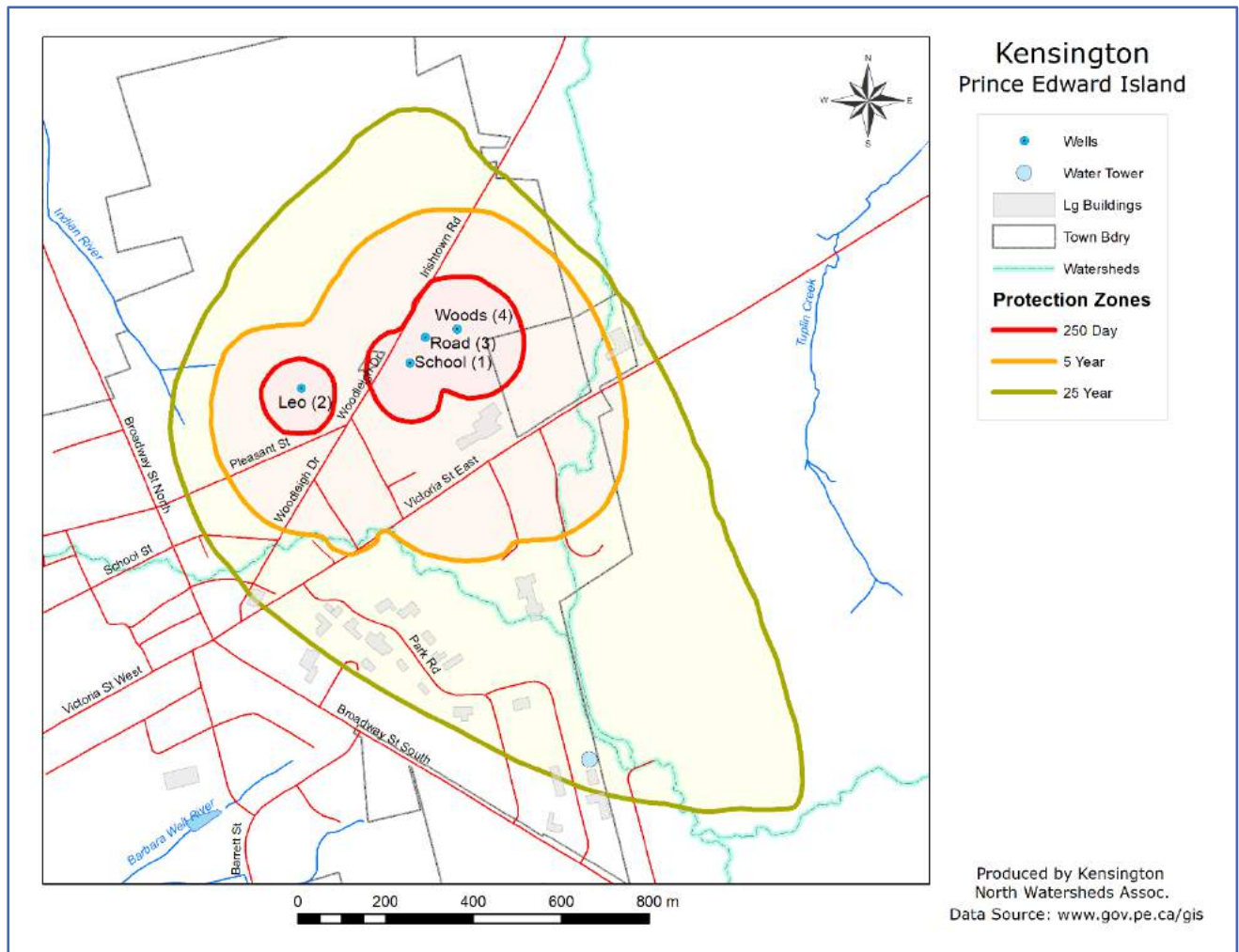


Figure 2. Well Field Protection Zones, Town of Kensington Wells

GROUNDWATER MOVEMENT, AND THE CLAY LAYER IN KENSINGTON'S LITHOLOGY

The movement of groundwater in the vicinity of the protection zones in the Kensington area is complicated by a layer of clay at 20 – 40 ft. This layer, once laid down by water, is very flat. Areas of higher relief (hills) are sediments that have been deposited on top of this clay layer. The clay layer is less permeable than the soil above and below it. This causes more rapid horizontal movement of groundwater above the clay layer. The difficulties of predicting the movement of contaminants due to this clay layer is well described in the "Callan report"⁵. "The temporary well installed at the post office lies immediately adjacent to the large gasoline contamination and has not seen any decrease in quality in the first six months of operation." This demonstrates the

⁵ Feasibility of Groundwater Supply for Kensington Central Water System. D.M. Callan, consulting Hydrogeologist,

unpredictable nature of horizontal movement of groundwater underneath the Town. This well is no longer in operation.

The clay layer may cause the effectiveness of the protection zones to be more complicated than illustrated. For this reason, and to maintain a degree of caution and safety with the Town's drinking water, we have examined potential sources of contamination beyond the borders of the Well Field Protection Zones. The clay layer may cause groundwater movement to become less predictable, especially in a year when the water table is low. Therefore, the gas stations, the Boat Shop and other businesses along Broadway St. (Route 2) and to the west of Broadway Street, cannot be ruled out as possible contamination sources for the well field, even though they are beyond the Well Field Protection Zones. The erratic weather patterns that are predicted with climate change models may in fact increase the probability of this scenario.

The clay layer has been penetrated repeatedly by drilled wells and construction. The permeability of this layer is less intact than it would have been in its pristine condition. The perforations of this clay layer increase the possibility that contaminants that could be present in the groundwater above this clay layer may reach the cleaner, slower cycling deep reserves below more rapidly.

RESTRICTED AREA

The Well Field Protection Zones are further complicated by a restricted area that has been put in place by the province for well construction purposes, which is in the immediate vicinity of the Well Field Protection Zone.⁶ This restricted area has been put in place due to incidents where contaminations of groundwater occurred in the centre of town.

PART 2: POTENTIAL SOURCES OF CONTAMINATION

The Well Field Protection Zones and the immediate areas adjacent to them were examined closely for potential sources of contamination. Maps of known wells and septic systems were obtained from the Province. Visual surveys were conducted to record bulk oil storage systems and other potential hazards. The Storm Sewer system was mapped, to understand surface water drainage. The four wells and accompanying infrastructure that service the town were studied. Water test results were reviewed. Town of Kensington staff, the Kensington Fire Chief, the Chief of Police, and several provincial Civil Servants from several departments were interviewed and consulted. Private companies were consulted regarding equipment functions and costs. Private companies were consulted regarding equipment functions and costs.

In general, groundwater contamination stems from:

- Misuse and improper disposal of liquid and solid wastes;

⁶ See Restricted Area Map in Appendix.

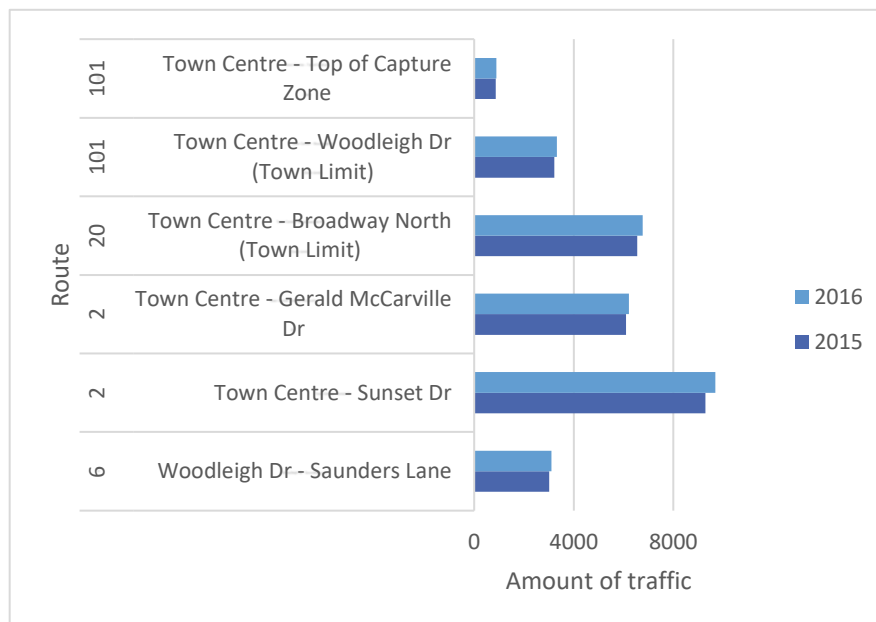
- Illegal dumping or abandonment of household, commercial, or industrial chemicals;
- Accidental spilling of chemicals from trucks, railways, aircraft, handling facilities, and storage tanks; or
- Improper siting, design, construction, operation, or maintenance of agricultural, residential, municipal (liquid and solid waste), commercial, and industrial facilities.

The following potential sources of contamination were noted.

ROADWAYS

Figure 3. Traffic analysis of major roads in the Town of Kensington in 2015 and 2016. This graph illustrates significant traffic along route 101.⁷

The route 101 (Irishtown Road) corridor transects the 250-day zone and has the potential to be a site of a serious contamination incident in the future. The permeable shale used in the construction of shoulders and ditches, the frequent use of this route by fuel trucks, farm sprayers,



farm trucks with crop protection chemicals, bulk milk carriers, and other vehicles transporting material that could contaminate the 250-day zone, make this an area of significant concern. Winter weather in this stretch of road often results in white-out conditions, adding further risk.

⁷ <https://www.princeedwardisland.ca/en/service/view-pe-i-traffic-volumes>



Figure 4. Route 101, Irishtown Road, beside the well field.

Victoria Street East and the residential roads also carry some risk, but the road conditions are generally better, they are within speed zones, and have curbing to help prevent spills from entering the groundwater in the well field. These other roads are within the 5 year and 25-year zones.

STORM SEWERS AND SURFACE RUNOFF

Surface runoff of rainwater and snow melt is concentrated by storm sewers and ditches, especially along Victoria Street East in the Well Field Protection Zone. This surface water could potentially contain levels of bacteria, petroleum products, road salt, and a wide range of hazardous chemicals, due to the proximity of human activity.

While carrying out surveying and mapping of the storm sewers in the Well Field Protection Area, it became apparent that there are many lines, drainage catchments and connections that are unclear. The lack of clarity includes the possibility that the storm sewer may be connected to domestic sewers in the area. Such a connection would carry a high risk and would require rapid attention.



Figure 5. Storm sewer drain at Victoria St. E. and Davison St.

The presence of standing water at some of the storm sewer catch basins obscures the connections and is a risk for contaminating groundwater with slow leakage. The standing water may indicate low points due to construction, sagging pipes, or blockages due to debris.

A basic survey by our team has revealed several locations where there is standing water in the storm sewers by the catch basins in several locations. These locations of standing water likely gradually seep into the ground and eventually become groundwater, possibly carrying contaminants. Inquiries to the Town and the Province revealed a lack of mapping and understanding of the storm sewer system in Kensington. The project team prepared maps of the storm system. This map will be available as a layer for mapping technology currently in use by the Town⁸.

⁸ See Stormwater Drainage (KISH) Map in Appendix

Also, during our survey of the storm sewer system in the vicinity of the Well Field Protection Zones, there were several locations where the connectivity was uncertain or seemed illogical. Potential hazards in the system include:

1. All of the surface water and some of the storm sewer drainage passes over the 250-day zone on the north side of Kensington Intermediate Senior High (K.I.S.H.), causing a risk of contamination to wells 2, 3 and 4;
2. Unknown plumbing/connections for the storm sewer drainage from the Queen Elizabeth Elementary School (Q.E.E.S.) property;
3. Unknown plumbing/connections for the storm sewer drainage between the south side of the K.I.S.H. and Victoria St. E.;
4. Uneven elevations in the drainage pipes, resulting in improper drainage of the system causing pools of standing water in several locations that is likely high in contaminants, which have a high probability of gradually leaking into the groundwater;
5. Park Road, where an undersized culvert at intersection of Park and Victoria East does not permit water to drain properly, complicating road passage.

WATER INFRASTRUCTURE

Team members have noted several issues concerning the water infrastructure that could be addressed to improve water safety. Many of the recommendations made below can be achieved with minimal investment.

The current combined system of hand recording and complicated electronic board information has resulted in:

1. Lack of clarity on the volume of water being pumped from the well field. Intermittent readings can at best give an estimate;
2. Lack of clarity in the Residual Chlorine Log.

Chlorine is injected into the water main at the pumphouse. Appropriate levels of chlorine keep drinking water safe and, in the right amounts, the chlorine is relatively tasteless. The system is checked at two sites further down the line. Marked decreases in chlorine levels indicate potential bacterial presence, and calls for investigation and adjustments. It is difficult to observe trends and make appropriate adjustments to chlorine content with the current method of recording chlorine levels at the three chlorine detection centres. A method of recording and reading results could be designed to monitor the comparative levels more appropriately, thus making it easier to detect crucial fluctuations in the bacterial levels. Eventually a digital system could be incorporated at the three chlorine detection locations. The automatic equipment would eliminate the

need for precise, timely manual recording, which is difficult to achieve, further reducing the potential of missing fluctuations, resulting in safer drinking water.

The cost of not improving the current system fluctuations is depreciated water quality due to the presence of either aesthetically unpleasant excessive chlorine or illness-causing bacteria.

3. There have been repeated incidents where both Town staff and management have experienced confusion over translating to metric measurements from Imperial gallons and American gallons. Confusion from trying to work simultaneously with several measurement systems without a systematic approach could end up being costly;
4. Lack of clarity on which wells are pumping. This is important in order to blend water from multiple wells, in order to dilute the slightly elevated manganese level in well number 3 (Road);
5. Without extremely diligent and regular interpretation of the hand recorded data and the current electronic board, it is difficult to notice when a pump is not working;
6. Without low flow indicators in Wells 1 (School) and 2 (Leo), as is currently the situation, the likelihood increases of damage to the pumps by pumping air. In addition, low water level of the water table would go unnoticed;
7. Repeated high bacteria levels in Well 1 (School). This well has had repeated instances of bacterial contamination;
8. Aging plumbing fixtures and piping are experiencing occasional failure.

WASTE WATER SEWERS

The construction history and current condition of waste water sewers is not well known. Old or improperly constructed waste water sewer lines have the potential to leak bacteria and viruses into groundwater. Although there are no known waste water sewer lines within the 250-day zone, there are several lines in the 5-year zone, namely those along Pleasant Street, Davison Street, Russel Street, Victoria Street West, Brookins Drive, and Saunders Lane. Due to the high potential of horizontal groundwater movement in the lithology of the Kensington area, the potential of a leak in these sewer lines should be recognized as a potential risk.

PETROLEUM STORAGE

Within the 5-year zone, there are three large above ground oil storage tanks, plus approximately 65 private dwellings, the majority of whom have furnace oil storage tanks. The contours within this zone direct surface runoff directly toward the Town wells. There are also dwellings within

the 250-day zones that may have petroleum storage tanks that put the well field at even greater risk.

Oil tank storage regulations have raised the bar on storage tanks in recent years. However, the protection of the town's water supply requires an even higher standard of protection. In particular, the location of the large, institutional and commercial storage tanks has caused repeated concern. There are guidelines in place for the 5 year Well Field Protection Zone that are currently not being met, even by the Department of Education.

An arrangement was negotiated by the Town of Montague a few years ago to have protection measures at a bulk petroleum tank installed that surpassed regulation requirements. A similar arrangement should be explored with the bulk petroleum storage tank owners within the 5-year zone in Kensington's Well Field Protection zones.

PRIVATE WELLS AND SEPTIC SYSTEMS

There is one private well and septic system in the 250-day zone, and several wells and septic systems within the 5-year zone that are a threat to the groundwater. Any of these wells are at a higher risk of contaminating the groundwater, by means of an oil spill, hazardous chemical spill or even bacteria. The casing of a well is like a wick, allowing rapid vertical movement of water and contaminants.

There are records from the Province on wells and septic systems however, the information concerning the exact numbers and locations of these wells and septic systems is incomplete. Many of these wells are not essential, as the Town's central water system passes by the properties.

COMMERCIAL BUSINESSES AND INSTITUTIONS

Virtually all the businesses of the Kensington Industrial Park lie in the Well Field 25-year Protection Zone. There is a wide range of activity that requires a wide range of potential threats to the integrity of the Town's water. It is well understood that these commercial activities are being carried out in a regulated fashion. The Workers Compensation Board, the Department of Environment, and the ever-higher standards of environmental stewardship demanded by the market place are propelling commercial activities and practices to ever higher levels environmental safety.

In addition to these good measures that are in place, there are justifiable reasons for the Town of Kensington to also understand the activities and practices that occur within the town, especially within the Well Field Protection Zone.

Fires and spills have been the part of the history of many communities, including Kensington. It would be naive to think that catastrophe could not happen again. Logically, the better we plan

and prepare to avoid such industrial accidents, the less likely they are to cause groundwater contamination.

Q.E.E.S. currently has its own well and is connected to the Town's domestic sewer system. K.I.S.H. is connected to both the Town's water supply and domestic sewer system. Both institutions use large volumes of cleaning and disinfectant products, paints, de-icing salt, and have parking lots that may be sources of leaked oil, gasoline, antifreeze, brake fluid, etc.

The following is a summary of the risks of contamination that exist in the industrial park and other close-by locations. These locations may have sound practices in place, but the Town needs better knowledge of the management practices that occur, and to be able to influence those management practices, in order to reduce the possibility of contamination of groundwater and, from the Fire Department's perspective, to be able to respond to an emergency situation and manage the release of harmful products.

- Paints and solvents from autobody shops, repair shops;
- Grease, lubricants, brake fluids, antifreeze, from multiple equipment dealers, repair shops;
- Pharmaceuticals from the vet clinic;
- Petroleum and chemical leakage from out door storage of tractors, used tractors, used equipment, parked vehicles, from multiple locations;
- Strong cleaning products, from multiple locations;
- Acetone, resins, gelcoats, solvents, from boat shops, autobody shops;
- Storage of disinfection chemicals, Crop insurance building;
- Petroleum storage, bulk petroleum storage at multiple locations.

FIRE DEPARTMENT

The current procedures for fighting industrial fires have served the Kensington Community well. The changing complexity of the nature of businesses and industry requires an updating in the way the fire department deals with future fires or emergencies.

Different hazards presented by different commercial activities may require specific fire fighting response practices. A particular chemical or solvent may require a specific response by the fire department during a spill or fire. Reducing the impact of water used on fires from specific commercial locations could be crucial to minimize the risk of contaminating groundwater with surface water from the fire fighting efforts. Are there commercial properties that warrant capturing the water used in a three-hour fire due to chemical contamination, so that it does not

drain toward the well field and contaminate the groundwater? If so, how can that contaminated water be contained?

RESIDENTIAL PROPERTIES, HOUSEHOLD HAZARDOUS WASTE

The average household possesses a wide range of products that, if permitted to enter the groundwater, pose a threat to groundwater security. These small quantities of gasoline, solvents, brake fluid, cleaners, etc., can threaten groundwater via spills, leakage, improper storage and handling. These small household risks are compounded in Kensington by the sheer number of residences within the well field protection zone. Regulating the storage and use of these products is difficult.

AGRICULTURE

Sustainable agricultural practices have reduced the risk of groundwater contamination through crop protection practices. The groundwater supply in Kensington has had one detection of crop protection products, a slight amount of the fungicide Thiabendazole (commercial name Mertect) in early 2016.

The use of manure as a soil amendment and fertilizer is also a frequent local practice.

Current regulations regarding crop protection products require meticulous record keeping of the weather conditions, date and time, the type and amount of crop protection product used, etc. This high level of record keeping is accompanied by management practices and new technology that, combined, greatly reduce the risk of groundwater being contaminated by these chemicals.

Manure is often stored in piles for more than one season in fields. The proximity of these manure piles to the well field protection area has varied in the past.

A small portion of the 250-day zone and a significant portion of the 5 and 25-year zones include agricultural land use. It is in the best interest of the town to become familiar with the agricultural practices in the vicinity of the well field protection area and the capture area, and for farmers to understand the level of risk that are under consideration.

GROUNDWATER OBSERVATION WELL

The original plan for the Kensington well field in the Callan report⁹ called for an observation well to monitor groundwater levels. That well was installed, however it was subsequently brought into production to supplement the existing supply wells but was not replaced with an additional observation well. An observation well will greatly improve the understanding of the effects of withdrawal on the immediate well field area, and perhaps provide critical early warning

⁹ See page 33 of Callan Report

information on over-withdrawal and avoid damaging the well field, and/or give advance notice for the need to put a second well field into service.

Examples of existing similar observation wells maintained by the province for monitoring groundwater levels are available¹⁰.

SECURITY

There exists an imbalance of security around the four wells. Wells 3 and 4 have modern chain link fence surrounding the well fields and fixtures. Wells 1 and 2 have small plywood structures.



Figure 6. Well 3 (Woods) in the Well Field.

There is no fencing around the Water Tower on Gerald McCarville Dr.

PART 3: CONTINGENCY PLAN

Contamination of the wells or well field may put a series of actions into play. A local bacteria contamination of one the wells can be handled with isolation and disinfection processes that are

¹⁰ <http://www.gov.pe.ca/groundwater/app.php>

known, as this type of contamination can occur once or twice a year. The protocol is well established, and the water supply has been kept safe.

A more serious long-term contamination, such as from a major spill, that contaminates the groundwater of the well field, will require a more complicated process.

Another scenario is a spill that requires excavation of contaminated soil and subsoil that is successfully cleaned up before groundwater contamination occurs.

In order to minimize repetition, a worst-case scenario of rapid, permanent contamination of groundwater in the well field will be used as an example. Actions for less serious cases of temporary closure of the well field can be extrapolated from the worst-case scenario.

BOIL ORDER

Regular testing for bacteria is performed by the Town under the direction of the Environmental Protection Act. The samples are interpreted at the PEI Analytical Laboratories in Charlottetown. In the event that bacteria levels are found, the following procedures are followed by the Public Health Office:

1. Flushing of part of the water system;
2. Shocking the infected wells;
3. Putting one or more wells out of service;
4. Increasing the rate of chlorination.

In the case where test results pass a threshold, a multi-department panel reviews the laboratory results. If the sample results warrant further action, the panel will make a recommendation to the Chief Public Health Officer that Boil Water Order be issued. The Town is immediately advised of the decision and is responsible for disseminating the Boil Water Order to the users of the Town's central water supply. The residents of Kensington may then be notified of the boil water order via:

1. Press release to local media outlets;
2. Social Media.

Boil water orders do not happen frequently. The last Boil Water Order on PEI was issued in 2005.

SERIOUS GROUNDWATER CONTAMINATION

In the event of a serious contamination of groundwater that cannot be resolved with a boil order, a larger crisis exists that requires a more expansive and intensive response. If the water in the water tower and the groundwater are contaminated and determined to be unsafe, an entire new supply of water will be required. A procedure, such as the steps listed below will be required.

1. A press release and social media announcement should occur, as described in the Boil Order section above, advising that the water supply for the town has been turned off, or may only be used for bathing, washing clothes, fighting fires, and other non-potable activities;
2. Bottled water can be brought in by the pallet load for immediate public distribution. Bulk water may also be distributed by a food grade tanker, or other means. Bulk water may or may not be potable. Emergency drinking water requirements are in the order of 7 litres per person per day. The current population of Kensington is 1619 (2016 census). Total emergency drinking requirements for Kensington are in the order of 11,300 litres per day;
3. The immediate needs of drinking water, water to cook and clean dishes, small amounts of hand washing can be supplied through a distribution centre. The total needs of maintenance water requirements are in the order of 20 litres per person. The total emergency maintenance water requirements for Kensington is in the order of 32,500 litres per day. This does not include showering or toilet flushing;
4. Showering will require a greater degree of planning. Showering may be provided by the athletic dressing rooms in the Kensington Community Gardens. Water by the tanker load may be able to be directly connected to the Community Gardens water supply for showering. The capacity of the Community Gardens to provide this service would be expedited if appropriate plumbing connections are installed prior to a potential crisis;
5. The water tower may be able to be recharged with a high capacity irrigation well in the vicinity. The details of procuring and acquiring permission from the Chief Public Health Officer for such a recharge operation is unknown, but current legislation does not rule out the possibility of it occurring;
6. The parking lot of the Town Hall may be the best location for a distribution centre for bottled and bulk water, for the following reasons:
 - a. It is close to the centre of local government, where key people work and govern, where information is available;
 - b. The Kensington Police Office, on this location, will be vital in an emergency such as this. Having their office close by is an asset;
 - c. There is room to park bulk trucks, pitch support tents, and for the public to enter, park, and turn around (in moderate numbers);
 - d. The location is close to seniors housing, facilitating aiding that sector of the population.

7. The water tower may be recharged by water brought in by food grade transfer trucks. An emergency chlorination system may be required to be installed at the recharge point. These ideas are new concepts for many levels of government. A more complete development of this extreme contingency situation requires discussion and development. It is not a conversation that can be put off indefinitely without risk;
8. A catastrophic contamination of the well field will require the immediate development of a new well field for the town. The time period for the development of a new well field, without warning, is likely in the order of three to six months. This period will be reduced accordingly to the amount of preparation the town has in place before this theoretical scenario. The costs of maintaining the citizens of Kensington with water will be considerable and will increase and accumulate with each passing hour;
9. Refining the fine points of a more complete contingency plan is a strong recommendation of this Well Field Protection Plan.

PART 4: SECOND WELL FIELD

The challenges that the Town of Kensington faces to maintain a safe water supply have been examined. It is possible that all the reasonable mitigation measures cannot be achieved before a major contamination incident occurs. An unforeseen crisis may take place that causes catastrophic damage to the water supply.

Contamination incidents of a well field can be sorted into two basic types of occurrences: fast, and slow. Fast contamination occurs after a spill of hydrocarbons, chemicals, milk, or other pollutant which may have been travelling along a road in or close to the well field protection zone or stored in or close to the zone (i.e. chlorine). A “fast” spill could potentially be captured, and the contaminant cleaned up without causing harm to the groundwater in the capture zone of the wells.

“Slow” contamination occurs when a product gradually seeps into the ground over time and makes its way to the well field. It may contaminate a larger volume of the groundwater and be very difficult to mitigate.

Measures can be taken to reduce the possibility of both fast and slow contamination incidents. If due diligence to protect the current wells fails and the wells become contaminated, or if the demand for water exceeds the current capacity of the wells, a second well field will be required.

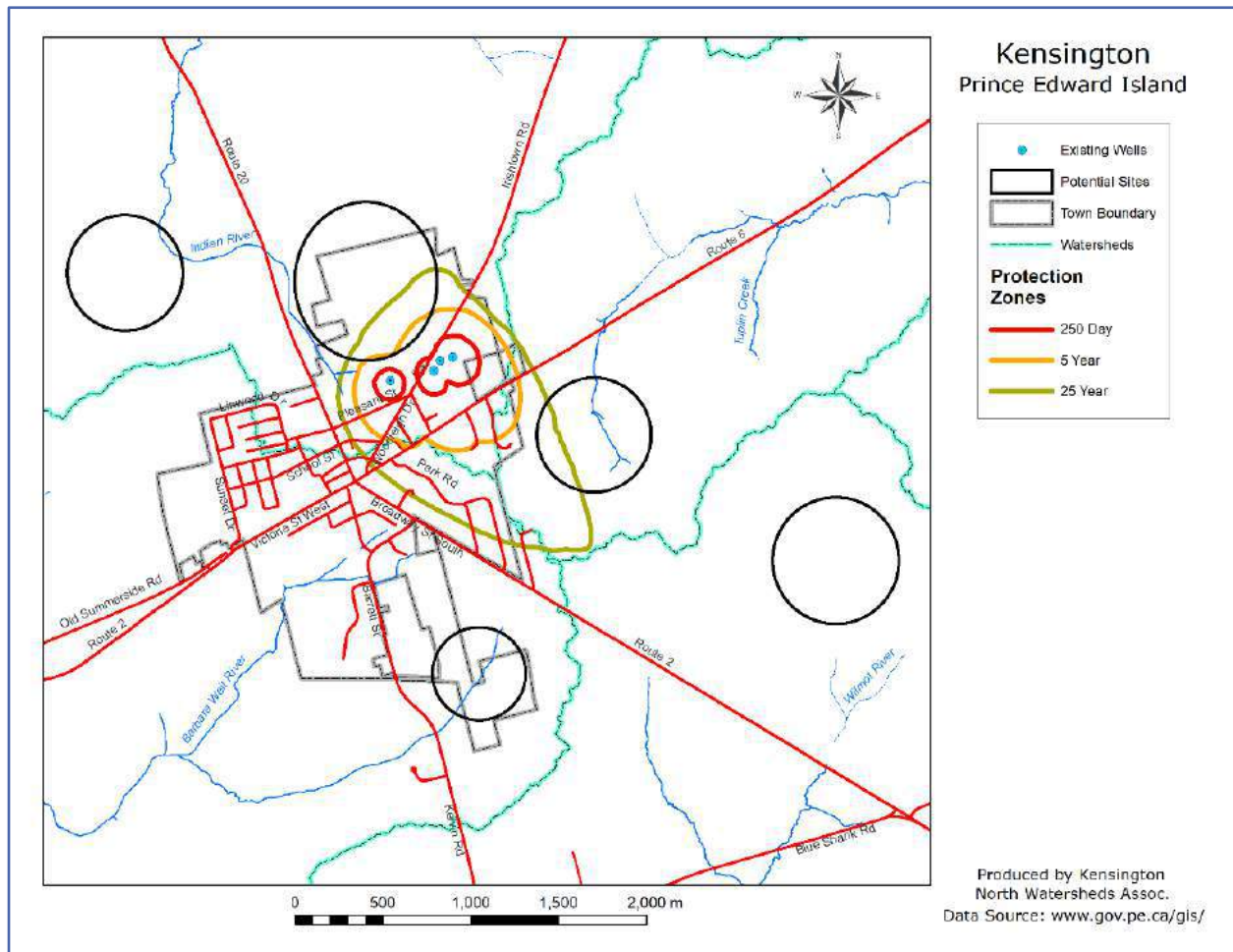


Figure 7. A map of potential well field sites with the existing wells, well field protection zones, Town and watershed boundaries

The process for selecting a new well field will be an undertaking similar to the Callan Report. Under the supervision of a Hydrogeologist, a series of test wells at the desired test sites would be drilled and their pumping potential analyzed. A map has been attached that provides suggested sites where a new well field may be located.

It is a task that should not be postponed indefinitely. The selection of a future well field will require planning and zoning activities that will provide an adequate protection zone, free from conflicting land use. A properly planned second well field could be brought on line quickly if required.

PART 5: RECOMMENDATIONS

1. UPDATING AND AUTOMATING THE RECORDING OF WELL FIELD DATA.

There are multiple gains to be achieved by installing a more automatic system for recording key outputs from the wells. It is strongly recommended that the town introduce a more automated, online system for enhanced decision making. A system could be selected and incorporated that rapidly provides clear data in accessible formats at any time, that automatically calls specific contact numbers when alarms are triggered, and much more. There is a competitive industry for this type of technology that will cater to Kensington's specific needs.

Improvements should be made to the current system of manually recording of data, such as eliminating the use of paper forms and using tablets to record data on spreadsheet format, that will help staff more rapidly recognize changing trends in pumping data, residual chlorine counts, and bacteria sampling information.

An upgraded automated system will result in:

- a. Better blending and dilution of the water from the different wells;
- b. More accurate detection and reporting of start/stop time date for all pumps, reducing likelihood of bacteria establishing, equipment deteriorating during prolonged downtimes;
- c. Much easier to detect faulty pumps. A failure of one or two pumps at critical times may result in a water deficit occurring during a period of high-water demand, such as a fire. Likewise, a period of low water levels can be detected, and better managed;
- d. Data being automatically stored in tables, spreadsheets, and thus much easier to detect problems, avoid problems, detect mechanical issues, reduce human error.

2. PROTECTING WELL 1 (SCHOOL) FROM BACTERIAL CONTAMINATION

A **thorough examination** of the cause of occasional but repeated incidents of bacteria entering well 1, and a **mitigation strategy is required**. A provincial expert could perform an examination of the pumping infrastructure and provide recommendations or suggestions.

The surface at the well head of wells 1 and 2 need to be graded to direct surface water away from the well.

3. REDESIGN THE BACTERIA AND RESIDUAL CHLORINE LOG TO IMPROVE DETECTION OF POTENTIAL PROBLEMS

An electronic log should be designed that would be more user friendly and would result in **easier and quicker detection** of unwanted trends. The paper log could be redesigned to be easier to use until an electronic log is in place.

4. MAINTAIN A REGULAR WATER SAMPLING SCHEDULE

Kensington is required by the Environmental Protection Act to sample for the following:

- a) a coliform bacteria and *E. coli* analysis three times per month,
- b) a minimum of one measurement per week of the disinfection residue at representative points within the distribution system to determine that free chlorine residue of 0.2 milligrams per litre or more is maintained
- c) a general chemical analysis annually,
- d) and a detailed chemical analysis once every three years¹¹

These tests help detect changes or trends that could compromise the quality of drinking water. It is strongly recommended that this sampling schedule be regularly performed and a review of the distribution of the sampling points with the regulating body be undertaken.

5. CREATE MAINTENANCE SCHEDULE FOR CRUCIAL COMPONENTS

A maintenance schedule should be created for replacement of key plumbing components, in order **to avoid system** failure, or compromised service by failure of a similar component on several occasions.

6. USE THE METRIC SYSTEM FOR SYSTEM MEASUREMENT

Shifting measurement to the metric system whenever possible is the logical choice for the future.

7. GROUNDWATER OBSERVATION WELL

Drill a new observation well to monitor groundwater levels in the well field, such as the observation wells operated by the Department of Environment throughout the province.

8. INSTALL FENCING AROUND WATER TOWER AND WELLS 3 AND 4

This added **layer of security** will deter vandalism and accidents that could be costly.

¹¹ Drinking Water and Wastewater Facility Operating Regulations, Environmental Protection Act

9. ROUTE 101 – SPEED ZONE

The speed limit on Route 101 through of the 250-day Protection Zone is currently 80 km/hr. Reducing **the speed limit to 70 km/hr from the 80 km zone** for 0.7 km NE along Route 101 to the edge of the Well Field Protection Zone will reduce the possibility of an accident that could cause spillage of hazardous products. The Town should request the Province of PEI to modify the speed limit in this area.

10. POST SIGNAGE

Post signage indicating **“Now Entering the Town of Kensington’s Well Field Protection Zone”**, or similar, on Route 101 and Victoria St. W. This will inform the general public of the existence and importance of Kensington’s Well Field Protection Zone.

11. INSTALL IMPERMEABLE SPILL COLLECTION INFRASTRUCTURE ON ROUTE 101

In the event of a hazardous product spill, the collection and removal of the product will be improved with impermeable surfaces along the edge of the road. This could be in the form of **paved shoulders with concrete ditches, or paved shoulders with a concrete curb**, that will direct hazardous product to low points on that section of road. These catch basins would need to be big enough to hold the largest currently possible spill, which is the 33,000-litre milk truck. A means of releasing surface water runoff from the catch basin could be designed and constructed, leaving the vessel of the structure intact for hazardous spills.

12. CREATE A COMMERCIAL AND INDUSTRIAL ACTIVITY INVENTORY

An inventory of the products and management practices being used by companies and institutions in the vicinity of the Well Field Protection Zone is required to understand **the potential risks** that our groundwater is facing. Occupational Health and Safety and Environmental Protection Act standards are high, but until practices are understood by the Town, the risks of contamination remain uncertain.

13. FIRE DEPARTMENT RESPONSE

A **strategy to create the most appropriate fire responses** is required. This can only be created once an inventory of the potential hazards in businesses and institutions in the Well Field Protection Area is completed. A second, equally important function of the Kensington Fire Department is responding to major spills, such as those that could occur on Route 101 in the Well Field Protection Zone. The Fire Department must be **trained to respond to such spills with the priority of protecting the well field asset**.

14. AGRICULTURE

A **discussion with local farmers** who are active in the Well Field Protection Area will help create better understanding of the risks and lead to an even higher level of management

practices for handling crop protection products and manure. Kensington North Watersheds Association may be able to facilitate this discussion.

15. RESIDENTIAL AREAS AND HOUSEHOLD HAZARDOUS WASTE

The **implementation of education and awareness** efforts can reduce the threat of these household hazardous wastes. Currently, the Kensington North Watersheds Association has a project in place that will promote the proper storage, use, and disposal of household hazardous waste. The support of the Town has already been established for this project. The results, in the form of before and after surveys of residents, will be an indicator of the relative success of this project.

16. PETROLEUM STORAGE

Incentives can be created to assist homeowners to switch to non-furnace oil home heating source, or upgrade their existing petroleum storage and associated plumbing with an alarm system, or some other advanced mechanism to quickly detect leakage.

Bulk oil tanks need to be relocated out of the protection zone where possible, and if it is not possible to relocate a bulk tank, that the tank be supported with redundant **protection devices to reduce the possibility of spillage and groundwater contamination, beyond regulation requirements**, such as additional containment or an alarm system for detecting leakage.

The **regulations for residential petroleum storage need to be reviewed**, and the Town must decide if they are comfortable with the current regulations, or if additional local regulation is required.

17. STORM SEWERS

There were questions raised during the survey of the Town's storm sewer system that resulted in the creation of detailed maps by our team. This survey and mapping project have revealed several points of interest that have not been resolved by the conclusion of the Well Field Protection Plan.

A **complete study of the storm sewer system** in the vicinity of the well field protection area is required to fully understand the risk posed by this standing water, and the measures that will be required to mitigate these problems.

18. PROCEDURES FOR HANDLING CHLORINE

The handling of chlorine by Town Staff is a high-risk procedure. **A review of the procedures** used in handling chlorine is a simple and wise safety precaution. Improved procedures may include the use of additional protection clothing and equipment and documentation of handling procedures.

19. DOMESTIC SEWERS

A survey including **new mapping** of the domestic sewer system within the Town, especially within the Well Field Protection Zone, is required to identify potential deficiencies and to apply mitigation measures.

20. PRIVATE WELLS AND SEPTIC SYSTEMS

A **thorough survey of private wells and septic systems** within the Well Field Protection Zone is required. Some private wells and septic systems may be able to be eliminated and incorporated quite easily with the Town's systems, as infrastructure passes close by. **Incentives could be provided** to convert to the Town's central systems. The Town may want to consider a Mandatory Connection Bylaw.

Decommissioned **wells should be properly sealed** to prevent future contamination.

21. NEW WELL FIELD

There may come a time when the current well field does not have sufficient capacity to supply the growing needs of the Town of Kensington, or that a serious contamination incident renders the well field too contaminated to supply the Town's needs.

Having that necessary long-range view requires work which needs to begin soon. A hydrological **project**, similar to the Callan report, needs to be commissioned to select the location of a new well field. **Zoning by-laws** need to be created to protect the well field from human activity. It is strongly recommended that this task of selecting and protecting a new well field be addressed in a timely fashion. It may seem like lavish expense, until the time comes when a second well field may be needed, perhaps on short notice, whence those who planned ahead will be rewarded for their vision.

22. CONTINGENCY PLAN

There must be thought given to the potential scenarios where the well water is temporarily or permanently rendered unpotable. A contingency plan will help make the job of keeping Kensington residents supplied with water more efficient during such a crisis. **Reviewing, adopting, and revising the proposed plan** is recommended. The proposed Contingency Plan in this document is a starting point that requires review by Kensington's Staff and Council.

Regular revisions to this Contingency Plan can be made with the help of the Kensington Fire Department, Police Department, Council and Staff. In the unwanted moment of crisis, time and resources will be saved with an up to date contingency plan in place.

23. BY-LAW CREATION

FUTURE GROWTH CORRECT SPACING

The capture zone of the current well field includes farm land to the west of Route 101. This land performs a critical service to the Town by being an undeveloped capture area. If, at some point in the future, this land is developed for residential or commercial activity, its role as a capture area will remain and will need to be protected by additional by-laws.

The contamination dangers of additional development in the Well Field Protection Zone and the capture zone are discussed at length in this document. The introduction of traditional hard surfaces such as rooves, pavement and sidewalks will create rapid surface runoff that is drained away from the capture zone, reducing the amount of water available for recharging the well field. Storage of petroleum products, or heating methods, can be highly controlled from day 1 in a new development. Other well field protection measures could be put in place.

It is recommended that by-laws be created to carefully manage development in the capture zones of the current and any future well field. Modern technology provides options such as water absorbing pavement, and drainage wells that return uncontaminated eavestrough water to the water table. A review of modern water-saving architectural and construction techniques, plus discussions with developers/builders and other experts will provide guidance.

PROTECTING A NEW WELL FIELD

The importance of **protecting a future second** well field with bylaws that restrict activity within the capture zone has been previously discussed.

EXTENDED USE OF BYLAWS

An interesting approach to creating a Well field Protection Plan was created by the municipality of Digby, Nova Scotia ¹². Protection measures, items referred to as recommendations in this document, were written as by-laws for the local government and staff to abide to. It is worthy of reviewing, especially for Town of Kensington Councillors.

¹² Digby Wellfield Protection Area, Municipal Planning Strategy, Municipality of the District of Digby, October 2015.

PART 6: WELL ASSESSMENT FORMS

The well assessment form is used to record basic information about the location of, the construction and capacity, the lithology information, the hydrogeology and capture zone (see Capture Zone Map) as well as providing an assessment of water quality and likelihood of contamination.

The well assessment form was used to find deficiencies in the information known about the wells. Over the course of the project, as more information became available, the forms were updated. It is expected that over time more information can be added to build a good history of each well. These forms are modelled after forms in the Government of British Columbia's Well Protection Toolkit Files. Please refer to Well Assessment Forms in the Appendix.

PART 7: REFERENCES

- Government of British Columbia, Ministry of the Environment, Water Stewardship. *Well Protection Toolkit Files*. Accessed October 31, 2018. http://www.env.gov.bc.ca/wsd/plan_protect_sustain/groundwater/wells/well_protection/acrobat.html
- Government of Prince Edward Island. 2015. *Environmental Protection Act, Drinking Water and Wastewater Facility Operating Regulations*. Accessed October 31, 2018. <https://www.princeedwardisland.ca/sites/default/files/legislation/E%2609-04-Environmental%20Protection%20Act%20Drinking%20Water%20and%20Wastewater%20Facility%20Operating%20Regulations.pdf>
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- Porter Dillon Limited. 1991. *Town of Amherst Framework for Groundwater Management Plan and Protection Strategy, North Tyndal Area*. Halifax Nova Scotia, Canada.
- The Council of Canadian Academies. 2009. *The Sustainable Management of Groundwater in Canada Report of the Expert Panel on Groundwater*. Ottawa ON, Canada.
- Thomas E. Harland Inc, Engineering Consultants, in association with Donald M. Callan, Consulting Hydrogeologist. 1978. *Kensington Central Water System, Feasibility of Groundwater Supply (Vol.2)*

APPENDIX A: RECOMMENDATION TABLE

Reference number	Category	Issue	Current Potential risks	Potential action items	Benefits	Costs	Responsibility	Priority Level ¹³
1	Town water management	Lack of clarity regarding regular readings from wells There are two operations: Sampling and documentation of pumping and pump use. These need to be separated into two sets of documents Lack of, or confusing, inappropriate data being recorded for residual chlorine counts, pumping volumes, and pumping starts/stops may result in lack of, or faulty corrective actions.	Contamination of water supply, water supply interruption	Redesign recording logs a) Redesign procedures and manual recording to improve clarity. b) Systems could be automated to store and access data in tables, spreadsheets, resulting in volumes being recorded more appropriately,	Easier to detect problems, avoid problems, detect mechanical issues, reduce human error Makes decision making much better. Actually know how much water is being used. Know which pump will need maintenance. Can better track faults in the system.	Redesigning recording methods, logs require time, upgrade to more digital system quote vary according to level of sophistication, savings to be had in reduced staff time. Benefits include safer, more dependable water supply	Town	part a) 1 part b) 2

¹³ 1 = 90 days 2 = 1 year, 3 = 3 years

Reference number	Category	Issue	Current Potential risks	Potential action items	Benefits	Costs	Responsibility	Priority Level ¹³
2	Town Water Management	Repeated bacterial contamination occurrences with well #1.	Heightened risk of contamination from bacterial	A thorough examination of the cause, and a mitigation strategy is required. Grade surface around well heads to direct surface water away from wells	Reduced risk of contamination to well # 1.	To be determined	Town	1
3	Town Water Management	Manually recording chlorination residual logs from each of 3 sample locations.	Bacterial contamination or insufficient/ over sufficient application of chlorine. Manual record is susceptible to human error and makes it difficult for statistical determination of what is happening, and what mediation actions should be instigated.	Update recording devices to automatically collect data in a timely and consistent manner. Redesign the paper log to be easier to use, until an electronic log is in place	More accurate picture of chlorine activity, resulting in better chlorine management, reduced bacterial presence, fewer occurrences of over-chlorination and off-tasting water. Safer water.	Additional hardware costs, offset by decreased staff requirements, reduced risk, higher quality water.	Town	2

Reference number	Category	Issue	Current Potential risks	Potential action items	Benefits	Costs	Responsibility	Priority Level ¹³
4	Town Water Management	Water sampling schedule	Without regular sampling, harmful anomalies may not be detected	Maintain a regular water sampling schedule as required by the Environmental Protection Act, Drinking Water and Wastewater Facility Operating Regulations, Schedule C ¹⁴ . Review the sampling point locations with the regulating body	Safe drinking water	Marginal cost	Town	1
5	Town Water Management	Crucial plumbing and other system components wearing out intermittently and inconveniently	Avoidable equipment failure	Create a schedule of regular maintenance and replacement of specific system components	More dependable water supply, less inconvenient interruptions	Undetermined	Town	2
6	Measurement	Lack of clarity on measurement systems.	Confusion on multiple occasions	Shift as much data recording and computations as possible to metric, i.e. litres, or cubic metres. Assist in leading the way to better communication	Reduction of confusion on every front	Negligible	Industry leadership by the Town of K	2

¹⁴ Drinking Water and Wastewater Facility Operating Regulations, Environmental Protection Act

Reference number	Category	Issue	Current Potential risks	Potential action items	Benefits	Costs	Responsibility	Priority Level ¹³
7	Observation well	Groundwater levels in the Well Field are not well understood	Increasing withdrawal rates, changing climate could cause excessively low groundwater levels	Dig an observation well in the vicinity of the well field and install automatic groundwater observation equipment	Better understanding of the effects of withdrawal and changing season rainfall on well field's ability to provide sufficient and safe water	New well plus accompanying technology, cost uncertain	Province or Town	2
8	Security fencing	Fencing around tower and Leo and school	Vandalism, accidents	Construct fences accordingly	Increased security levels	To be tendered	Town	2
9	Route 101 Speed Hazard	Precarious stretch of route 101 is frequented by large traffic volumes, hazardous products, at a high speed through the Well Field.	Excessive speed increases the potential of a spill of hazardous material into the 250-day zone.	Reduce speed limit in approach to town.	Reduced risk of major spills.	Very low.	Department of T.I.E.	2
10	Town Water Management	Protection Zone. Raising awareness of the Well Field Protection Zone	Unengaged residents in Well Field Protection Zone.	Post signs on Route 101, Victoria East, "Now Entering Kensington Well Field Protection Zone", or similar.	Increased awareness of the Well Field Protection Zone, and the protection work being done.	Four signs, less than \$1000	Town/Province	

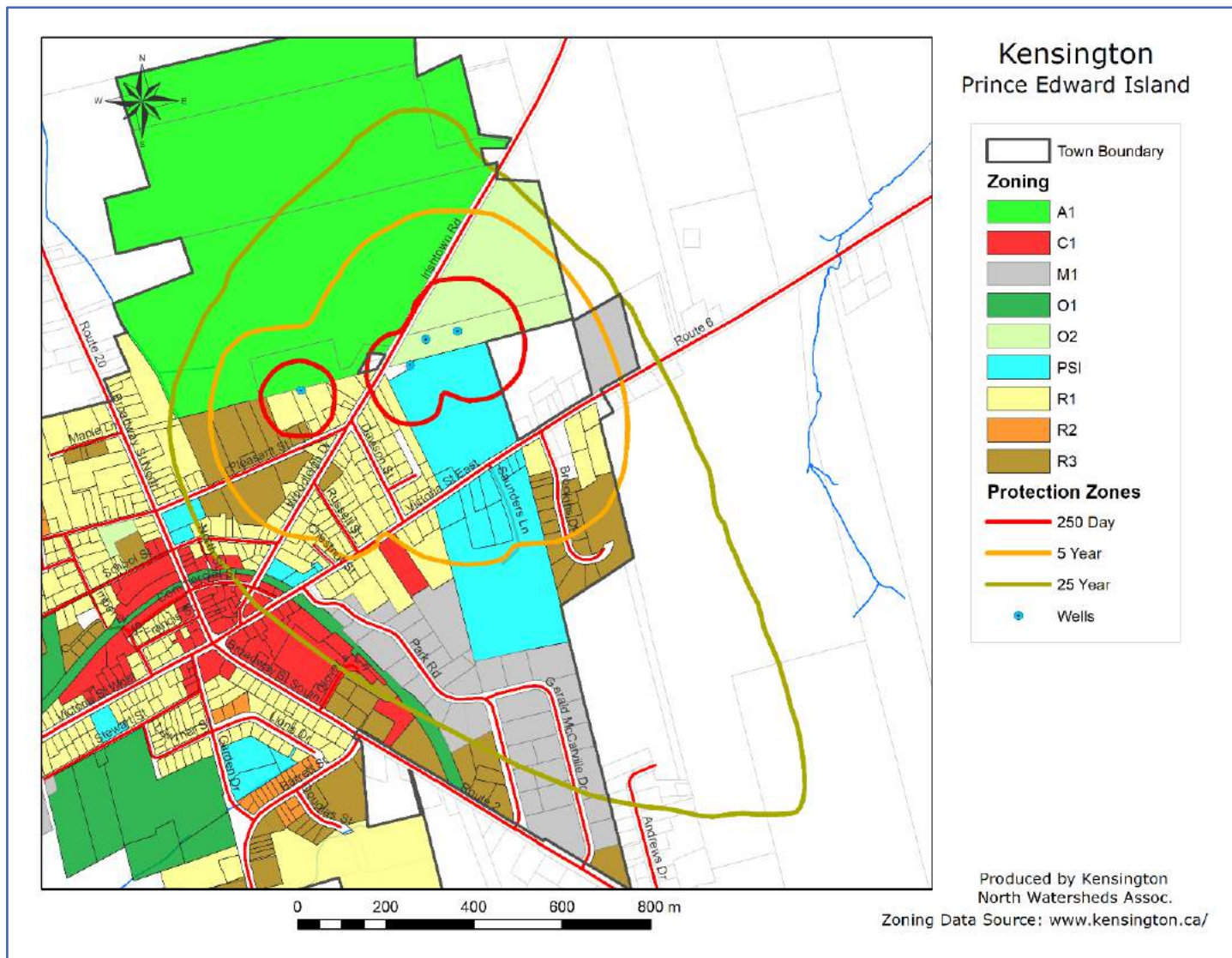
Reference number	Category	Issue	Current Potential risks	Potential action items	Benefits	Costs	Responsibility	Priority Level ¹³
11	Install Impermeable Spill Collection Infra-structure on Rte. 101	Contamination of groundwater spills	Contamination of groundwater	Construct curbs, lined ditches, catchment areas, other means to concentrate and collect spillage	Reduced risk of contaminating groundwater due to spillage of hazardous products	Moderate infrastructure design and construction costs	Dept. of T.I.E.	3
12	Commercial Activity	A wide range of commercial activity presents a wide range of unknown contamination risks exist in the industrial park and surrounding area.	Although regulation and best management practices are in place, the potential hazards to the Town's groundwater is unknown.	Conduct a survey of the activities that occur in the commercial and industrial areas, to determine what risk levels exist.	Better understanding of existing risks will help the Town and Fire Dept. manage those risks	The cost of performing a survey/inventory of activities, products, management practices, and risks	Town	2
13	Fire Department	A great deal of uncertainty exists in the hazards and appropriate emergency responses for within the Well Field Protection Zone	There is a risk of responding with a less than ideal response to a specific emergency, which could cause undue groundwater contamination.	Using the inventory of commercial and industrial activities, appropriate emergency response measures can be established. Risks associated with spills along roadways should be considered, appropriate response measures prepared.	Reduced risk of groundwater contamination due to inappropriate response, reduced risk of contamination with water from fighting a fire. Risk of a spill causing contamination.	Costs would be associated with the Commercial and Industrial survey mentioned above, plus additional analysis, training, equipment	Town	1
14	Agriculture	Ag chem spills in fields, accidents on route 101, management of manure	Contamination by biologicals, long term contamination by chemicals,	Dialogue with farmers, promote best practices, special attention to 250-day zone and future development	reduced risk of hazardous chemicals, manure	Very low cost, a discussion of mutual interest	Town, appropriate farmers	1

Reference number	Category	Issue	Current Potential risks	Potential action items	Benefits	Costs	Responsibility	Priority Level ¹³
15	Household Hazardous Waste	Wide range of hazardous products, in mostly small quantities, being handled without regulation within the protection zone	Contamination of groundwater through improper storage, handling, disposal	Very hard to regulate. Raising awareness and public education the best option	A successful education and awareness project, such as the one currently underway with Kensington North, will reduce associated risks.	Current project is being funded by EcoAction, Env. & Climate Change Canada	Kensington North Watersheds Association in conjunction with the Town of K	1
16	Petroleum storage in 5-year zone	Contamination of well field by petroleum	Long term damage to well field.	Create strategy considering zoning, lobbying province, incentives to phase out petroleum heating, improve security on bulk tanks	Reduced risk of petroleum contamination	Varies greatly depending on strategy	Town, Province, property owners	1
17	Improve Storm Sewers	Some connections unclear, some areas with standing water	Leakage of contaminated standing water in protection zone	Survey of storm sewers in capture zone, perform appropriate repairs	Reduced risk of contamination from standing water in storm sewers	Unknown, potentially significant	Uncertain	3
18	Chlorine	Handling of chlorine procedures	Workplace hazard	Refine procedures, ensure employee safety	Safer work environment	Negligible	Town	1
19	Domestic sewers	Uncertainty of condition of the lines, connections.	Risk potential increases with age, lack of certainty	Thorough examination of the system, including new mapping	Either reassurance that risk level is acceptable, or new knowledge that amendments are required	Cost of study is low. Cost of repairs is unknown	Uncertain	3

Reference number	Category	Issue	Current Potential risks	Potential action items	Benefits	Costs	Responsibility	Priority Level ¹³
20	Private Wells and Septic Systems	Risk of contamination of groundwater in the protection zones	Introduction of bacteria close to well fields	Create incentives to close up wells, get homes onto central system	Reduced risk of contamination	Unknown	Town	1
21	New Well field Selection	Preparedness for the possibility, eventuality, of requiring to relocate well field	Extended period without water supply in the situation of contamination	With the aid of a hydrogeologist, survey surrounding area, dig test wells, analyze, make a selection	Less disruption, better assurance of water supply	Significant	Town	3
22	Contingency Plan	Preparedness for the possibility of contamination of wells, short term and long term	Delay of getting potable and non-potable water to residents	Town council and staff review contingency plan, discuss, refine, adopt	Rapid response to an emergency situation	Insignificant, or if not completed, potentially astronomical	Town	1
23	Regulatory Work, new development	Create regulations, by-laws to require water recovery engineering, water protection in new development in the capture area	New subdivision construction could redirect water from hard surfaces away from capture area, create water deficit	Review water capture engineering and technology options for new construction, put requirements in place	Less loss of water in capture zone, safe water for well field.	Moderate time requirement by staff and council	Town	3 must proceed development
	Regulatory work, new well field	Zoning for new well field	Capture area of new well field could become contaminated	Zone development and activity in new well field in interest of protecting resource	Less risk to water in capture area, more trouble-free access to clean water in the future	Time of staff, councillors	Town	3

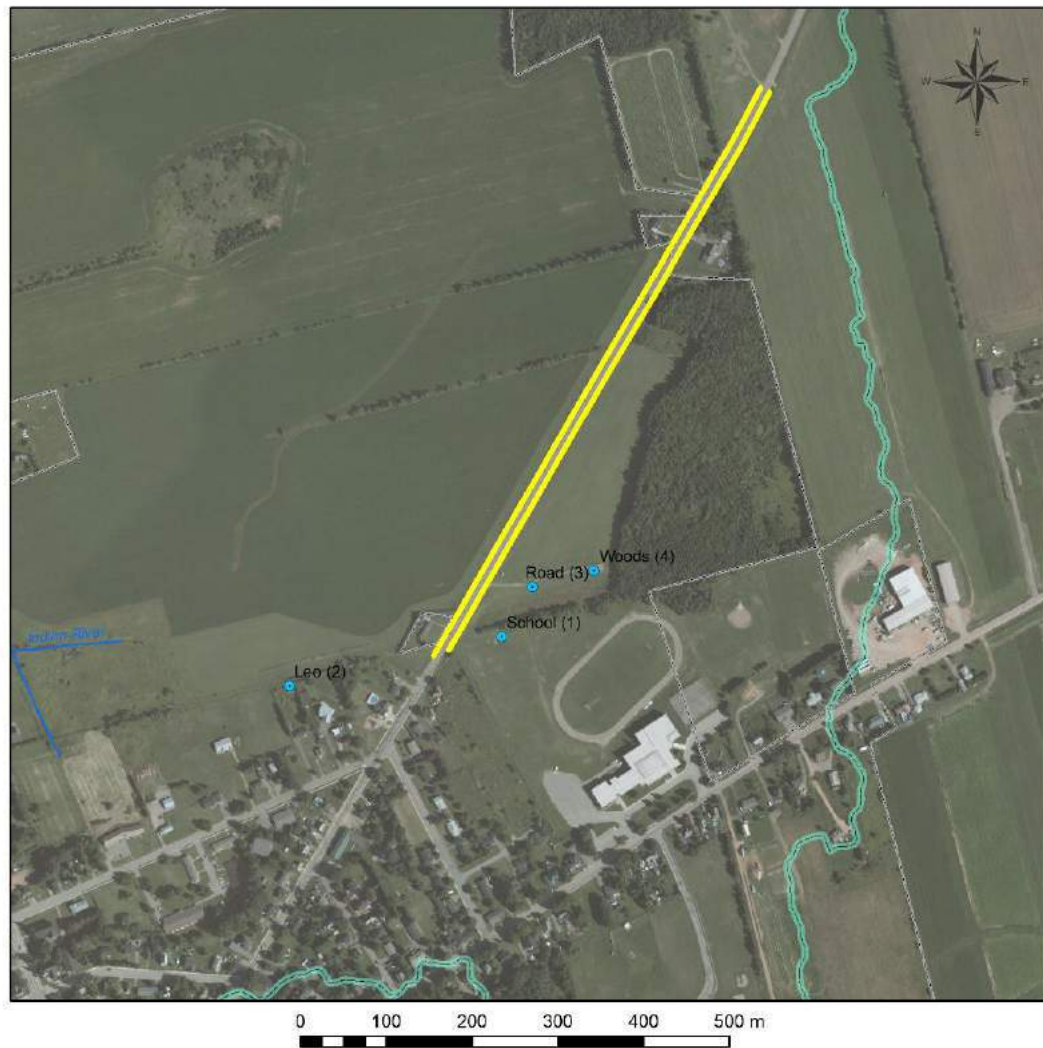
Reference number	Category	Issue	Current Potential risks	Potential action items	Benefits	Costs	Responsibility	Priority Level ¹³
	Regulatory work, Review of Similar Works	Variety of approaches to WPP, i.e. Digby passed multiple bylaws				Time of staff and councillors	Town	3

APPENDIX B: MAPS



ZONING

A map of the well field protection zones showing the development zones found on the *Official Zoning Map* (Appendix A of the *Town's Zoning and Subdivision Control (Development) Bylaw, 2013*).



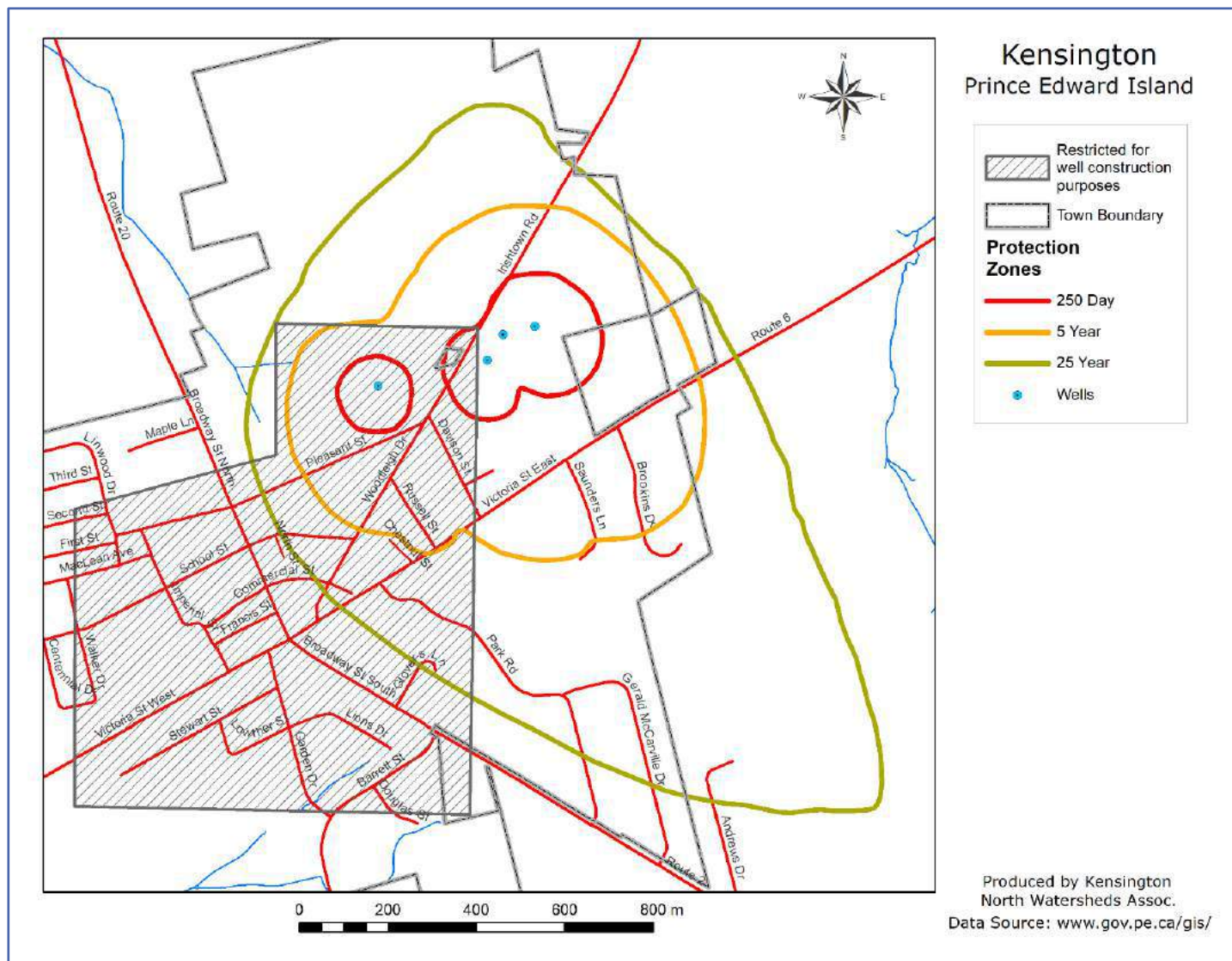
Kensington Prince Edward Island



Produced by Kensington
North Watersheds Assoc.
Data Source: www.gov.pe.ca/gis

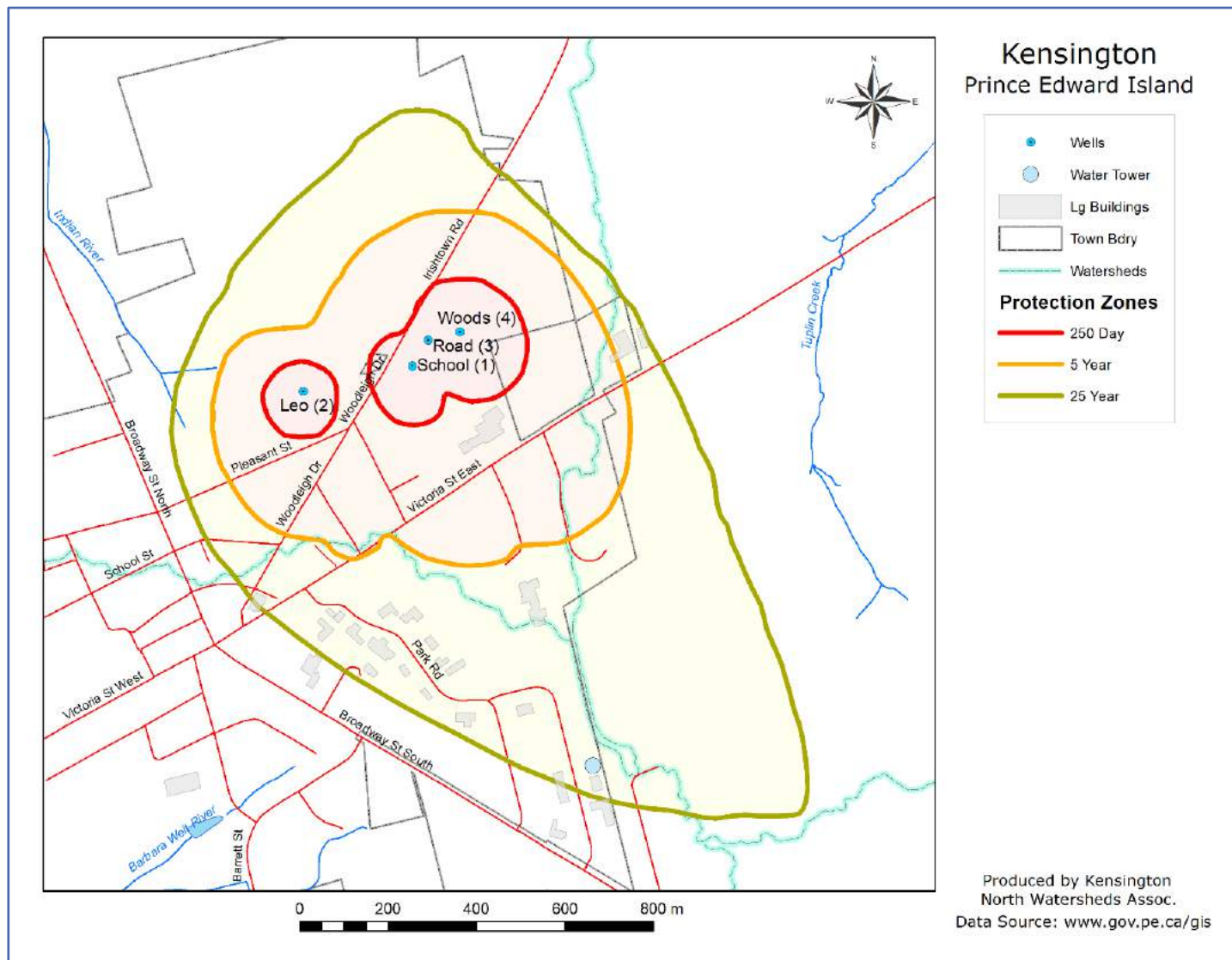
AREA OF CONCERN

A map showing the
area of concern
along Route 101
adjacent to the
existing wells.



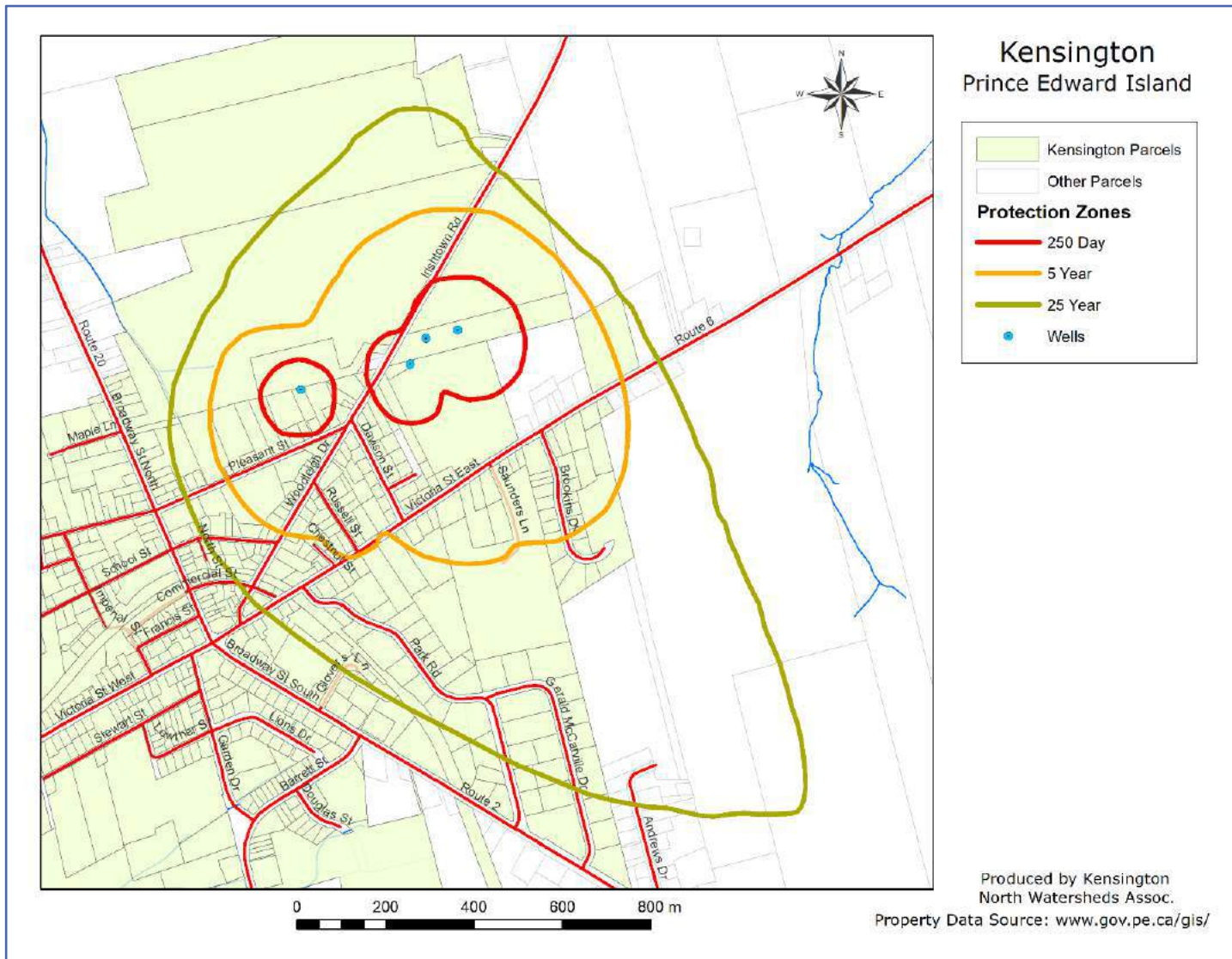
RESTRICTED AREA

The area in Town that is restricted for well construction purposes as designated in Schedule A of the PEI Environmental Protection Act Water Well Regulations.



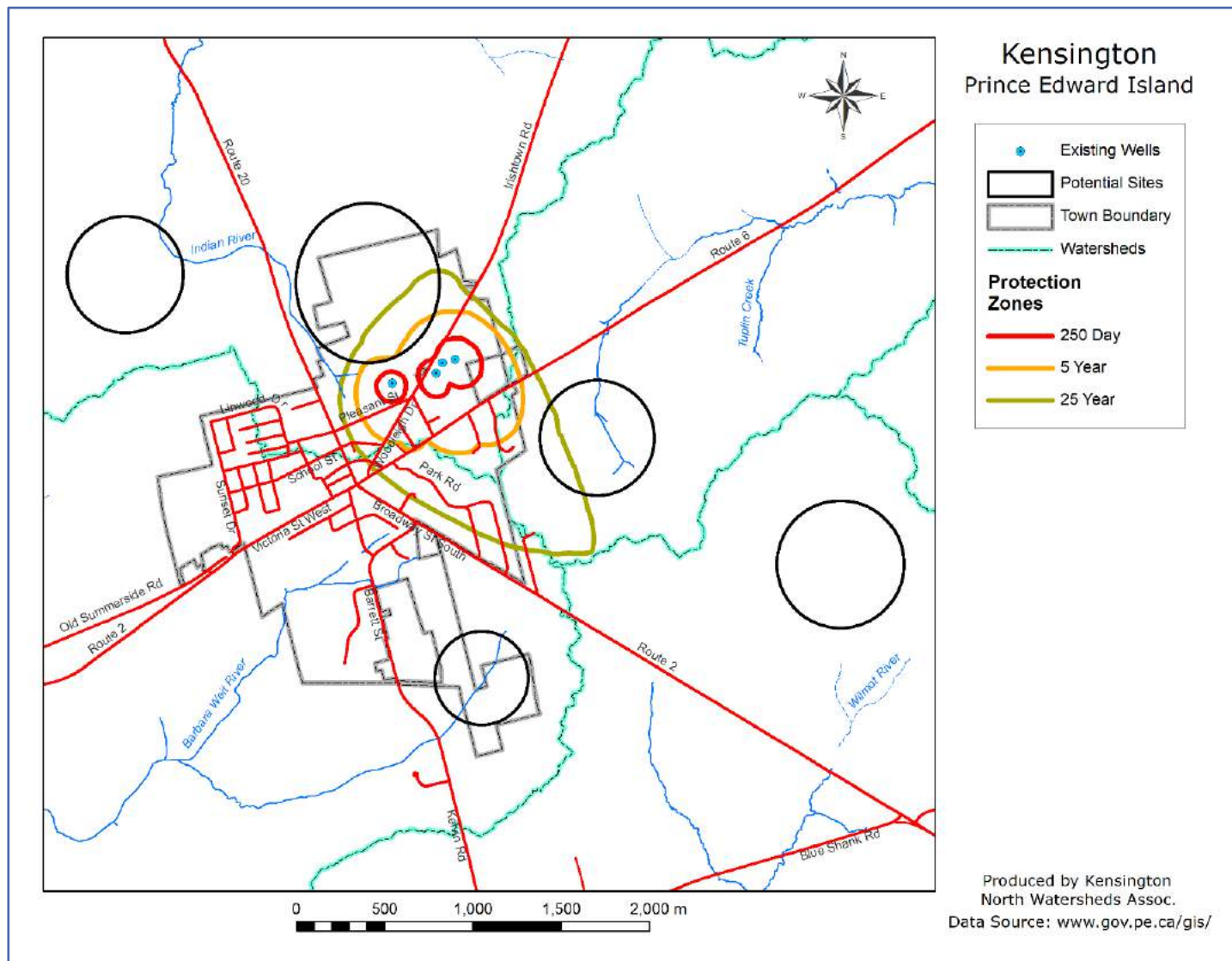
PROTECTION ZONES

A map of the well field protection zones for the Town with wells, large buildings, water tower with Town and watershed boundaries.



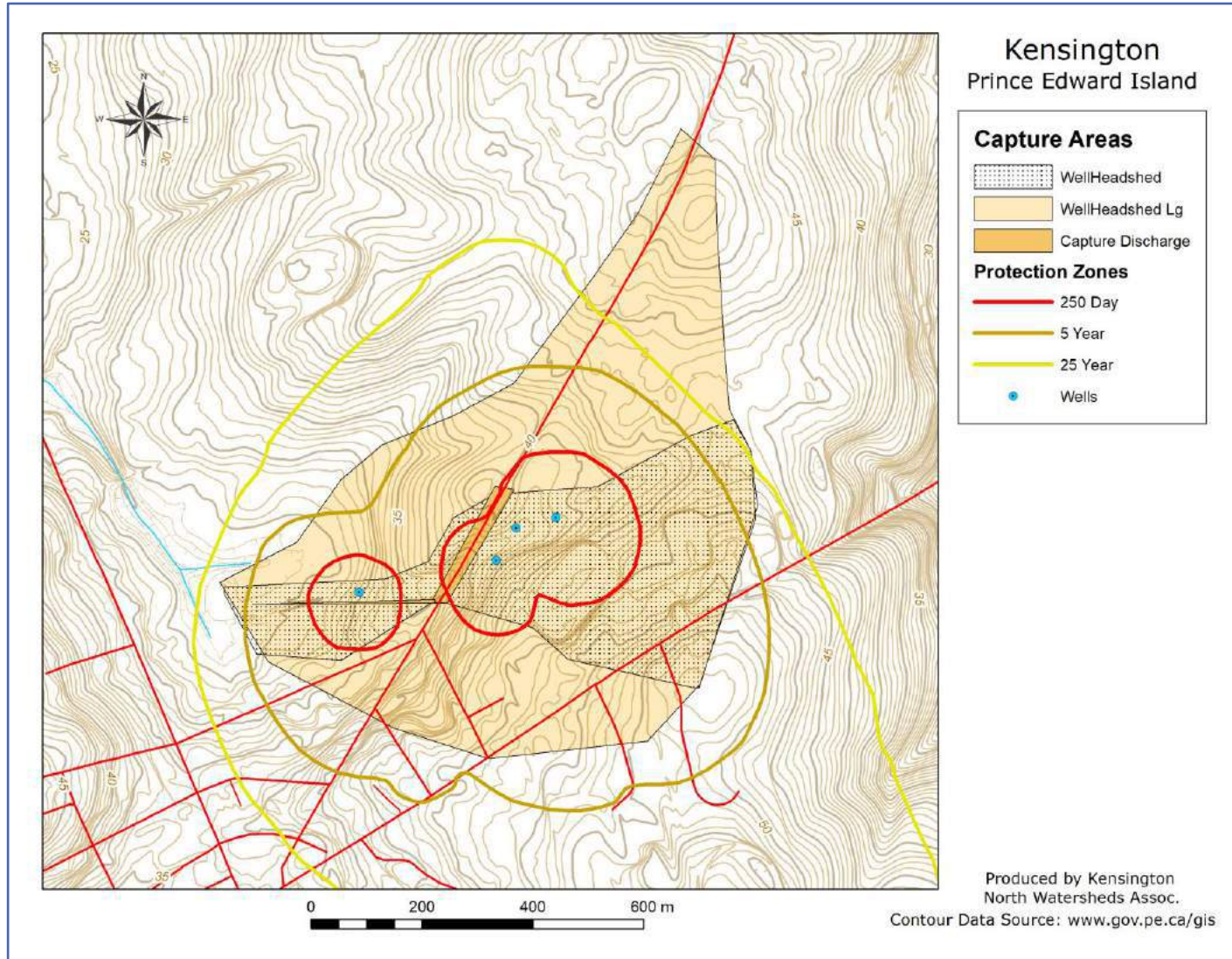
PROPERTY

A map of property parcels in and around the well field protection zones with those within the Town boundary highlighted.



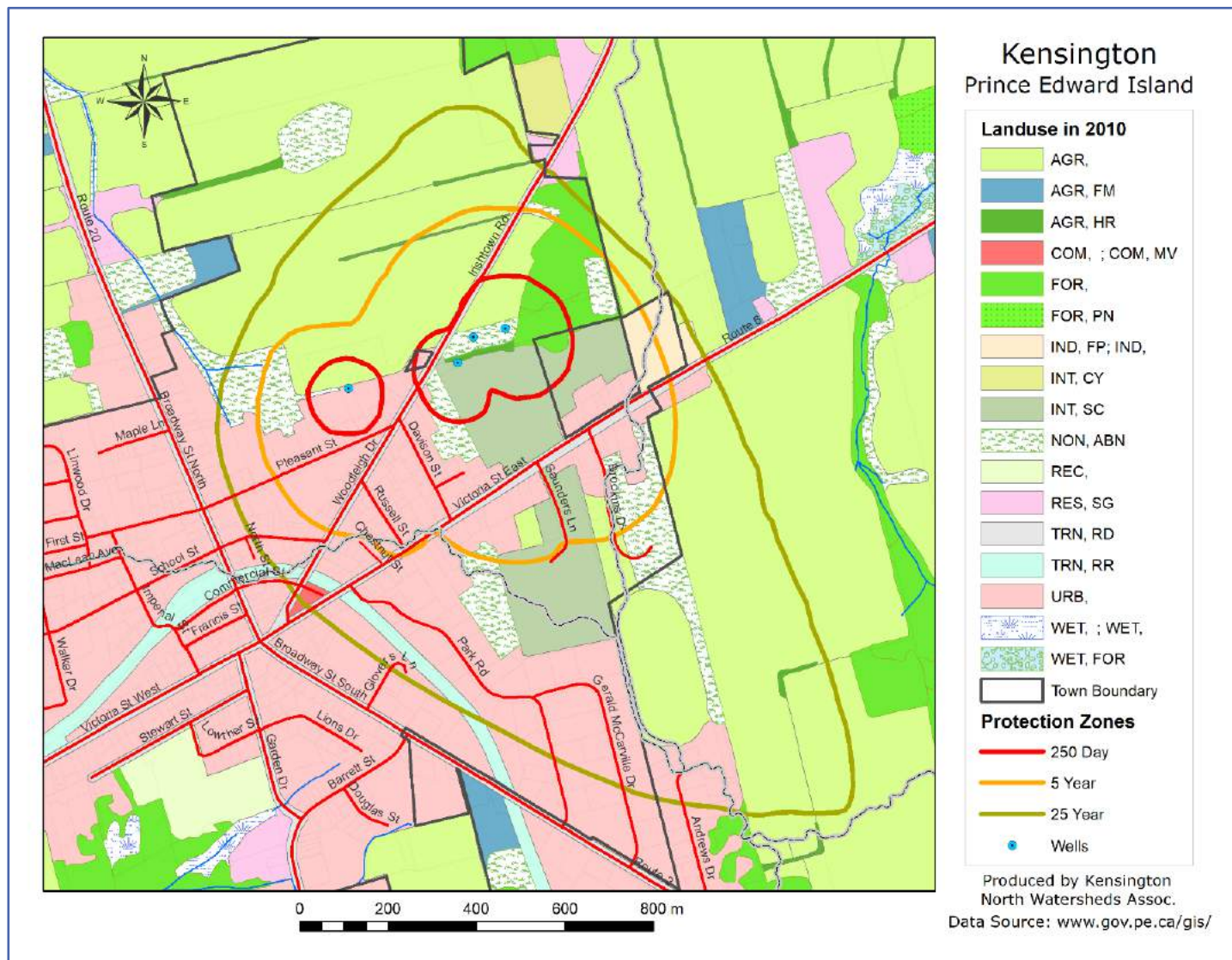
POSSIBLE LOCATIONS FOR NEW WELL SITES

A map of potential well field sites with the existing wells, well field protection zones, Town and watershed boundaries.



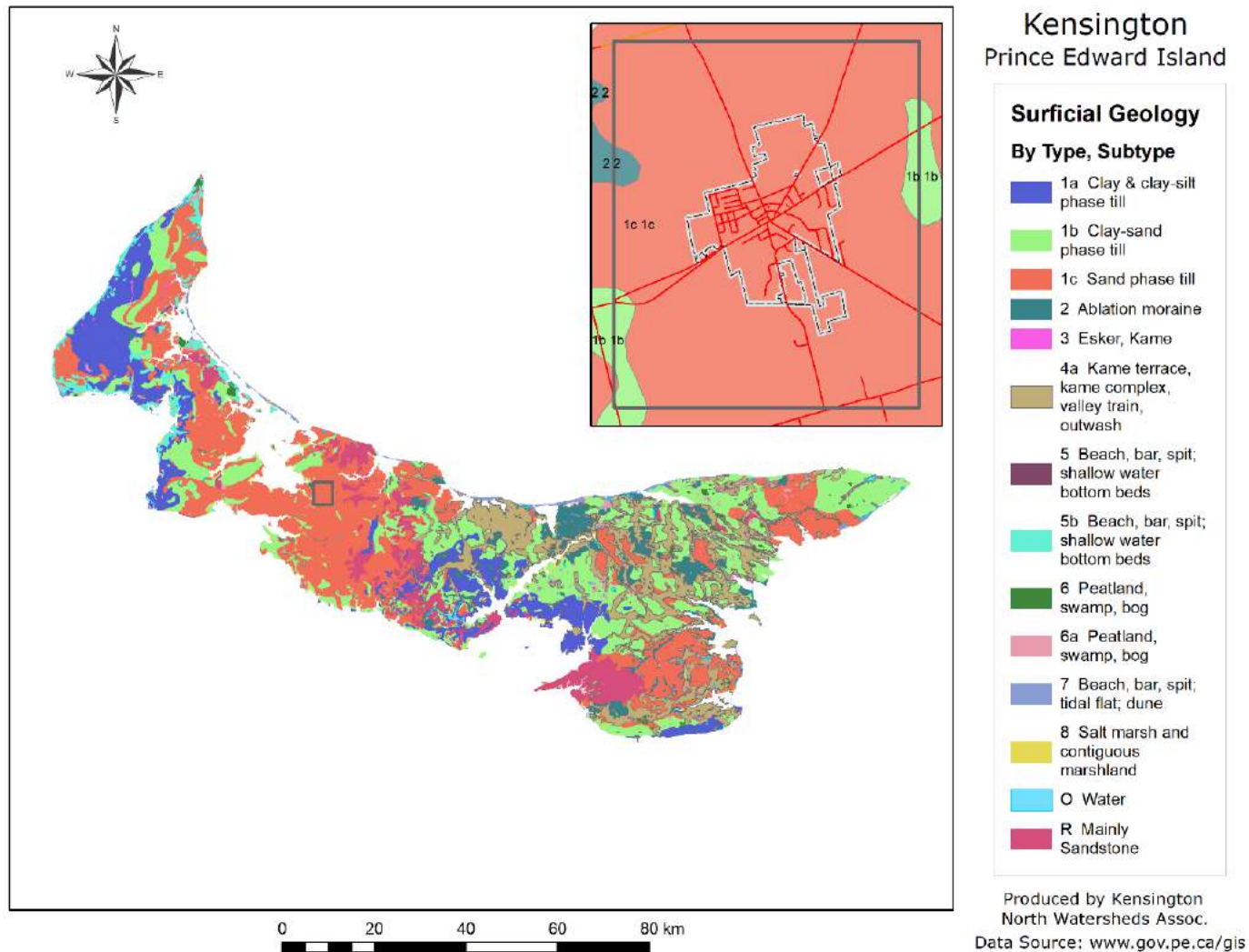
CAPTURE AREAS

A map showing the capture areas of the existing wells with contours and the well protection zones.



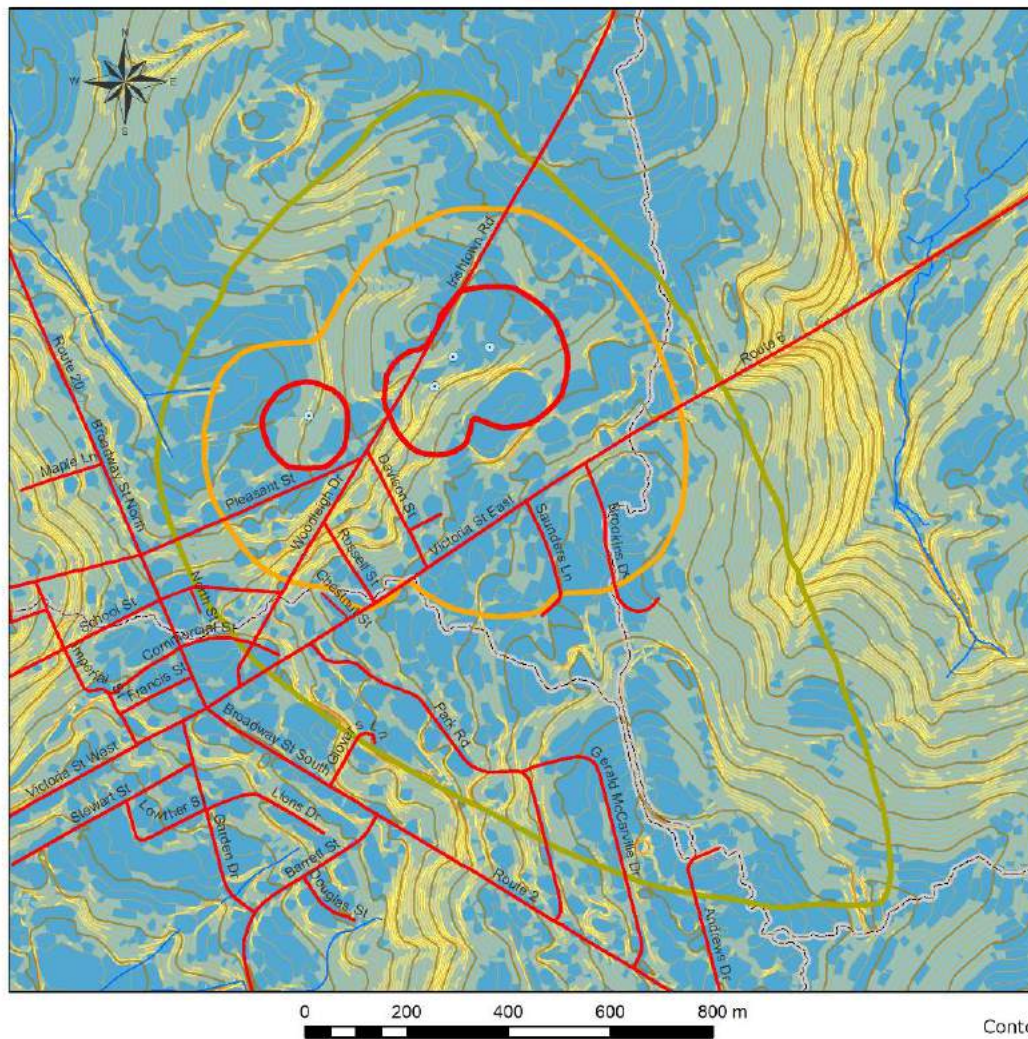
LAND USE 2010

A map of general land use in and around the well field protection zones in 2010.



GEOLOGY

A map of the surficial geology of PEI with an inset showing the geology of the Kensington area.



Kensington Prince Edward Island

Slope_Pct

0.0 - 3.0
3.1 - 6.0
6.1 - 9.0
9.1 - 18.0
18.1 - 38.0
38.1 - 72.0
72.1 - 100.0

Protection Zones

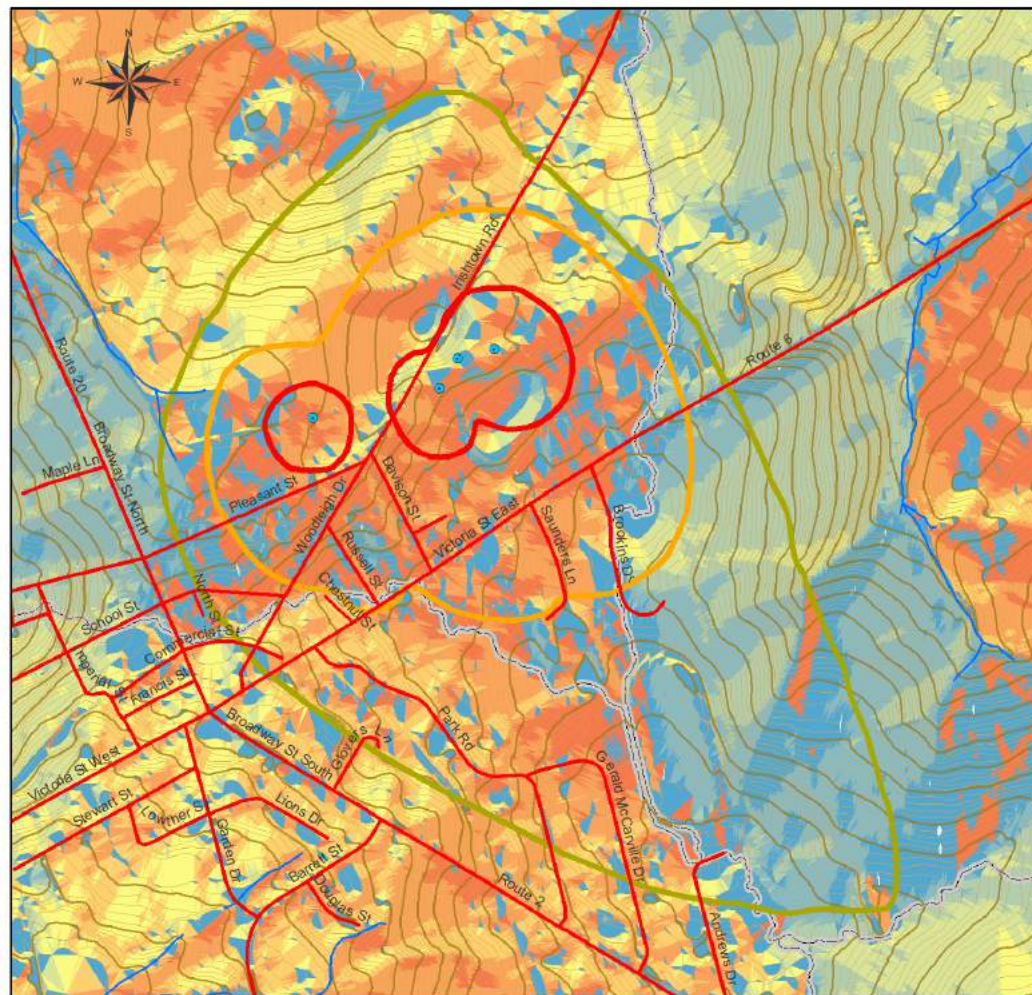
250 Day
5 Year
25 Year
Watersheds
Wells

Produced by Kensington
North Watersheds Assoc.

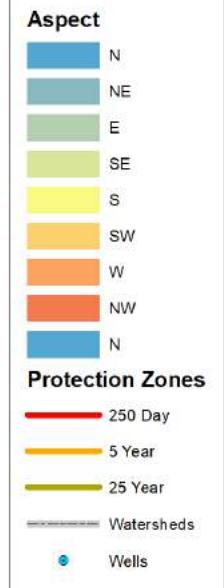
Contour Data Source: www.gov.pe.ca/gis

SLOPES

The gradient of sloped land expressed as a percentage, i.e. the difference in elevation between two points divided by the distance between the points. Often used in conjunction with *Aspect* map.



Kensington Prince Edward Island

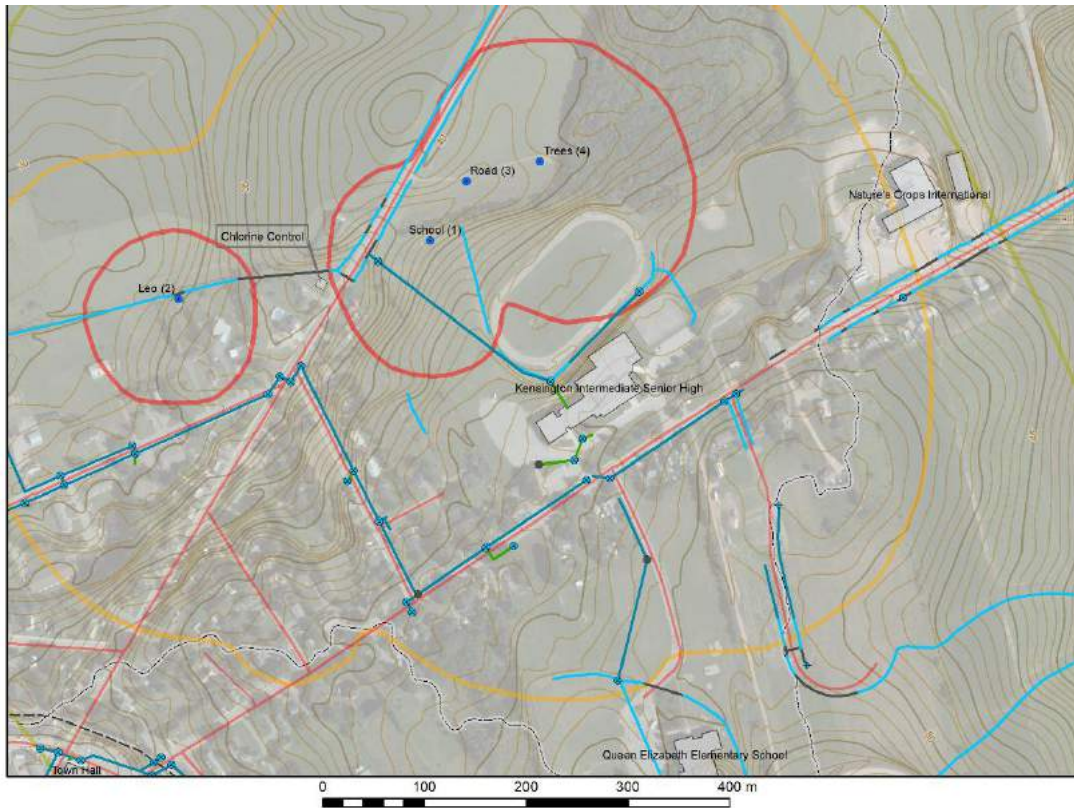


Produced by Kensington
North Watersheds Assoc.

Contour Data Source: www.gov.pe.ca/gis

ASPECT

The direction of sloped land from a higher elevation to a lower elevation. Often used in conjunction with *Slopes* map.



Legend

- Wells

nswCatchBasin

- Lg Drain
- ◆ Sm Drain
- Cover

nswGravityMain

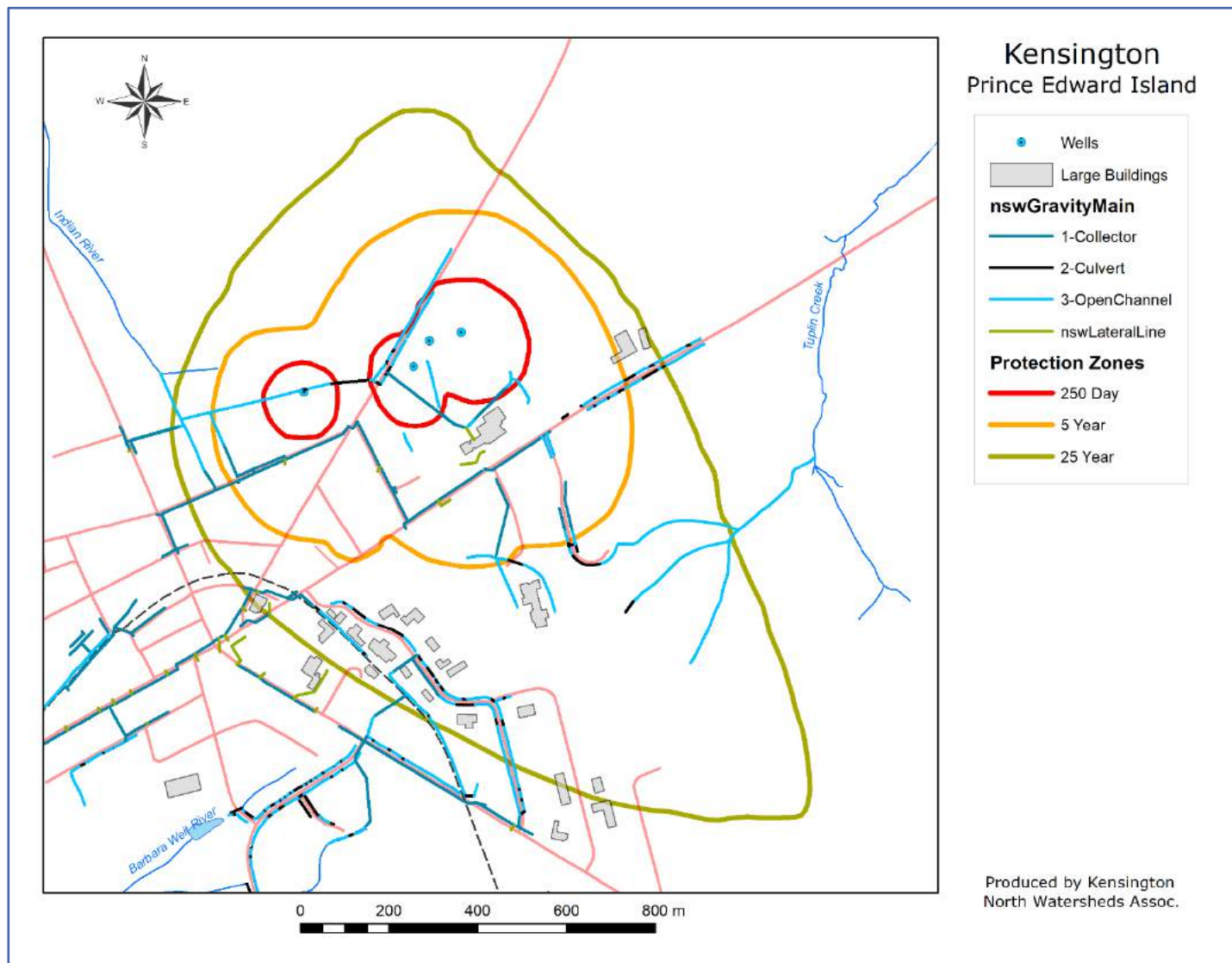
- 1-Collector
- 2-Culvert
- 3-OpenChannel
- nswLateralLine

Protection Zones

- 250 Day
- 5 Year
- 25 Year

STORMWATER DRAINAGE (KISH)

A map of the stormwater drainage system around the high school showing catch basins, manholes and connectivity with existing wells and large buildings, 0.5m contours, well field protection zones on the 2010 orthophoto image. Note: some open channels are surveyed while others have been constructed to show network connectivity. Surface and subsurface drainage in the vicinity of the elementary and high school is not fully understood and is a concern.



STORMWATER DRAINAGE

A map of the storm-water drainage system in and around the well field protection zones with existing wells and large buildings. Note: some open channels are surveyed while others have been constructed to show network connectivity.

APPENDIX C: WELL LOCATION DATA

<i>Well No</i>	<i>Well Name</i>	<i>Zone</i>	<i>Easting (m)</i>	<i>Northing (m)</i>	<i>Lon DD</i>	<i>Lat DD</i>	<i>Lon DDM</i>	<i>Lat DDM</i>
1	School	20	451488	5143396	-63.63156°	46.44240°	-63°37.89370'	46°26.54390'
2	Leo	20	451240	5143339	-63.63478°	46.44186°	-63°38.08649'	46°26.51179'
3	Road	20	451523	5143454	-63.63111°	46.44292°	-63°37.86643'	46°26.57545'
4	Woods	20	451595	5143473	-63.63017°	46.44310°	-63°37.81023'	46°26.58611'

APPENDIX D: WELL ASSESSMENT FORM



KENSINGTON NORTH
WATERSHEDS ASSOCIATION

1

WELL ASSESSMENT FORM TO BE USED WITH THE WELL PROTECTION TOOLKIT

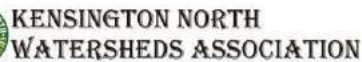
IMPORTANT! Please complete one form for each ground water source used in your water system. Fill in available information. If missing information, it may be advisable to contact the Department of Environment, Office, or the local driller who drilled the well, to assist. Photocopy this form as necessary.

PART I: WELL SYSTEM INFORMATION (Refer to Step 1)			
WATER SYSTEM LEGAL NAME <i>Town of Kensington</i>		LEGAL DESCRIPTION OF WELL LOCATION <i>Town Well No 1 School</i>	
WATER SYSTEM LEGAL ADDRESS <i>Town of Kensington PO Box 418 Kensington PE C0B1M0</i>			
LATITUDE / LONGITUDE <i>N46.442398°E-63.631561°</i>	HOW WERE LOCATION COORDINATES DETERMINED? <input type="checkbox"/> GPS _____ (specify accuracy) <input type="checkbox"/> survey <input checked="" type="checkbox"/> digitized from <i>1200</i> map (specify scale)		
UTM COORDINATES <i>Zone 20</i> <i>E451488 N5143396</i>	HOW MANY OTHER WELLS MAKE UP THE WATER SYSTEM? <i>3</i>	DOES THE WATER SYSTEM ALSO USE A SURFACE WATER SOURCE? (describe) <i>No</i>	
NUMBER OF CONNECTIONS Maximum _____ Actual <i>650</i>	POPULATION SERVED <i>1600</i>	WATER USE <input checked="" type="checkbox"/> industrial <input checked="" type="checkbox"/> commercial <input type="checkbox"/> irrigation <input checked="" type="checkbox"/> domestic other (specify) _____	
Well Identification Plate No. (If available) <i>Nil</i>	CHEMISTRY NO.	WELL TAG NO. (If available)	
Contact Department of Environment office for the following information: Well Identification No. = DOE's metal tag affixed to the well for on-site identification. Chemistry No. = DOE's site number for the water chemistry on their database. WELL TAG NO. = DOE's computer number for the well.			
Bulk supply <input checked="" type="checkbox"/> yes <input type="checkbox"/> no	Back-up supply <input type="checkbox"/> yes <input checked="" type="checkbox"/> no	Emergency supply <input type="checkbox"/> yes <input checked="" type="checkbox"/> no	<i>See Note</i> Metered <input checked="" type="checkbox"/> yes <input type="checkbox"/> no
WELL OWNER / OPERATOR INFORMATION	WELL OPERATOR <i>Geoff Baker</i>		WELL OPERATOR'S PHONE NO. <i>(902)836-3781</i>
	WELL OPERATOR'S ADDRESS <i>Town of Kensington PO Box 418 Kensington PE C0B1M0</i>		
	WELL OPERATOR <i>Doug Killam</i>		WELL OPERATOR'S PHONE NO. <i>(902)439-5202</i>
	WELL OPERATOR'S ADDRESS <i>Town of Kensington PO Box 418 Kensington PE C0B1M0</i>		
NOTES <i>Commercial connections are metered and municipal residential unites</i>			



IMPORTANT! Please complete one form for each ground water source used in your water system. Fill in available information. If missing information, it may be advisable to contact the Department of Environment, Office, or the local driller who drilled the well, to assist. Photocopy this form as necessary.

PART II: WELL CONSTRUCTION INFORMATION (Refer to Step 1)			
WELL-DRILLER'S NAME, COMPANY AND ADDRESS <i>Unknown</i>		POSTAL CODE	DATE WELL ORIGINALLY CONSTRUCTED YYYY MM DD <i>Unknown</i>
		WELL-DRILLER'S TELEPHONE NO. ()	DATE OF LAST RECONSTRUCTION YYYY MM DD
TYPE OF WELL <input checked="" type="checkbox"/> drilled <input type="checkbox"/> dug <input type="checkbox"/> other (specify) _____	METHOD OF DRILLING <input type="checkbox"/> rotary <input checked="" type="checkbox"/> cable tool <input type="checkbox"/> driven <input type="checkbox"/> jetted <input type="checkbox"/> other (specify) _____		WELL LOG AVAILABLE? <input type="checkbox"/> yes (attach) <input checked="" type="checkbox"/> no
DEPTH OF WELL _____ m or <i>450</i> ft.	DIAMETER OF WELL _____ m or <i>8</i> in.	SCREEN LENGTH <i>N/A</i> m or _____ ft.	DEPTH TO TOP OF SCREEN <i>N/A</i> m or _____ ft.
WELL CAPACITY <i>See note below</i> _____ L/s or <i>524</i> m ³ /day	LOCATION OF WATER-BEARING FRACTION(S) (for bedrock wells): <i>Unknown</i>	YIELD OF WATER-BEARING FRACTION(S) <i>Unknown</i> L/s or _____ m ³	
WELLHEAD ENCLOSURE <i>Well is pitiless with an adjacent manhole and power panel above ground</i>		SURFACE SANITARY SEAL grouted to _____ m or _____ ft. <input checked="" type="checkbox"/> no surface seal <input type="checkbox"/> pitiless adapter	
AVERAGE PUMPING RATE <i>86,400</i> igpd or <i>393</i> m ³ /day	HOW WAS PUMPING RATE DETERMINED? <i>Approximation do to incomplete data collection</i>	DEPTH OF INTAKE SETTING <i>Unknown</i>	PUMP AGE <i>?</i>
ANNUAL VOLUME OF WATER PUMPED <i>3.16E+7</i> igpy or <i>143,461</i> m ³ /yr	HOW WAS VOLUME PUMPED DETERMINED? <i>Approximation do to incomplete data collection</i>		
PUMPING CAPACITY <i>80</i> igpm or <i>524</i> m ³ /day	ANY CHANGES OR REPAIRS MADE TO THE PUMPING EQUIPMENT? (specify) <i>Recent leak manifold in pump building Aug 2018, due to corrosion</i>		
TYPE OF STORAGE <input checked="" type="checkbox"/> tank(s) <input type="checkbox"/> reservoir <input type="checkbox"/> other (specify) <i>Water Tower</i>	STORAGE CAPACITY <i>300,000</i> ig or <i>1,364</i> m ³	COMMON INLET OR OUTLET? <input checked="" type="checkbox"/> yes <input type="checkbox"/> no	
ATTACHED INFORMATION <input checked="" type="checkbox"/> well log <input checked="" type="checkbox"/> drawings <input checked="" type="checkbox"/> reports <input checked="" type="checkbox"/> pump test data <input checked="" type="checkbox"/> water quality data		NOTE: If no well log is available, please attach any other records documenting well construction (i.e., "as built" drawings, engineering reports).	
NOTES WITH ATTACHED INFORMATION <i>Well Capacity is the amount of water that can be pumped as per the Province of PEI permit issued in 2005.</i>			



WELL ASSESSMENT FORM

TO BE USED WITH THE WELL PROTECTION TOOLKIT

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PART IV: ASSESSMENT OF WATER QUALITY (Refer to Step 1)		
<p>1 HOW LONG HAS THE WATER SYSTEM BEEN IN EXISTENCE?</p> <p style="text-align: center; font-size: 1.2em;"><i>39 to 40 years</i></p>	<p>2 HAS YOUR WELL EVER BEEN DEEPEMED, CLEANED, NEW WELL CONSTRUCTED?</p> <p><input checked="" type="checkbox"/> yes — <input checked="" type="checkbox"/> Why? <i>Deepened for volume</i> <input type="checkbox"/> no</p>	
<p>3 IN THIS TIME, HAVE THERE BEEN ANY WATER QUALITY PROBLEMS?</p> <p><input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> don't know</p>	<p>IF YES, WHEN AND WHAT WAS THE CAUSE OF THESE PREVIOUS PROBLEMS (i.e., drought, pump failure, plugging, increased usage, interference, contamination)?</p> <p><i>Bacteria due to poor well head construction. Other problem have occurred. See pumping log book.</i></p>	
<p>IF CONTAMINATION: • WHAT WATER QUALITY CHANGES WERE APPARENT (i.e., taste, colour, turbidity, other)?</p> <p>• WHAT ACTION WAS TAKEN TO OVERCOME THIS PROBLEM?</p> <p>• WHAT WERE THE EFFECTS OF THIS ACTION?</p> <div style="border: 1px solid black; height: 200px; margin-top: 5px;"></div>		
<p>4 BACTERIAL CONTAMINATION</p>		
<p>ANY BACTERIAL DETECTION(S) IN THE PAST 3 YEARS BASED ON SOURCE-MONITORING RECORDS?</p> <p><input checked="" type="checkbox"/> yes <input type="checkbox"/> no</p>	<p>HAVE THERE BEEN SAMPLING PROTOCOLS OR QA/QC ESTABLISHED? <input type="checkbox"/> yes <input type="checkbox"/> no</p> <p style="text-align: center; font-size: 1.2em;"><i>Unknown</i></p>	
<p>HAS SOURCE (IN PAST 3 YEARS) HAD A BACTERIOLOGICAL CONTAMINATION PROBLEM FOUND IN DISTRIBUTION SAMPLES THAT WAS ATTRIBUTED TO THE SOURCE?</p> <p><input checked="" type="checkbox"/> yes <input type="checkbox"/> no</p>	<p>IF YES, WHAT ARE THEY?</p>	
<p>WAS THE BACTERIOLOGICAL CONTAMINATION DUE TO THE SOURCE?</p> <p><input checked="" type="checkbox"/> yes <input type="checkbox"/> no</p>		
<p>WAS THE BACTERIOLOGICAL CONTAMINATION DUE TO CROSS-CONNECTIONS?</p> <p><input type="checkbox"/> yes <input checked="" type="checkbox"/> no</p>		
<p>IS THE WELL AVAILABLE FOR DIRECT SAMPLING?</p> <p><input checked="" type="checkbox"/> yes <input type="checkbox"/> no</p>		



SOURCE-SPECIFIC WATER QUALITY RECORDS (Refer to Step 1)

Please indicate the occurrence of any test results in the last 10 years that meet the following conditions:

PARAMETER	RECURRING PROBLEMS	TEST RESULTS	EXCEEDENCES OF CDWQG ¹
Bacteriological Total/Faecal Coliforms Background Heterotrophic plate counts Iron and Sulphate Reducers	<i>Bacteria occurred in well Spring of 2018</i>	<i>After two clear samples well returned to use</i>	
Disinfection by-products Bromodichloromethane Dibromochloromethane Chloroform			
Physical Parameters pH, colour, alkalinity, specific conductance, hardness, total dissolved solids, total organic carbon, turbidity			
Inorganic Parameters Nitrates, fluoride, sulfate, sulphide, ammonia, chloride, nitrite, nitrogen (organic)			
Metals* Calcium, iron, magnesium, manganese, sodium			

¹ Canadian Drinking Water Quality Guidelines

A metal scan is usually performed every 3 years at least, and includes aluminum, arsenic, barium, cadmium, chromium, copper, lead,

* molybdenum, nickel, phosphorus, silver and zinc.

Please sketch in the box below the location sampling point with respect to the well.

See maps attached



PART V: WATER TREATMENT INFORMATION (Refer to Step 1)

IS THIS SOURCE TREATED?		IF YES, TYPE OF TREATMENT	
<input checked="" type="checkbox"/> yes <input type="checkbox"/> no		<input checked="" type="checkbox"/> disinfection <input type="checkbox"/> filtration <input type="checkbox"/> carbon filter <input type="checkbox"/> air stripper <input type="checkbox"/> water softener <input type="checkbox"/> other (specify) _____	
PURPOSE OF TREATMENT <i>Chlorination is required in public distribution systems.</i>			
IF SOURCE IS CHLORINATED: IS A CHLORINE RESIDUAL MAINTAINED? <i>yes</i>	Total Chlorine _____ ppm	Free Chlorine _____ ppm	WHAT IS THE RESIDUAL LEVEL OF TREATMENT? <i>By guide lines should be .2 mg/l</i>
IS THERE ANY WATER STORAGE IN THE SYSTEM? <input checked="" type="checkbox"/> yes <input type="checkbox"/> no		IS THE WATER TREATMENT BEFORE OR AFTER THE STORAGE UNIT? <input checked="" type="checkbox"/> before <input type="checkbox"/> after	
WHAT IS THE TOTAL AND FREE CHLORINE IN THE DISTRIBUTION SYSTEM?	Total Chlorine _____ ppm	Free Chlorine _____ ppm	IS THERE ANY ADDITIONAL CHLORINE ADDED AFTER THE SOURCE (rechlorination)? <i>No</i>
WHAT TYPE OF CHEMICALS ARE USED IN THIS PROCESS? (specify)		WHERE ARE CHEMICALS STORED? <i>In the Pump House</i>	
IS THERE PROPER STORAGE FOR THESE CHEMICALS? <input type="checkbox"/> yes <input type="checkbox"/> no <i>Unsure</i>		IF STORED IN PUMP HOUSE, HOW ARE CHEMICALS ISOLATED FROM THE WELL? <i>Chemicals are stored at the distribution building</i>	

NOTES

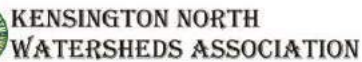
There are four well in this system. All well are connected together in a distribution building where a metre is used to adjust the chorine which is injected into the distributed water. The Town custodian samples the distributed water at predetermined locations for residual chorine. At the same time water samples are taken in treated bottles and transferred the Provincial Lab to check for bacteria at these locations.

PART VI: MAPPING THE CAPTURE ZONE TO YOUR COMMUNITY WELL (Refer to Step 2)

A map (1:5000 to 1:20,000 are typical scales) will be needed to complete this section. Multiple wells in the same area can be plotted on one map.

CIRCULAR CAPTURE ZONE (refer to Appendix 2.1)		PARABOLIC CAPTURE ZONE (refer to Appendix 2.2)*	
*attach calculation sheets		RADIUS (m)	
Arbitrary Fixed Radius		Downgradient distance <i>10</i> m	Width of capture zone <i>~150</i> m
Calculated Fixed Radius	(250 day travel time)*	<i>See Maps</i>	
	(5-year travel time)*		
	(25-year travel time)*		
Is there a river, lake, pond, stream or other obvious surface water body within the 6-month time of travel boundary? <input type="checkbox"/> yes (identify on map) <input checked="" type="checkbox"/> no		Is there a stormwater and/or wastewater facility, treatment lagoon or holding pond located within the 6-month time of travel boundary? <input checked="" type="checkbox"/> yes (identify on map) <input type="checkbox"/> no	

NOTES



WELL ASSESSMENT FORM

TO BE USED WITH THE WELL PROTECTION TOOLKIT

4 REGIONAL SOURCES OF RISK TO GROUND WATER

[illegible]

SEPTIC FIELD SETBACK _____ m or _____ ft.	GRADIENT TO SEPTIC FIELD <input type="checkbox"/> upgrade <input type="checkbox"/> downgrade <input type="checkbox"/> same grade _____ % _____ %	DENSITY OF ON-SITE SEWAGE DISPOSAL SYSTEMS		
		<table border="1"> <tr> <td>COMMUNITY SYSTEM _____</td> <td>SYSTEM PER LOT _____</td> </tr> </table>	COMMUNITY SYSTEM _____	SYSTEM PER LOT _____
COMMUNITY SYSTEM _____	SYSTEM PER LOT _____			



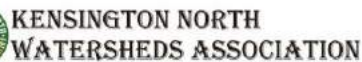
IMPORTANT! Please complete one form for each ground water source used in your water system. Fill in available information. If missing information, it may be advisable to contact the Department of Environment, Office, or the local driller who drilled the well, to assist. Photocopy this form as necessary.

PART I: WELL SYSTEM INFORMATION (Refer to Step 1)			
WATER SYSTEM LEGAL NAME <i>Town of Kensington</i>		LEGAL DESCRIPTION OF WELL LOCATION <i>Town Well No 2 Leo</i>	
WATER SYSTEM LEGAL ADDRESS <i>Town of Kensington PO Box 418 Kensington PE C0B1M0</i>			
LATITUDE / LONGITUDE <i>N46.441863°E-63.634775°</i>	HOW WERE LOCATION COORDINATES DETERMINED? <input type="checkbox"/> GPS _____ (specify accuracy) <input type="checkbox"/> survey <input checked="" type="checkbox"/> digitized from <i>1200</i> map (specify scale)		
UTM COORDINATES <i>Zone 20</i> <i>E451240 N5143339</i>	HOW MANY OTHER WELLS MAKE UP THE WATER SYSTEM? <i>3</i>	DOES THE WATER SYSTEM ALSO USE A SURFACE WATER SOURCE? (describe) <i>No</i>	
NUMBER OF CONNECTIONS Maximum _____ Actual <i>650</i>	POPULATION SERVED <i>1600</i>	WATER USE <input checked="" type="checkbox"/> industrial <input checked="" type="checkbox"/> commercial <input type="checkbox"/> irrigation <input checked="" type="checkbox"/> domestic other (specify) _____	
Well Identification Plate No. (If available) <i>Nil</i>	CHEMISTRY NO. <i>Well No 2</i>	WELL TAG NO. (If available)	
Contact Department of Environment office for the following information: Well Identification No. = DOE's metal tag affixed to the well for on-site identification. Chemistry No. = DOE's site number for the water chemistry on their database. WELL TAG NO. = DOE's computer number for the well.			
Bulk supply <input checked="" type="checkbox"/> yes <input type="checkbox"/> no	Back-up supply <input type="checkbox"/> yes <input checked="" type="checkbox"/> no	Emergency supply <input type="checkbox"/> yes <input checked="" type="checkbox"/> no	<i>See Note</i> Metered <input checked="" type="checkbox"/> yes <input type="checkbox"/> no
WELL OWNER / OPERATOR INFORMATION	WELL OPERATOR <i>Geoff Baker</i>		WELL OPERATOR'S PHONE NO. <i>(902)836-3781</i>
	WELL OPERATOR'S ADDRESS <i>Town of Kensington PO Box 418 Kensington PE C0B1M0</i>		
	WELL OPERATOR <i>Doug Killam</i>		WELL OPERATOR'S PHONE NO. <i>(902)439-5202</i>
	WELL OPERATOR'S ADDRESS <i>Town of Kensington PO Box 418 Kensington PE C0B1M0</i>		
NOTES <i>Commercial connections are metered and municipal residential unites</i>			



IMPORTANT! Please complete one form for each ground water source used in your water system. Fill in available information. If missing information, it may be advisable to contact the Department of Environment, Office, or the local driller who drilled the well, to assist. Photocopy this form as necessary.

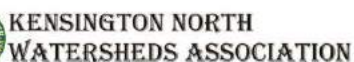
PART II: WELL CONSTRUCTION INFORMATION (Refer to Step 1)					
WELL-DRILLER'S NAME, COMPANY AND ADDRESS <i>Unknown</i>		POSTAL CODE		DATE WELL ORIGINALLY CONSTRUCTED YYYY MM DD <i>Unknown</i>	
		WELL-DRILLER'S TELEPHONE NO. ()		DATE OF LAST RECONSTRUCTION YYYY MM DD	
TYPE OF WELL <input checked="" type="checkbox"/> drilled <input type="checkbox"/> dug <input type="checkbox"/> other (specify) _____		METHOD OF DRILLING <input type="checkbox"/> rotary <input checked="" type="checkbox"/> cable tool <input type="checkbox"/> driven <input type="checkbox"/> jetted <input type="checkbox"/> other (specify) _____		WELL LOG AVAILABLE? <input type="checkbox"/> yes (attach) <input checked="" type="checkbox"/> no	
DEPTH OF WELL <i>Unknown</i> m or _____ ft.		DIAMETER OF WELL _____ m or <i>6</i> in.		SCREEN LENGTH <i>N/A</i> m or _____ ft.	
DEPTH TO TOP OF SCREEN <i>N/A</i> m or _____ ft.		WELL CAPACITY <i>See note below</i> <i>524</i> L/s or _____ m ³ /day		LOCATION OF WATER-BEARING FRACTION(S) (for bedrock wells): <i>Unknown</i>	
WELLHEAD ENCLOSURE <i>Well is pitiless with an adjacent manhole and power panel above ground</i>		YIELD OF WATER-BEARING FRACTION(S) <i>Unknown</i> L/s or _____ m ³		SURFACE SANITARY SEAL grouted to _____ m or _____ ft. <input checked="" type="checkbox"/> no surface seal <input type="checkbox"/> pitiless adapter	
AVERAGE PUMPING RATE <i>Unknown</i> lpgd or _____ m ³ /day		HOW WAS PUMPING RATE DETERMINED? <i>Approximation do to incomplete data collection</i>		DEPTH OF INTAKE SETTING <i>Unknown</i>	
ANNUAL VOLUME OF WATER PUMPED _____ igpy or _____ m ³ /yr		PUMP AGE <i>?</i>		HOW WAS VOLUME PUMPED DETERMINED? <i>Approximation do to incomplete data collection</i>	
PUMPING CAPACITY <i>75</i> igpm or <i>491</i> m ³ /day		ANY CHANGES OR REPAIRS MADE TO THE PUMPING EQUIPMENT? (specify)			
TYPE OF STORAGE <input checked="" type="checkbox"/> tank(s) <input type="checkbox"/> reservoir <input type="checkbox"/> other (specify) <i>Water Tower</i>		STORAGE CAPACITY <i>300,000</i> ig or <i>1,364</i> m ³		COMMON INLET OR OUTLET? <input checked="" type="checkbox"/> yes <input type="checkbox"/> no	
ATTACHED INFORMATION <input checked="" type="checkbox"/> well log <input checked="" type="checkbox"/> drawings <input checked="" type="checkbox"/> reports <input checked="" type="checkbox"/> pump test data <input checked="" type="checkbox"/> water quality data		NOTE: If no well log is available, please attach any other records documenting well construction (i.e., "as built" drawings, engineering reports).			
NOTES WITH ATTACHED INFORMATION <i>Well Capacity is the amount of water that can be pumped as per the Province of PEI permit issued in 1994. This is the oldest well in the system.</i>					



WELL ASSESSMENT FORM

TO BE USED WITH THE WELL PROTECTION TOOLKIT

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WELL ASSESSMENT FORM

TO BE USED WITH THE WELL PROTECTION TOOLKIT

PART IV: ASSESSMENT OF WATER QUALITY (Refer to Step 1)	
1 HOW LONG HAS THE WATER SYSTEM BEEN IN EXISTENCE? <i>39 to 40 years</i>	2 HAS YOUR WELL EVER BEEN DEEPENED, CLEANED, NEW WELL CONSTRUCTED? <input type="checkbox"/> yes — <input type="checkbox"/> Why? _____ <input checked="" type="checkbox"/> no
3 IN THIS TIME, HAVE THERE BEEN ANY WATER QUALITY PROBLEMS? <input type="checkbox"/> yes <input type="checkbox"/> no <input checked="" type="checkbox"/> don't know	IF YES, WHEN AND WHAT WAS THE CAUSE OF THESE PREVIOUS PROBLEMS (i.e., drought, pump failure, plugging, increased usage, interference, contamination)?
IF CONTAMINATION: • WHAT WATER QUALITY CHANGES WERE APPARENT (i.e., taste, colour, turbidity, other)? • WHAT ACTION WAS TAKEN TO OVERCOME THIS PROBLEM? • WHAT WERE THE EFFECTS OF THIS ACTION?	
4 BACTERIAL CONTAMINATION	
ANY BACTERIAL DETECTION(S) IN THE PAST 3 YEARS BASED ON SOURCE-MONITORING RECORDS? <input type="checkbox"/> yes <input checked="" type="checkbox"/> no	HAVE THERE BEEN SAMPLING PROTOCOLS OR QA/QC ESTABLISHED? <input type="checkbox"/> yes <input type="checkbox"/> no <i>Unknown</i>
HAS SOURCE (IN PAST 3 YEARS) HAD A BACTERIOLOGICAL CONTAMINATION PROBLEM FOUND IN DISTRIBUTION SAMPLES THAT WAS ATTRIBUTED TO THE SOURCE? <input type="checkbox"/> yes <input checked="" type="checkbox"/> no	IF YES, WHAT ARE THEY?
WAS THE BACTERIOLOGICAL CONTAMINATION DUE TO THE SOURCE? <input type="checkbox"/> yes <input checked="" type="checkbox"/> no	
WAS THE BACTERIOLOGICAL CONTAMINATION DUE TO CROSS-CONNECTIONS? <input type="checkbox"/> yes <input checked="" type="checkbox"/> no	
IS THE WELL AVAILABLE FOR DIRECT SAMPLING? <input checked="" type="checkbox"/> yes <input type="checkbox"/> no	



SOURCE-SPECIFIC WATER QUALITY RECORDS (Refer to Step 1)

Please indicate the occurrence of any test results in the last 10 years that meet the following conditions:

PARAMETER	RECURRING PROBLEMS	TEST RESULTS	EXCEEDENCES OF CDWQG ¹
Bacteriological Total/Faecal Coliforms Background Heterotrophic plate counts Iron and Sulphate Reducers			
Disinfection by-products Bromodichloromethane Dibromochloromethane Chloroform			
Physical Parameters pH, colour, alkalinity, specific conductance, hardness, total dissolved solids, total organic carbon, turbidity			
Inorganic Parameters Nitrates, fluoride, sulfate, sulphide, ammonia, chloride, nitrite, nitrogen (organic)			
Metals* Calcium, iron, magnesium, manganese, sodium			

¹ Canadian Drinking Water Quality Guidelines

A metal scan is usually performed every 3 years at least, and includes aluminum, arsenic, barium, cadmium, chromium, copper, lead,

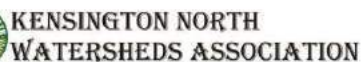
* molybdenum, nickel, phosphorus, silver and zinc.

Please sketch in the box below the location sampling point with respect to the well.

See maps attached



PART V: WATER TREATMENT INFORMATION (Refer to Step 1)					
IS THIS SOURCE TREATED?		IF YES, TYPE OF TREATMENT			
<input checked="" type="checkbox"/> yes <input type="checkbox"/> no		<input checked="" type="checkbox"/> disinfection <input type="checkbox"/> filtration <input type="checkbox"/> carbon filter <input type="checkbox"/> air stripper <input type="checkbox"/> water softener <input type="checkbox"/> other (specify) _____			
PURPOSE OF TREATMENT <i>Chlorination is required in public distribution systems.</i>					
IF SOURCE IS CHLORINATED: IS A CHLORINE RESIDUAL MAINTAINED? <i>yes</i>		Total Chlorine _____ ppm Free Chlorine _____ ppm		WHAT IS THE RESIDUAL LEVEL OF TREATMENT? <i>By guide lines should be .2 mg/l</i>	
IS THERE ANY WATER STORAGE IN THE SYSTEM?		IS THE WATER TREATMENT BEFORE OR AFTER THE STORAGE UNIT?			
<input checked="" type="checkbox"/> yes <input type="checkbox"/> no		<input checked="" type="checkbox"/> before <input type="checkbox"/> after			
WHAT IS THE TOTAL AND FREE CHLORINE IN THE DISTRIBUTION SYSTEM?		Total Chlorine _____ ppm Free Chlorine _____ ppm		IS THERE ANY ADDITIONAL CHLORINE ADDED AFTER THE SOURCE (rechlorination)?	
				Total Chlorine <i>No</i> ppm Free Chlorine _____ ppm	
WHAT TYPE OF CHEMICALS ARE USED IN THIS PROCESS? (specify)			WHERE ARE CHEMICALS STORED?		
			<i>In the Pump House</i>		
IS THERE PROPER STORAGE FOR THESE CHEMICALS?		IF STORED IN PUMP HOUSE, HOW ARE CHEMICALS ISOLATED FROM THE WELL?			
<input type="checkbox"/> yes <input type="checkbox"/> no <i>Unsure</i>		<input type="checkbox"/> yes <input type="checkbox"/> no <i>Chemicals are stored at the distribution building. This well is down stream from this building.</i>			
NOTES <i>There are four well in this system. All well are connected together in a distribution building where a metre is used to adjust the chorine which is injected into the distributed water. The Town custodian samples the distributed water at predetermined locations for residual chorine. At the same time water samples are taken in treated bottles and transferred the Provincial Lab to check for bacteria at these locations.</i>					
PART VI: MAPPING THE CAPTURE ZONE TO YOUR COMMUNITY WELL (Refer to Step 2)					
A map (1:5000 to 1:20,000 are typical scales) will be needed to complete this section. Multiple wells in the same area can be plotted on one map.					
CIRCULAR CAPTURE ZONE (refer to Appendix 2.1)			PARABOLIC CAPTURE ZONE (refer to Appendix 2.2)*		
*attach calculation sheets			RADIUS (m)		
Arbitrary Fixed Radius					
Calculated Fixed Radius	(250 day travel time)*		<i>See Maps</i>		
	(5-year travel time)*				
	(25-year travel time)*				
Downgradient distance			Width of capture zone		
<i>16</i> m			<i>~150</i> m		
Is there a river, lake, pond, stream or other obvious surface water body within the 6-month time of travel boundary?			<input type="checkbox"/> yes (identify on map) <input checked="" type="checkbox"/> no		
Is there a stormwater and/or wastewater facility, treatment lagoon or holding pond located within the 6-month time of travel boundary?			<input checked="" type="checkbox"/> yes (identify on map) <input type="checkbox"/> no		
NOTES					



WELL ASSESSMENT FORM

TO BE USED WITH THE WELL PROTECTION TOOLKIT

PART VII: SOURCE SURVEY (Refer to Step 3)

4	REGIONAL SOURCES OF RISK TO GROUND WATER
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Please indicate if any of the following potential sources of contamination within the capture zone.

** Mark and identify on map any of the potential sources listed above which are located within the capture zone boundary.

SEPTIC FIELD SETBACK	GRADIENT TO SEPTIC FIELD	DENSITY OF ON-SITE SEWAGE DISPOSAL SYSTEMS	
<u> </u> m or <u> </u> ft.	<input type="checkbox"/> upgrade <input type="checkbox"/> downgrade <input type="checkbox"/> same grade <u> </u> % <u> </u> %	COMMUNITY SYSTEM	SYSTEM PER LOT
		<u> </u>	<u> </u>



IMPORTANT! Please complete one form for each ground water source used in your water system. Fill in available information. If missing information, it may be advisable to contact the Department of Environment, Office, or the local driller who drilled the well, to assist. Photocopy this form as necessary.

PART I: WELL SYSTEM INFORMATION (Refer to Step 1)			
WATER SYSTEM LEGAL NAME <i>Town of Kensington</i>		LEGAL DESCRIPTION OF WELL LOCATION <i>Town Well No 3 Trees</i>	
WATER SYSTEM LEGAL ADDRESS <i>Town of Kensington PO Box 418 Kensington PE C0B1M0</i>			
LATITUDE / LONGITUDE <i>N46.442924°E-63.631107°</i>	HOW WERE LOCATION COORDINATES DETERMINED? <input type="checkbox"/> GPS (specify accuracy) <input type="checkbox"/> survey <input checked="" type="checkbox"/> digitized from <i>1200</i> map (specify scale)		
UTM COORDINATES <i>Zone 20</i> <i>E451523 N5143454</i>	HOW MANY OTHER WELLS MAKE UP THE WATER SYSTEM? <i>3</i>	DOES THE WATER SYSTEM ALSO USE A SURFACE WATER SOURCE? (describe) <i>No</i>	
NUMBER OF CONNECTIONS Maximum _____ Actual <i>650</i>	POPULATION SERVED <i>1600</i>	WATER USE <input checked="" type="checkbox"/> industrial <input checked="" type="checkbox"/> commercial <input type="checkbox"/> irrigation <input checked="" type="checkbox"/> domestic other (specify) _____	
Well Identification Plate No. (If available) <i>Nil</i>	CHEMISTRY NO.	WELL TAG NO. (If available)	
Contact Department of Environment office for the following information: Well Identification No. = DOE's metal tag affixed to the well for on-site identification. Chemistry No. = DOE's site number for the water chemistry on their database. WELL TAG NO. = DOE's computer number for the well.			
Bulk supply <input checked="" type="checkbox"/> yes <input type="checkbox"/> no	Back-up supply <input type="checkbox"/> yes <input checked="" type="checkbox"/> no	Emergency supply <input type="checkbox"/> yes <input checked="" type="checkbox"/> no	<i>See Note</i> Metered <input checked="" type="checkbox"/> yes <input type="checkbox"/> no
WELL OWNER / OPERATOR INFORMATION	WELL OPERATOR <i>Geoff Baker</i>		WELL OPERATOR'S PHONE NO. <i>(902)836-3781</i>
	WELL OPERATOR'S ADDRESS <i>Town of Kensington PO Box 418 Kensington PE C0B1M0</i>		
	WELL OPERATOR <i>Doug Killam</i>		WELL OPERATOR'S PHONE NO. <i>(902)439-5202</i>
	WELL OPERATOR'S ADDRESS <i>Town of Kensington PO Box 418 Kensington PE C0B1M0</i>		
NOTES <i>Commercial connections are metered and municipal residential unites</i>			



IMPORTANT! Please complete one form for each ground water source used in your water system. Fill in available information. If missing information, it may be advisable to contact the Department of Environment, Office, or the local driller who drilled the well, to assist. Photocopy this form as necessary.

PART II: WELL CONSTRUCTION INFORMATION (Refer to Step 1)			
WELL-DRILLER'S NAME, COMPANY AND ADDRESS <i>D B & J Ltd Charlottetown PE (Company is no longer in business)</i>		POSTAL CODE	DATE WELL ORIGINALLY CONSTRUCTED <i>1978 04 19</i>
WELL-DRILLER'S TELEPHONE NO. ()		DATE OF LAST RECONSTRUCTION <i>1978 04 19</i>	
TYPE OF WELL <input checked="" type="checkbox"/> drilled <input type="checkbox"/> dug <input type="checkbox"/> other (specify) _____	METHOD OF DRILLING <input type="checkbox"/> rotary <input checked="" type="checkbox"/> cable tool <input type="checkbox"/> driven <input type="checkbox"/> jetted <input type="checkbox"/> other (specify) _____		WELL LOG AVAILABLE? <input checked="" type="checkbox"/> yes (attach) <input type="checkbox"/> no
DEPTH OF WELL _____ m or <i>450</i> ft.	DIAMETER OF WELL * _____ m or <i>8</i> in.	SCREEN LENGTH <i>N/A</i> m or _____ ft.	DEPTH TO TOP OF SCREEN <i>N/A</i> m or _____ ft.
WELL CAPACITY <i>See note below *</i> _____ L/s or <i>524</i> m ³ /day	LOCATION OF WATER-BEARING FRACTION(S) (for bedrock wells): <i>See well logs attached</i>	YIELD OF WATER-BEARING FRACTION(S) <i>See well logs attached</i> _____ L/s or _____ m ³	
WELLHEAD ENCLOSURE <i>Well is pitiless with an adjacent manhole and power panel above ground and fenced</i>		SURFACE SANITARY SEAL grouted to _____ m or _____ ft. <input type="checkbox"/> no surface seal <input checked="" type="checkbox"/> pitiless adapter	
AVERAGE PUMPING RATE * <i>86,400</i> igpd or <i>393</i> m ³ /day	HOW WAS PUMPING RATE DETERMINED? <i>Approximation do to incomplete data collection</i>	DEPTH OF INTAKE SETTING <i>Unknown</i>	PUMP AGE <i>?</i>
ANNUAL VOLUME OF WATER PUMPED * <i>3.16E+7</i> igpy or <i>143,461</i> m ³ /yr	HOW WAS VOLUME PUMPED DETERMINED? <i>Approximation do to incomplete data collection</i>		
PUMPING CAPACITY * <i>80</i> igpm or <i>524</i> m ³ /day	ANY CHANGES OR REPAIRS MADE TO THE PUMPING EQUIPMENT? (specify) <i>Recent leak manifold in pump building Aug 2018, due to corrosion</i>		
TYPE OF STORAGE <input checked="" type="checkbox"/> tank(s) <input type="checkbox"/> reservoir <input type="checkbox"/> other (specify) <i>Water Tower</i>	STORAGE CAPACITY <i>300,000</i> ig or <i>1,364</i> m ³	COMMON INLET OR OUTLET? <input checked="" type="checkbox"/> yes <input type="checkbox"/> no	
ATTACHED INFORMATION <input checked="" type="checkbox"/> well log <input checked="" type="checkbox"/> drawings <input checked="" type="checkbox"/> reports <input checked="" type="checkbox"/> pump test data <input checked="" type="checkbox"/> water quality data		NOTE: If no well log is available, please attach any other records documenting well construction (i.e., "as built" drawings, engineering reports).	
NOTES WITH ATTACHED INFORMATION <i>Well Capacity is the amount of water that can be pumped as per the Province of PEI permit issued in 2005.</i> <i>* All volumes are combined totals from four (4) wells.</i> <i>* 0 to 37 feet casing 10"</i> <i>37 to 250 feet open hole 8"</i> <i>250 to 450 open hole 6"</i>			



WELL ASSESSMENT FORM

TO BE USED WITH THE WELL PROTECTION TOOLKIT

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PART IV: ASSESSMENT OF WATER QUALITY (Refer to Step 1)	
<p>1 HOW LONG HAS THE WATER SYSTEM BEEN IN EXISTENCE? <i>39 to 40 years</i></p>	<p>2 HAS YOUR WELL EVER BEEN DEEPEMED, CLEANED, NEW WELL CONSTRUCTED? <input checked="" type="checkbox"/> yes — <input checked="" type="checkbox"/> Why? <i>Deepened for volume</i> <input type="checkbox"/> no</p>
<p>3 IN THIS TIME, HAVE THERE BEEN ANY WATER QUALITY PROBLEMS? <input checked="" type="checkbox"/> yes ^x <input type="checkbox"/> no <input type="checkbox"/> don't know</p>	<p>IF YES, WHEN AND WHAT WAS THE CAUSE OF THESE PREVIOUS PROBLEMS (i.e., drought, pump failure, plugging, increased usage, interference, contamination)?</p>
<p>IF CONTAMINATION: • WHAT WATER QUALITY CHANGES WERE APPARENT (i.e., taste, colour, turbidity, other)? • WHAT ACTION WAS TAKEN TO OVERCOME THIS PROBLEM? • WHAT WERE THE EFFECTS OF THIS ACTION?</p> <p><i>* There have been no reported problems with Wells #3 or #4, however there have been problems in one other well attached to this system. See pumping log book.</i></p>	
4 BACTERIAL CONTAMINATION	
<p>ANY BACTERIAL DETECTION(S) IN THE PAST 3 YEARS BASED ON SOURCE-MONITORING RECORDS? <input type="checkbox"/> yes <input checked="" type="checkbox"/> no</p>	<p>HAVE THERE BEEN SAMPLING PROTOCOLS OR QA/QC ESTABLISHED? <input type="checkbox"/> yes <input type="checkbox"/> no <i>Unknown</i></p>
<p>HAS SOURCE (IN PAST 3 YEARS) HAD A BACTERIOLOGICAL CONTAMINATION PROBLEM FOUND IN DISTRIBUTION SAMPLES THAT WAS ATTRIBUTED TO THE SOURCE? <input type="checkbox"/> yes <input checked="" type="checkbox"/> no</p>	<p>IF YES, WHAT ARE THEY?</p>
<p>WAS THE BACTERIOLOGICAL CONTAMINATION DUE TO THE SOURCE? <input type="checkbox"/> yes <input type="checkbox"/> no</p>	
<p>WAS THE BACTERIOLOGICAL CONTAMINATION DUE TO CROSS-CONNECTIONS? <input type="checkbox"/> yes <input type="checkbox"/> no</p>	
<p>IS THE WELL AVAILABLE FOR DIRECT SAMPLING? <input checked="" type="checkbox"/> yes <input type="checkbox"/> no</p>	



SOURCE-SPECIFIC WATER QUALITY RECORDS (Refer to Step 1)

Please indicate the occurrence of any test results in the last 10 years that meet the following conditions:

PARAMETER	RECURRING PROBLEMS	TEST RESULTS	EXCEEDENCES OF CDWQG ¹
Bacteriological Total/Faecal Coliforms Background Heterotrophic plate counts Iron and Sulphate Reducers			
Disinfection by-products Bromodichloromethane Dibromochloromethane Chloroform			
Physical Parameters pH, colour, alkalinity, specific conductance, hardness, total dissolved solids, total organic carbon, turbidity			
Inorganic Parameters Nitrates, fluoride, sulfate, sulphide, ammonia, chloride, nitrite, nitrogen (organic)			
Metals* Calcium, iron, magnesium, manganese, sodium			

¹ Canadian Drinking Water Quality Guidelines

A metal scan is usually performed every 3 years at least, and includes aluminum, arsenic, barium, cadmium, chromium, copper, lead,

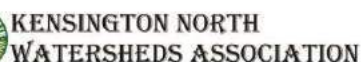
* molybdenum, nickel, phosphorus, silver and zinc.

Please sketch in the box below the location sampling point with respect to the well.

See maps attached



PART V: WATER TREATMENT INFORMATION (Refer to Step 1)					
IS THIS SOURCE TREATED?		IF YES, TYPE OF TREATMENT			
<input checked="" type="checkbox"/> yes <input type="checkbox"/> no		<input checked="" type="checkbox"/> disinfection <input type="checkbox"/> filtration <input type="checkbox"/> carbon filter <input type="checkbox"/> air stripper <input type="checkbox"/> water softener <input type="checkbox"/> other (specify) _____			
PURPOSE OF TREATMENT <i>Chlorination is required in public distribution systems.</i>					
IF SOURCE IS CHLORINATED: IS A CHLORINE RESIDUAL MAINTAINED? <i>yes</i>		Total Chlorine _____ ppm Free Chlorine _____ ppm		WHAT IS THE RESIDUAL LEVEL OF TREATMENT? <i>By guide lines should be .2 mg/l</i>	
IS THERE ANY WATER STORAGE IN THE SYSTEM? <input checked="" type="checkbox"/> yes <input type="checkbox"/> no		IS THE WATER TREATMENT BEFORE OR AFTER THE STORAGE UNIT? <input checked="" type="checkbox"/> before <input type="checkbox"/> after			
WHAT IS THE TOTAL AND FREE CHLORINE IN THE DISTRIBUTION SYSTEM?		Total Chlorine _____ ppm Free Chlorine _____ ppm		IS THERE ANY ADDITIONAL CHLORINE ADDED AFTER THE SOURCE (rechlorination)? <i>No</i> Total Chlorine _____ ppm Free Chlorine _____ ppm	
WHAT TYPE OF CHEMICALS ARE USED IN THIS PROCESS? (specify) <i>Only Chlorine</i>		WHERE ARE CHEMICALS STORED? <i>In the Pump House</i>			
IS THERE PROPER STORAGE FOR THESE CHEMICALS? <input type="checkbox"/> yes <input type="checkbox"/> no <i>Unsure</i>		IF STORED IN PUMP HOUSE, HOW ARE CHEMICALS ISOLATED FROM THE WELL? <i>Chemicals are stored at the distribution building (referred to as Pump House)</i>			
NOTES <i>There are four well in this system. All well are connected together in a distribution building where a metre is used to adjust the chorine which is injected into the distributed water. The Town custodian samples the distributed water at predetermined locations for residual chorine. At the same time water samples are taken in treated bottles and transferred the Provincial Lab to check for bacteria at these locations.</i>					
PART VI: MAPPING THE CAPTURE ZONE TO YOUR COMMUNITY WELL (Refer to Step 2)					
A map (1:5000 to 1:20,000 are typical scales) will be needed to complete this section. Multiple wells in the same area can be plotted on one map.					
CIRCULAR CAPTURE ZONE (refer to Appendix 2.1)			PARABOLIC CAPTURE ZONE (refer to Appendix 2.2)*		
*attach calculation sheets			RADIUS (m)		
Arbitrary Fixed Radius			Downgradient distance <i>10</i> m Width of capture zone <i>~150</i> m		
Calculated Fixed Radius	(250 day travel time)*		<i>See Maps</i>		
	(5-year travel time)*				
	(25-year travel time)*				
Is there a river, lake, pond, stream or other obvious surface water body within the 6-month time of travel boundary? <input type="checkbox"/> yes (identify on map) <input checked="" type="checkbox"/> no			Is there a stormwater and/or wastewater facility, treatment lagoon or holding pond located within the 6-month time of travel boundary? <input checked="" type="checkbox"/> yes (identify on map) <input type="checkbox"/> no		
NOTES					



WELL ASSESSMENT FORM

TO BE USED WITH THE WELL PROTECTION TOOLKIT

PART VII: SOURCE SURVEY (Refer to Step 3)

4	REGIONAL SOURCES OF RISK TO GROUND WATER
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Please indicate if any of the following potential sources of contamination within the capture zone.

** Mark and identify on map any of the potential sources listed above which are located within the capture zone boundary.

SEPTIC FIELD SETBACK	GRADIENT TO SEPTIC FIELD	DENSITY OF ON-SITE SEWAGE DISPOSAL SYSTEMS	
<u> </u> m or <u> </u> ft.	<input type="checkbox"/> upgrade <input type="checkbox"/> downgrade <input type="checkbox"/> same grade <u> </u> % <u> </u> %	COMMUNITY SYSTEM	SYSTEM PER LOT
		<u> </u>	<u> </u>



IMPORTANT! Please complete one form for each ground water source used in your water system. Fill in available information. If missing information, it may be advisable to contact the Department of Environment, Office, or the local driller who drilled the well, to assist. Photocopy this form as necessary.

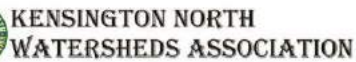
PART I: WELL SYSTEM INFORMATION (Refer to Step 1)			
WATER SYSTEM LEGAL NAME <i>Town of Kensington</i>		LEGAL DESCRIPTION OF WELL LOCATION <i>Town Well No 4 Road</i>	
WATER SYSTEM LEGAL ADDRESS <i>Town of Kensington PO Box 418 Kensington PE C0B1M0</i>			
LATITUDE / LONGITUDE <i>N46.443102°E-63.630170°</i>	HOW WERE LOCATION COORDINATES DETERMINED? <input type="checkbox"/> GPS (specify accuracy) <input type="checkbox"/> survey <input checked="" type="checkbox"/> digitized from <i>1200</i> map (specify scale)		
UTM COORDINATES <i>Zone 20</i> <i>E451595 N5143473</i>	HOW MANY OTHER WELLS MAKE UP THE WATER SYSTEM? <i>3</i>	DOES THE WATER SYSTEM ALSO USE A SURFACE WATER SOURCE? (describe) <i>No</i>	
NUMBER OF CONNECTIONS Maximum _____ Actual <i>650</i>	POPULATION SERVED <i>1600</i>	WATER USE <input checked="" type="checkbox"/> industrial <input checked="" type="checkbox"/> commercial <input type="checkbox"/> irrigation <input checked="" type="checkbox"/> domestic other (specify) _____	
Well Identification Plate No. (If available) <i>Nil</i>	CHEMISTRY NO. <i>Well 4</i>	WELL TAG NO. (If available)	
Contact Department of Environment office for the following information: Well Identification No. = DOE's metal tag affixed to the well for on-site identification. Chemistry No. = DOE's site number for the water chemistry on their database. WELL TAG NO. = DOE's computer number for the well.			
Bulk supply <input checked="" type="checkbox"/> yes <input type="checkbox"/> no	Back-up supply <input type="checkbox"/> yes <input checked="" type="checkbox"/> no	Emergency supply <input type="checkbox"/> yes <input checked="" type="checkbox"/> no	<i>See Note</i> Metered <input checked="" type="checkbox"/> yes <input type="checkbox"/> no
WELL OWNER / OPERATOR INFORMATION	WELL OPERATOR <i>Geoff Baker</i>		WELL OPERATOR'S PHONE NO. <i>(902)836-3781</i>
	WELL OPERATOR'S ADDRESS <i>Town of Kensington PO Box 418 Kensington PE C0B1M0</i>		
	WELL OPERATOR <i>Doug Killam</i>		WELL OPERATOR'S PHONE NO. <i>(902)439-5202</i>
	WELL OPERATOR'S ADDRESS <i>Town of Kensington PO Box 418 Kensington PE C0B1M0</i>		
NOTES <i>Commercial connections are metered and municipal residential unites</i>			



IMPORTANT! Please complete one form for each ground water source used in your water system. Fill in available information. If missing information, it may be advisable to contact the Department of Environment, Office, or the local driller who drilled the well, to assist. Photocopy this form as necessary.

PART II: WELL CONSTRUCTION INFORMATION (Refer to Step 1)			
WELL-DRILLER'S NAME, COMPANY AND ADDRESS <i>D B & J Ltd Charlottetown PE (Company is no longer in business)</i>		POSTAL CODE	DATE WELL ORIGINALLY CONSTRUCTED <i>1978 04 19</i>
WELL-DRILLER'S TELEPHONE NO. ()		DATE OF LAST RECONSTRUCTION <i>1978 04 19</i>	
TYPE OF WELL <input checked="" type="checkbox"/> drilled <input type="checkbox"/> dug <input type="checkbox"/> other (specify) _____	METHOD OF DRILLING <input type="checkbox"/> rotary <input checked="" type="checkbox"/> cable tool <input type="checkbox"/> driven <input type="checkbox"/> jetted <input type="checkbox"/> other (specify) _____		WELL LOG AVAILABLE? <input checked="" type="checkbox"/> yes (attach) <input type="checkbox"/> no
DEPTH OF WELL _____ m or <i>250</i> ft.	DIAMETER OF WELL * _____ m or <i>8</i> in.	SCREEN LENGTH <i>N/A</i> m or _____ ft.	DEPTH TO TOP OF SCREEN <i>N/A</i> m or _____ ft.
WELL CAPACITY <i>See note below *</i> _____ L/s or <i>524</i> m ³ /day	LOCATION OF WATER-BEARING FRACTION(S) (for bedrock wells): <i>See well logs attached</i>	YIELD OF WATER-BEARING FRACTION(S) <i>See well logs attached</i> _____ L/s or _____ m ³	
WELLHEAD ENCLOSURE <i>Well is pitiless with an adjacent manhole and power panel above ground and fenced</i>		SURFACE SANITARY SEAL grouted to _____ m or _____ ft. <input type="checkbox"/> no surface seal <input checked="" type="checkbox"/> pitiless adapter	
AVERAGE PUMPING RATE * <i>86,400</i> igpd or <i>393</i> m ³ /day	HOW WAS PUMPING RATE DETERMINED? <i>Approximation do to incomplete data collection</i>	DEPTH OF INTAKE SETTING <i>Unknown</i>	PUMP AGE <i>?</i>
ANNUAL VOLUME OF WATER PUMPED * <i>3.16E+7</i> igpy or <i>143,461</i> m ³ /yr	HOW WAS VOLUME PUMPED DETERMINED? <i>Approximation do to incomplete data collection</i>		
PUMPING CAPACITY * <i>80</i> igpm or <i>524</i> m ³ /day	ANY CHANGES OR REPAIRS MADE TO THE PUMPING EQUIPMENT? (specify) <i>Recent leak manifold in pump building Aug 2018. due to corrosion</i>		
TYPE OF STORAGE <input checked="" type="checkbox"/> tank(s) <input type="checkbox"/> reservoir <input type="checkbox"/> other (specify) <i>Water Tower</i>	STORAGE CAPACITY <i>300,000</i> ig or <i>1,364</i> m ³	COMMON INLET OR OUTLET? <input checked="" type="checkbox"/> yes <input type="checkbox"/> no	
ATTACHED INFORMATION <input checked="" type="checkbox"/> well log <input checked="" type="checkbox"/> drawings <input checked="" type="checkbox"/> reports <input checked="" type="checkbox"/> pump test data <input checked="" type="checkbox"/> water quality data		NOTE: If no well log is available, please attach any other records documenting well construction (i.e., "as built" drawings, engineering reports).	
NOTES WITH ATTACHED INFORMATION <i>Well Capacity is the amount of water that can be pumped as per the Province of PEI permit issued in 2005.</i> <i>* All volumes are combined totals from four (4) wells.</i> <i>* 0 to 40 feet casing 8"</i> <i>40 to 250 feet open hole 8"</i>			

PART III: HYDROGEOLOGIC INFORMATION (Refer to Steps 1 and 2)			
DEPTH TO PUMPING WATER LEVEL * <i>Unknown</i> m or _____ ft.	DEPTH TO NON-PUMPING WATER LEVEL * _____ m or <i>37.5</i> ft.	HOW WAS WATER LEVEL MEASURED? <input type="checkbox"/> well log <input type="checkbox"/> wetted tape <input checked="" type="checkbox"/> probe <input type="checkbox"/> transducer	
WELLHEAD ELEVATION (height above mean sea level) <i>38 m</i>	HOW WAS ELEVATION DETERMINED? <input type="checkbox"/> survey <input type="checkbox"/> altimeter <input checked="" type="checkbox"/> topographic <input type="checkbox"/> other (specify) _____		
TYPE OF CONFINING LAYER FROM WELL LOG (e.g., clay, till) <i>Typical Island lithology Sandstone and Shale</i>		LOCATION OF CONFINING LAYER AT DEPTH FROM WELL LOG <i>See attached logs</i> _____ m or _____ ft.	
THICKNESS OF CONFINING LAYER FROM WELL LOG <i>Lithology is documented in attached documents</i> _____ ft.	HOW Laterally Extensive is Confining Layer? <i>attached documents</i>	ANNUAL RAINFALL <i>1200</i> mm or <i>47.24</i> in.	
TYPE OF AQUIFER <i>as above</i> <input type="checkbox"/> unconsolidated, confined <input type="checkbox"/> unconsolidated, unconfined <input type="checkbox"/> bedrock		ARE THERE OTHER HIGH-CAPACITY WELLS, 30 L/s OR 500 GAL./MIN. (agricultural, municipal and/or industrial), LOCATED WITHIN A 300-m RADIUS OF THE COMMUNITY WELL? <input checked="" type="checkbox"/> yes How many? <i>One</i> <input type="checkbox"/> no	
AQUIFER TRANSMISSIVITY * <i>20.23</i> m ³ /d or <i>4450</i> l/gpd/ft.	HOW WAS TRANSMISSIVITY DETERMINED? <input checked="" type="checkbox"/> from pumping test <input type="checkbox"/> from specific capacity <input type="checkbox"/> other (specify) _____		
HYDRAULIC GRADIENT * <i>3.4 x 10⁻³</i>	HOW WAS HYDRAULIC GRADIENT DETERMINED? <input checked="" type="checkbox"/> from well water levels <input type="checkbox"/> from topography <input type="checkbox"/> other (specify) _____		
PLEASE IDENTIFY OR DESCRIBE ADDITIONAL HYDROLOGIC OR GEOGRAPHIC CONDITIONS THAT YOU BELIEVE MAY AFFECT THE SHAPE OF THE CAPTURE ZONE FOR THIS SOURCE. WHERE POSSIBLE, REFERENCE THEM TO LOCATIONS ON THE MAP PRODUCED IN PART IV.			
<p><i>* This well and well #3 are well documented in Callan Report on Kensington Water Supply 1978. Part of the Callan Report are included in this document.</i></p> <p><i>There are several maps and diagrams attached to this document outlining benefits and deficiency with the capture zone.</i></p>			



WELL ASSESSMENT FORM

TO BE USED WITH THE WELL PROTECTION TOOLKIT

PART IV: ASSESSMENT OF WATER QUALITY (Refer to Step 1)	
1	HOW LONG HAS THE WATER SYSTEM BEEN IN EXISTENCE? <i>39 to 40 years</i>
2	HAS YOUR WELL EVER BEEN DEEPENED, CLEANED, NEW WELL CONSTRUCTED? <input type="checkbox"/> yes — <input type="checkbox"/> Why? _____ <input checked="" type="checkbox"/> no
3	<div> IN THIS TIME, HAVE THERE BEEN ANY WATER QUALITY PROBLEMS? <input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> don't know </div> <div> IF YES, WHEN AND WHAT WAS THE CAUSE OF THESE PREVIOUS PROBLEMS (i.e., drought, pump failure, plugging, increased usage, interference, contamination)? </div>
IF CONTAMINATION: • WHAT WATER QUALITY CHANGES WERE APPARENT (i.e., taste, colour, turbidity, other)? • WHAT ACTION WAS TAKEN TO OVERCOME THIS PROBLEM? • WHAT WERE THE EFFECTS OF THIS ACTION?	
<i>* There have been no reported problems with Wells #3 or #4, however there have been problems in one other well attached to this system. See pumping log book.</i>	
<div> 4 <div>BACTERIAL CONTAMINATION</div> </div>	
ANY BACTERIAL DETECTION(S) IN THE PAST 3 YEARS BASED ON SOURCE-MONITORING RECORDS?	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
HAS SOURCE (IN PAST 3 YEARS) HAD A BACTERIOLOGICAL CONTAMINATION PROBLEM FOUND IN DISTRIBUTION SAMPLES THAT WAS ATTRIBUTED TO THE SOURCE?	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
WAS THE BACTERIOLOGICAL CONTAMINATION DUE TO THE SOURCE?	<input type="checkbox"/> yes <input type="checkbox"/> no
WAS THE BACTERIOLOGICAL CONTAMINATION DUE TO CROSS-CONNECTIONS?	<input type="checkbox"/> yes <input type="checkbox"/> no
IS THE WELL AVAILABLE FOR DIRECT SAMPLING?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
HAVE THERE BEEN SAMPLING PROTOCOLS OR QA/QC ESTABLISHED? <i>Unknown</i>	
IF YES, WHAT ARE THEY?	



SOURCE-SPECIFIC WATER QUALITY RECORDS (Refer to Step 1)

Please indicate the occurrence of any test results in the last 10 years that meet the following conditions:

PARAMETER	RECURRING PROBLEMS	TEST RESULTS	EXCEEDENCES OF CDWQG ¹
Bacteriological Total/Faecal Coliforms Background Heterotrophic plate counts Iron and Sulphate Reducers			
Disinfection by-products Bromodichloromethane Dibromochloromethane Chloroform			
Physical Parameters pH, colour, alkalinity, specific conductance, hardness, total dissolved solids, total organic carbon, turbidity			
Inorganic Parameters Nitrates, fluoride, sulfate, sulphide, ammonia, chloride, nitrite, nitrogen (organic)			
Metals* Calcium, iron, magnesium, manganese, sodium	<i>Manganese</i>		<i>Blending from other well helps</i>

¹ Canadian Drinking Water Quality Guidelines

A metal scan is usually performed every 3 years at least, and includes aluminum, arsenic, barium, cadmium, chromium, copper, lead,

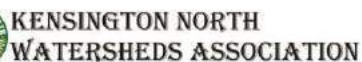
* molybdenum, nickel, phosphorus, silver and zinc.

Please sketch in the box below the location sampling point with respect to the well.

See maps attached



PART V: WATER TREATMENT INFORMATION (Refer to Step 1)					
IS THIS SOURCE TREATED?		IF YES, TYPE OF TREATMENT			
<input checked="" type="checkbox"/> yes <input type="checkbox"/> no		<input checked="" type="checkbox"/> disinfection <input type="checkbox"/> filtration <input type="checkbox"/> carbon filter <input type="checkbox"/> air stripper <input type="checkbox"/> water softener <input type="checkbox"/> other (specify) _____			
PURPOSE OF TREATMENT <i>Chlorination is required in public distribution systems.</i>					
IF SOURCE IS CHLORINATED: IS A CHLORINE RESIDUAL MAINTAINED? <i>yes</i>		Total Chlorine _____ ppm Free Chlorine _____ ppm		WHAT IS THE RESIDUAL LEVEL OF TREATMENT? <i>By guide lines should be .2 mg/l</i>	
IS THERE ANY WATER STORAGE IN THE SYSTEM?		IS THE WATER TREATMENT BEFORE OR AFTER THE STORAGE UNIT?			
<input checked="" type="checkbox"/> yes <input type="checkbox"/> no		<input checked="" type="checkbox"/> before <input type="checkbox"/> after			
WHAT IS THE TOTAL AND FREE CHLORINE IN THE DISTRIBUTION SYSTEM?		Total Chlorine _____ ppm Free Chlorine _____ ppm		IS THERE ANY ADDITIONAL CHLORINE ADDED AFTER THE SOURCE (rechlorination)?	
<i>Only Chlorine</i>		<i>No</i> ppm		Total Chlorine _____ ppm Free Chlorine _____ ppm	
WHAT TYPE OF CHEMICALS ARE USED IN THIS PROCESS? (specify)			WHERE ARE CHEMICALS STORED?		
<i>Only Chlorine</i>			<i>In the Pump House</i>		
IS THERE PROPER STORAGE FOR THESE CHEMICALS?		IF STORED IN PUMP HOUSE, HOW ARE CHEMICALS ISOLATED FROM THE WELL?			
<input type="checkbox"/> yes <input type="checkbox"/> no <i>Unsure</i>		<i>Chemicals are stored at the distribution building (referred to as Pump House)</i>			
NOTES <i>There are four well in this system. All well are connected together in a distribution building where a metre is used to adjust the chorine which is injected into the distributed water. The Town custodian samples the distributed water at predetermined locations for residual chorine. At the same time water samples are taken in treated bottles and transferred the Provincial Lab to check for bacteria at these locations.</i>					
PART VI: MAPPING THE CAPTURE ZONE TO YOUR COMMUNITY WELL (Refer to Step 2)					
A map (1:5000 to 1:20,000 are typical scales) will be needed to complete this section. Multiple wells in the same area can be plotted on one map.					
CIRCULAR CAPTURE ZONE (refer to Appendix 2.1)			PARABOLIC CAPTURE ZONE (refer to Appendix 2.2)*		
*attach calculation sheets			RADIUS (m)		
Arbitrary Fixed Radius			Downgradient distance <i>11</i> m		
Calculated Fixed Radius	(250 day travel time)*		Width of capture zone <i>~150</i> m		
	(5-year travel time)*		Is there a river, lake, pond, stream or other obvious surface water body within the 6-month time of travel boundary?		
	(25-year travel time)*		<input type="checkbox"/> yes (identify on map) <input checked="" type="checkbox"/> no		
<i>See Maps</i>			Is there a stormwater and/or wastewater facility, treatment lagoon or holding pond located within the 6-month time of travel boundary? <input checked="" type="checkbox"/> yes (identify on map) <input type="checkbox"/> no		
NOTES					



WELL ASSESSMENT FORM

TO BE USED WITH THE WELL PROTECTION TOOLKIT

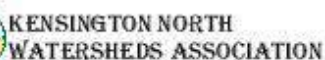
PART VII: SOURCE SURVEY (Refer to Step 3)

4	REGIONAL SOURCES OF RISK TO GROUND WATER
---	--

Please indicate if any of the following potential sources of contamination within the capture zone.

** Mark and identify on map any of the potential sources listed above which are located within the capture zone boundary.

SEPTIC FIELD SETBACK	GRADIENT TO SEPTIC FIELD	DENSITY OF ON-SITE SEWAGE DISPOSAL SYSTEMS	
<u> </u> m or <u> </u> ft.	<input type="checkbox"/> upgrade <input type="checkbox"/> downgrade <input type="checkbox"/> same grade <u> </u> % <u> </u> %	COMMUNITY SYSTEM	SYSTEM PER LOT
		<u> </u>	<u> </u>



WELL ASSESSMENT FORM

[illegible]

Town of Kensington - Request for Decision

Date: May 7, 2019	Request for Decision No: 2019-29
Topic: Development Permit Application – Fun Times Enterprises Ltd.	
<p>Proposal Summary/Background:</p> <p>A development permit application has been submitted by Fun Times Enterprises Ltd. (Fun Times Day Care) located at 28 Garden Drive. The application is to construct a 600 sq. ft. (20 ft x 30 ft) accessory structure in the front yard of the property. The structure is proposed to be of the same colour as the main building on the property and will contain at least two windows on the street facing side of the building.</p> <p>It is proposed that the accessory structure will be utilized for the storage of strollers, lawn mower, snow blower, extra equipment, freezer, vegetables, etc. The structure will have 8 ft ceilings and will be 13 ft to 14 ft in height to its peak once finished.</p>	
<p>Benefits:</p> <ul style="list-style-type: none"> • None Noted 	
<p>Disadvantages:</p> <ul style="list-style-type: none"> • None Noted 	
<p>Discussion/Comments:</p> <p>The construction and placement of accessory structures/buildings is governed by the Town's Development Control Bylaw. It defines an accessory structure/building as "a separate subordinate building, which is used, or intended for the better or more convenient enjoyment of the main building to which it is accessory, and located upon the parcel of land upon which such building is or is intended to be erected, and is compatible in design to the main buildings and surrounding structures."</p> <p>An accessory use is defined as "a use subordinate and naturally, customarily and normally incidental to and exclusively devoted to a main use of land or building and located on the same lot."</p> <p>Section 4.24 of the Development Control Bylaw provides the regulation of accessory structures as follows:</p> <p>1) Accessory uses, buildings and structures shall be permitted on any lot but shall not:</p> <ul style="list-style-type: none"> a) be used for human habitation except where a dwelling is a permitted accessory use; b) <i>be located within the front yard or flanking side yard of a lot; (emphasis added)</i> c) be built closer than three (3.0') feet (0.9 m.) to any lot line; d) except in an industrial zone, commercial zone or on a farm property exceed fifteen (15.0') feet (4 m.) in height above grade, unless a special permit has been issued by Council allowing a greater height in order to achieve architectural harmony with the main building or within the neighbourhood; e) except in an industrial zone, commercial zone or on a farm property exceed 50% of the total floor area of the main building on the lot; f) be built within seven (7) ft. of the main building on the lot; 	

g) exceed a maximum of two (2) buildings per property.

2) All accessory buildings shall be included in the calculation of maximum lot coverage as described in the Lot Requirements for the applicable zone. Satellite dishes, wind turbines or similar structures greater than 3 feet in diameter shall not be erected in any zone in the Town unless a special permit has been issued by Council.

3) Notwithstanding the above provisions, Council may issue a special development permit for an accessory structure located within the front yard or flanking side yard of a lot, where Council is satisfied the structure will be architecturally compatible with adjacent structures and no permanent injury would be caused to adjoining properties, subject to such conditions as Council may impose. (emphasis added)

As can be seen from reviewing the attached mapping, the proposed construction appears to fall outside the Provincial Government's required 50 metre buffer zone from a stream/wetland. In discussing this requirement with Department of Environment staff, they have advised that they will have to go to the site to confirm the measured distances prior to determining that the proposed construction does actually fall outside of the zone. I have been informed that the typical wait time to have a staff person come to the site to confirm the measurements is typically 6 to 8 weeks, however they have agreed to send someone out early next week (week of May 13th) to expedite the process for the property owner. It is suggested that approval by Town Council be subject to the condition that the Department of Environment confirm that the construction does fall outside the environmental buffer zone.

It is recommended by the CAO (and DV8 Consulting) that Town Council authorize staff to issue a special development permit to allow the construction of an accessory structure in the front yard of the Fun Times Day Care property (PID No. 902494-000) as proposed, subject to:

- the structure being of the same colour as the main building on the property.
- there being a minimum of two windows installed on the road side of the structure.
- confirmation that the proposed construction does not take place within the Provincial Government's environmental buffer zone (50 metres) as it relates to the adjacent stream/wetland.

Options:

1. Approve the special development permit as recommended.
2. Not approve the special development permit.

Costs/Required Resources:

N/A

Source of Funding

N/a

Recommendation:

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

BE IT RESOLVED THAT Town Council authorize the Chief Administrative Officer to issue a special development permit to allow the construction of a 20 ft by 30 ft accessory structure in the front yard of the Fun Times Day Care property (PID No. 902494-000) subject to the following conditions:

- *The accessory structure shall be the same colour as the main building on the property.*
- *There shall be at least two windows installed on the street facing side of the structure.*
- *Confirmation that the proposed construction does not take place within the Provincial Government's environmental buffer zone (50 metres) as it relates to the adjacent stream/wetland.*



Mailing Address:
55 Victoria Street E
PO Box 418
Kensington, PE
C0B 1M0
Tel: 902-836-3781
Fax: 902-836-3741
Email: townmanager@townofkensington.com
Website: www.kensington.ca

For Office Use Only	
Permit #:	
Date Received:	April 30/19
Date Approved:	
PEI Planning:	
Permit Fee: \$	150.00 <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 28 Garden Drive Property Tax Number (PID): 902494-000
Lot No.: _____ Subdivision Name: _____ Current Zoning: PSI JB
Are there any existing structures on the property?: ☐ No ☒ Yes, please describe:

Land Purchased from Town of Kensington Year Purchased _____

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

2. Contact Information

Name: Shelley Moase Address: 414 MacIntyre Road
APPLICANT Phone: 902 836 4717 Cell: _____ RR# 4 Kensington
Email: funtimes.moase@gmail.com Postal Code: C0B 1M0

Same as Above: ☐ Name: Bob Cousins Address: 638 Route 103
Co - OWNER Phone: _____ Cell: 902 432 4826 RR# 1 Kensington
Email: racousins@hotmail.com Postal Code: C0B 1M0

Name: Building Blocs Home Improvements Inc. Address: 12 Park Road
CONTRACTOR, ARCHITECT OR ENGINEER Phone: 902 Cell: 902 439 1124 P.O. Box 869 Kensington
Email: buildingblobs.pei@gmail.com Postal Code: C0B 1M0

3. Infrastructure Components

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

Entrance Way Permit (Department of Transportation and Infrastructure Renewal) ☐ Attached

4. Development Description

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

<input type="checkbox"/> Single Family (R1)	<input checked="" type="checkbox"/> Commercial (C1)	<input checked="" type="checkbox"/> Public Serv./Institution (PSI)	<input type="checkbox"/> Other
<input type="checkbox"/> Semi-Detached (R2)	<input type="checkbox"/> Industrial (M1)	<input type="checkbox"/> Accessory Building	
<input type="checkbox"/> Multi-Unit Res. (R3)	<input type="checkbox"/> Mini Home (RM1)	<input type="checkbox"/> Decks/Fence/Pools	

Type of Foundation	External Wall Finish	Roof Material	Chimney
<input type="checkbox"/> Poured Concrete	<input type="checkbox"/> Vinyl Siding	<input type="checkbox"/> Asphalt	<input type="checkbox"/> Brick
<input checked="" type="checkbox"/> Slab	<input type="checkbox"/> Wood Shingles	<input checked="" type="checkbox"/> Steel	<input type="checkbox"/> Prefab
<input type="checkbox"/> Pier	<input checked="" type="checkbox"/> Steel	<input type="checkbox"/> Other	<input type="checkbox"/> Other
<input type="checkbox"/> Other	<input type="checkbox"/> Other		

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
<u>1</u>	<u>/</u>	<u>/</u>	Width <u>20</u> Length <u>30</u>

Detailed Project Description: We propose to build a garage to store our strollers, lawn mower, snow blower, extra equipment, freezer, vegetables, etc. It is 20' by 30'.

Estimated Value of Construction (not including land cost): \$58,954.06

Projected Start Date: May 30, 2019 Projected Date of Completion: June 30, 2019

Please provide a diagram of proposed construction:

- a) Draw boundaries of your lot.
- b) Show existing and proposed buildings.
- c) Indicate the distance between buildings.
- d) Show location of driveway.
- e) Indicate distance to property lines.

Drawing attached on separate sheet.

- Building will be same colour as main building
- Minimum 2 windows on street side.

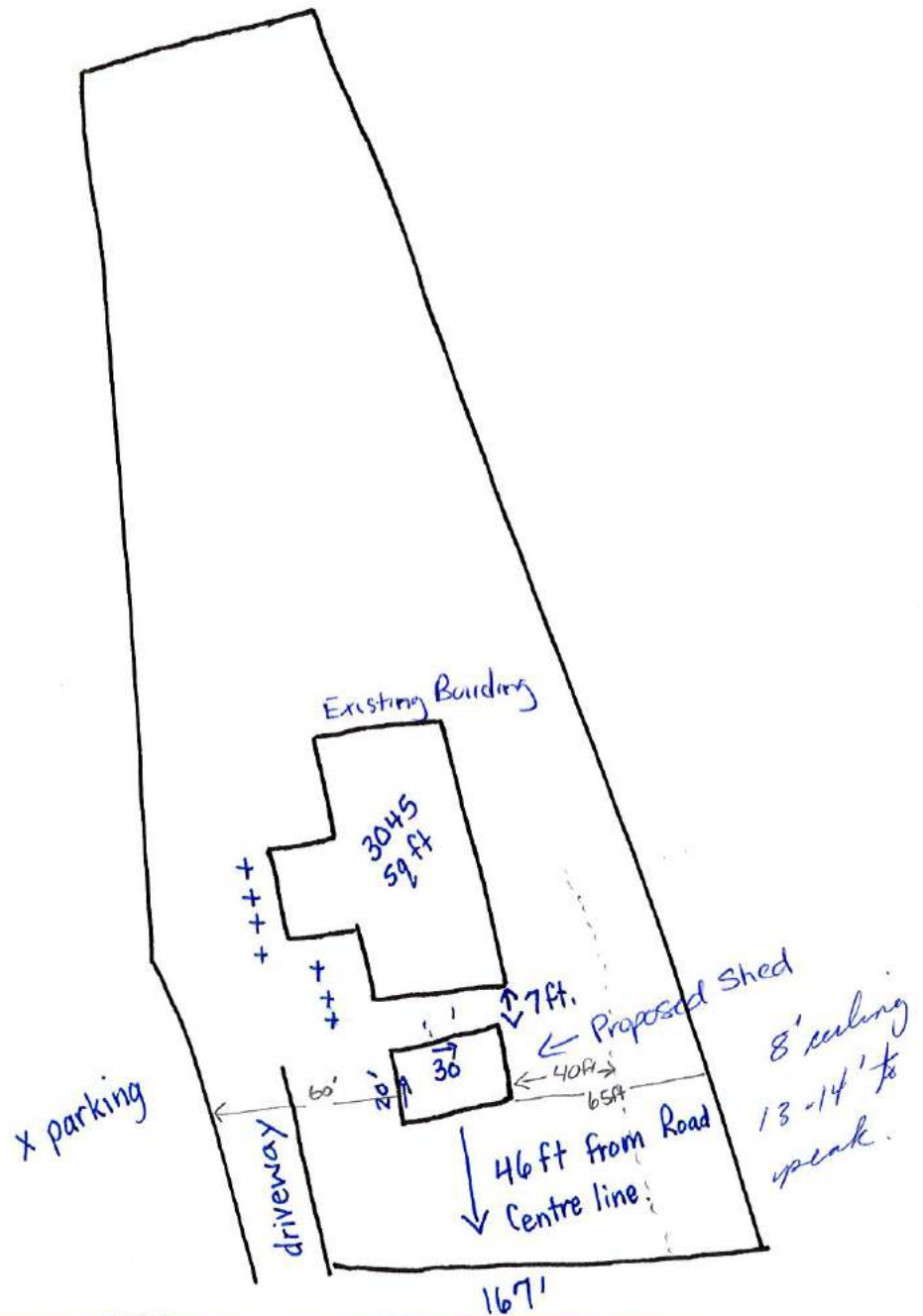
I DO SOLEMNLY DECLARE & CERTIFY:

1. That I am the Authorized Agent of the Owner/the Owner named in the Application for a permit hereto attached.
2. That the information contained herein, the attached plans, and other included documents are true and complete and the development will be constructed or carried out in accordance with the plans and specifications as submitted.
3. Providing that the Town of Kensington and/or its agents or employees are acting in good faith in the administration of the Town Bylaws, I waive all rights of actions against Town of Kensington and/or its agents or employees in respect of any damages which may be caused through the operation of any provision(s) of its Bylaw or the revoking of a permit for any cause or irregularity or nonconformity with the Bylaw or regulations adopted by the Town of Kensington.
4. I assume responsibility for damage to any Town property including: sidewalks, curbs, streets or other infrastructure and I irrevocably agree to bear the cost of remediation repair or replacement of any Town damaged by myself or by any contractors, agents or employees working on the property which is the subject of this application to the complete satisfaction of the Town of Kensington.
5. Where services are available, properties must be serviced by municipal water and sewer in accordance with the Town of Kensington Water and Pollution Control Corporations minimum standards. I am responsible for costs associated with the connection as outlined in the IRAC (Island Regulatory and Appeals Commission) Regulations. Any connection to water or sewer must be inspected by the Town of Kensington Public Works Department and 24 hrs notice must be given and inspections must be made between the hours of 8 am and 5 pm, Monday to Friday.
6. That I know of no reason why the permit should not be granted in pursuance of the Application, and I make this declaration conscientiously believing it to be true.
7. I agree to comply with all laws of Canada, Province of Prince Edward Island, and Bylaws of the Town of Kensington pertaining to the construction/and use of the development applied for herein.
8. I understand that all Development Permits are valid for 12 months and subject to a 21-day appeal period following approval as stated under the PEI Planning Act.

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

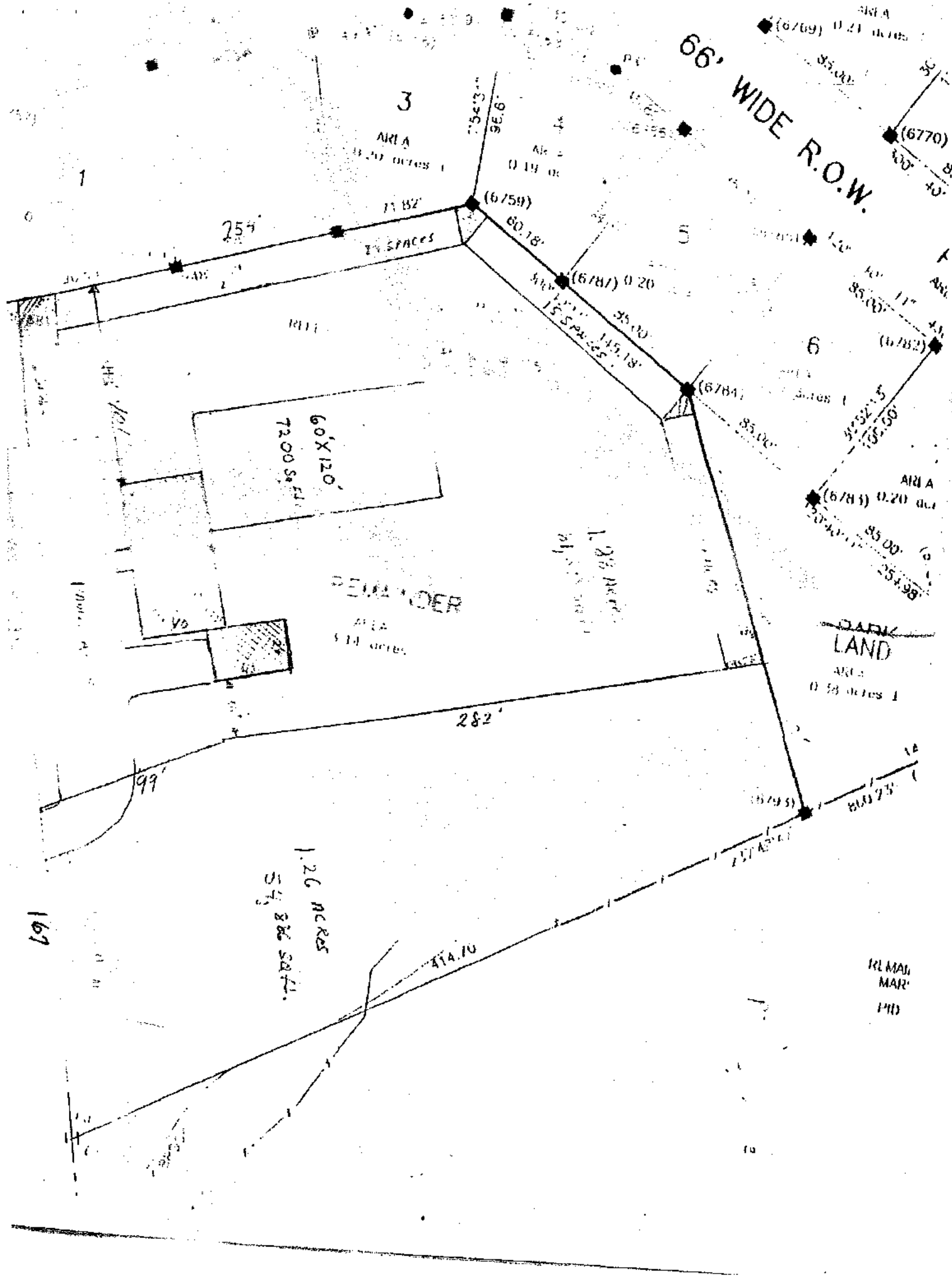
Signature of Applicant Shelley Moase Date: April 30, 2019

Diagram - FunTimes



Garden Drive

sm



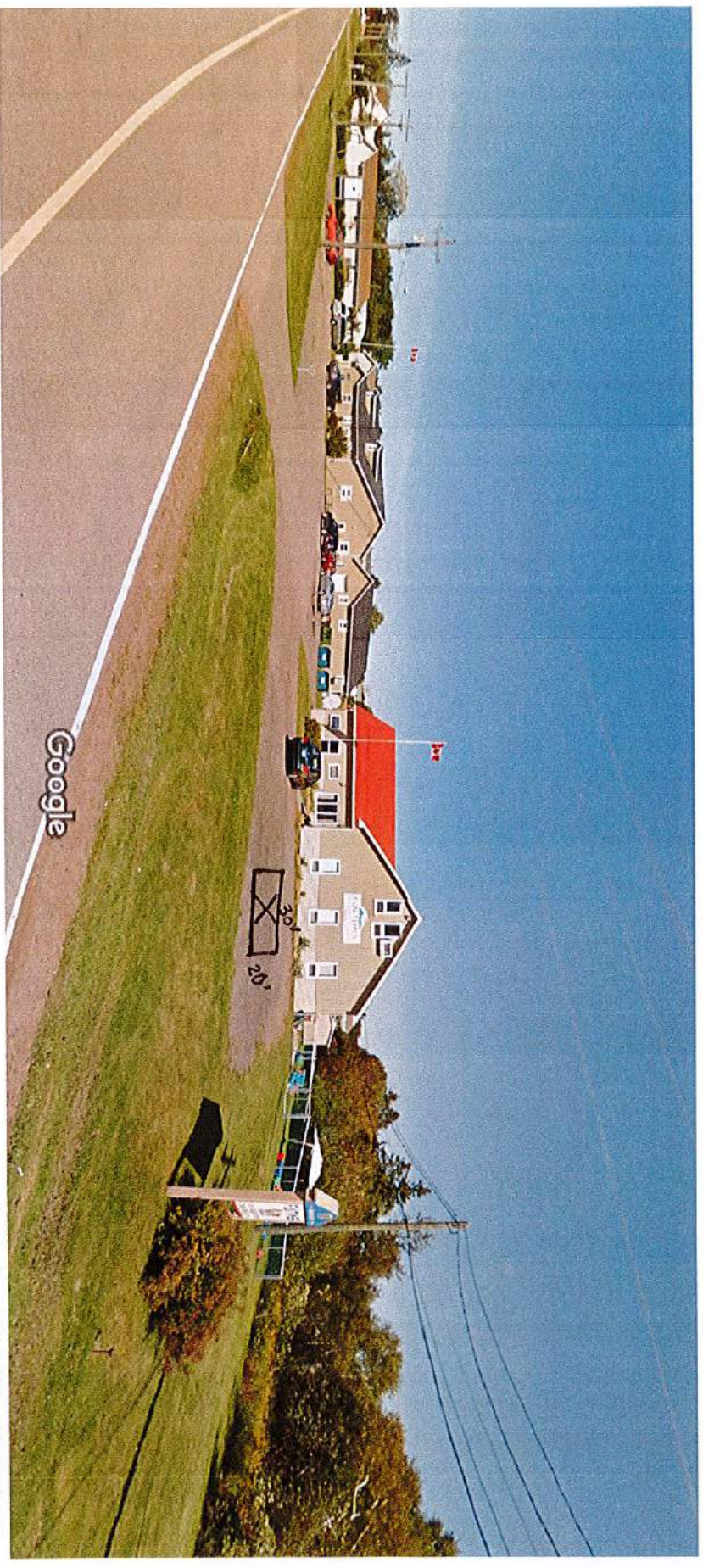


Image capture: Sep 2013 © 2019 Google

Kensington, Prince Edward Island

Google

Street View - Sep 2013

X new build



Town of Kensington - Request for Decision

Date: May 9, 2019	Request for Decision No: 2019-30
Topic: Development Permit Application – Jeff Thompson, PID No. 842716	
Proposal Summary/Background: <p>A development permit application has been submitted by Jeff Thompson; owner of a property located at 47 Victoria Street East (PID No. 842716). The application is to convert the “in-home” business portion of the building to a 350 square foot one-bedroom accessory apartment. The application also involves a request to vary the parking requirements associated with the re-development of the property including the relocation of the stairs on the south side of the building.</p> <p>The building on the property currently houses a 950 square foot two-bedroom home and 350 square feet of office space associated with an electrical business.</p> <p>A copy of the application and associated documentation is being circulated with this Request for Decision.</p>	
Benefits: <ul style="list-style-type: none">• None Noted	
Disadvantages: <ul style="list-style-type: none">• None Noted	
Discussion/Comments: <p>The subject property and structure have been traditionally used as a church. The property was purchased by Mr. Thompson in 2018 and subsequently re-developed as a single-family home with an “in-home” business office. Provision for parking (2 spaces) was provided on the west side of the property.</p> <p>The current application requests Council’s consideration of permitting the “in-home” business portion of the building to be converted to a one-bedroom accessory apartment. The primary constraint against the re-development of the property is the lack of adequate space to meet the parking requirements under the Town’s Development Control Bylaw. The Bylaw mandates a minimum parking requirement of 4 spaces for the proposed re-developed building; 2 spaces to accommodate the single-family home, and 2 spaces to accommodate the accessory apartment.</p> <p>Staff contacted the Province (Entrance Way Permitting Authority) to determine whether or not they had any issue with the current entrance way being used for access and egress for a second living unit on the property. They have indicated that they have no concerns and stipulated that there would be no provision for on-street parking associated with the property (email chain attached).</p> <p>As indicated previously, the Bylaw requirement for parking for a single-family home and an accessory apartment is 4 spaces. Currently, the applicant is proposing 3 spaces and requests Council’s consideration to vary the parking requirement. Section 18.1 of the Development Control Bylaw authorizes Town Council to vary in excess of 10% from the provisions of the Bylaw if Council deems such a variance desirable and appropriate and if such variance is in keeping with the general intent and</p>	

purpose of the Bylaw.

It is recommended by the CAO that Town Council approve the Development Permit for Jeff Thompson to permit the installation of the 350 square foot accessory apartment, including the relocation of the outside steps on the southern face of the building. It is further recommended that Council vary and reduce the parking requirement for the re-developed property from 4 spaces to 3.

Options:

1. Approve the development permit application and variance, as recommended.
2. Not approve the variance.
3. Not approve the development permit application.
4. Approve the development permit application with conditions.

Costs/Required Resources:

N/A

Source of Funding

N/A

Recommendation:

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

BE IT RESOLVED THAT Town Council authorize the Chief Administrative Officer to issue a development permit for Jeff Thompson at 47 Victoria Street East to allow the installation of a 350 square foot accessory apartment and to relocate the outside stairs at the southern end of the building to permit an additional parking space, with the condition that there be no provision for on-street parking associated with the property.

BE IT FURTHER RESOLVED that Town Council approve a variance application from Jeff Thompson, owner of a property located at 47 Victoria Street East to reduce the parking requirement for the property from four parking spaces to three parking spaces.



Mailing Address:
55 Victoria Street E
PO Box 418
Kensington, PE
C0B 1M0
Tel: 902-836-3781
Fax: 902-836-3741
Email: townmanager@townofkensington.com
Website: www.kensington.ca

For Office Use Only	
Permit #:	
Date Received:	April 11/19 (2019)
Date Approved:	
PEI Planning:	
Permit Fee: \$	#100 <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 47 Victoria St. East Property Tax Number (PID): 842716

Lot No.: _____ Subdivision Name _____ Current Zoning: _____

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

Building which was converted to a home with office.

Land Purchased from: Church of Nazarene Year Purchased: 2018

Location of Development	Property Size	
<input type="checkbox"/> North <input type="checkbox"/> East	Road Frontage: <u>43</u>	Acreage: <u>.08</u>
<input type="checkbox"/> South <input type="checkbox"/> West	Property Depth: <u>74</u>	Area sq. ft.: _____

2. Contact Information

APPLICANT Name: Jeff Thompson Address: Box 373
Phone: _____ Cell: 213-0333 Kensington PE
Email: _____ Postal Code: C0B 1M0

Same as Above: ☒

Name: _____ Address: _____

OWNER Phone: _____ Cell: _____

Email: _____ Postal Code: _____

CONTRACTOR, ARCHITECT OR ENGINEER Name: _____ Address: _____
Phone: _____ Cell: _____
Email: _____ Postal Code: _____

3. Infrastructure Components

Water Supply ☒ Municipal ☐ Private

Sewage System ☒ Municipal ☐ Private

4. Development Description

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

<input type="checkbox"/> Single Family (R1)	<input type="checkbox"/> Commercial (C1)	<input type="checkbox"/> Public Serv./Institution (PSI)	<input type="checkbox"/> Other
<input type="checkbox"/> Semi-Detached (R2)	<input type="checkbox"/> Industrial (M1)	<input type="checkbox"/> Accessory Building	
<input type="checkbox"/> Multi-Unit Res. (R3)	<input type="checkbox"/> Mini Home (RM1)	<input type="checkbox"/> Decks/Fence/Pools	

Type of Foundation	External Wall Finish	Roof Material	Chimney
<input checked="" type="checkbox"/> Poured Concrete	<input checked="" type="checkbox"/> Vinyl Siding	<input checked="" type="checkbox"/> Asphalt	<input type="checkbox"/> Brick
<input type="checkbox"/> Slab	<input type="checkbox"/> Wood Shingles	<input type="checkbox"/> Steel	<input type="checkbox"/> Prefab
<input type="checkbox"/> Pier	<input type="checkbox"/> Steel	<input type="checkbox"/> Other	<input checked="" type="checkbox"/> Other
<input type="checkbox"/> Other	<input type="checkbox"/> Other		

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
<u>1</u>			Width _____ Length _____

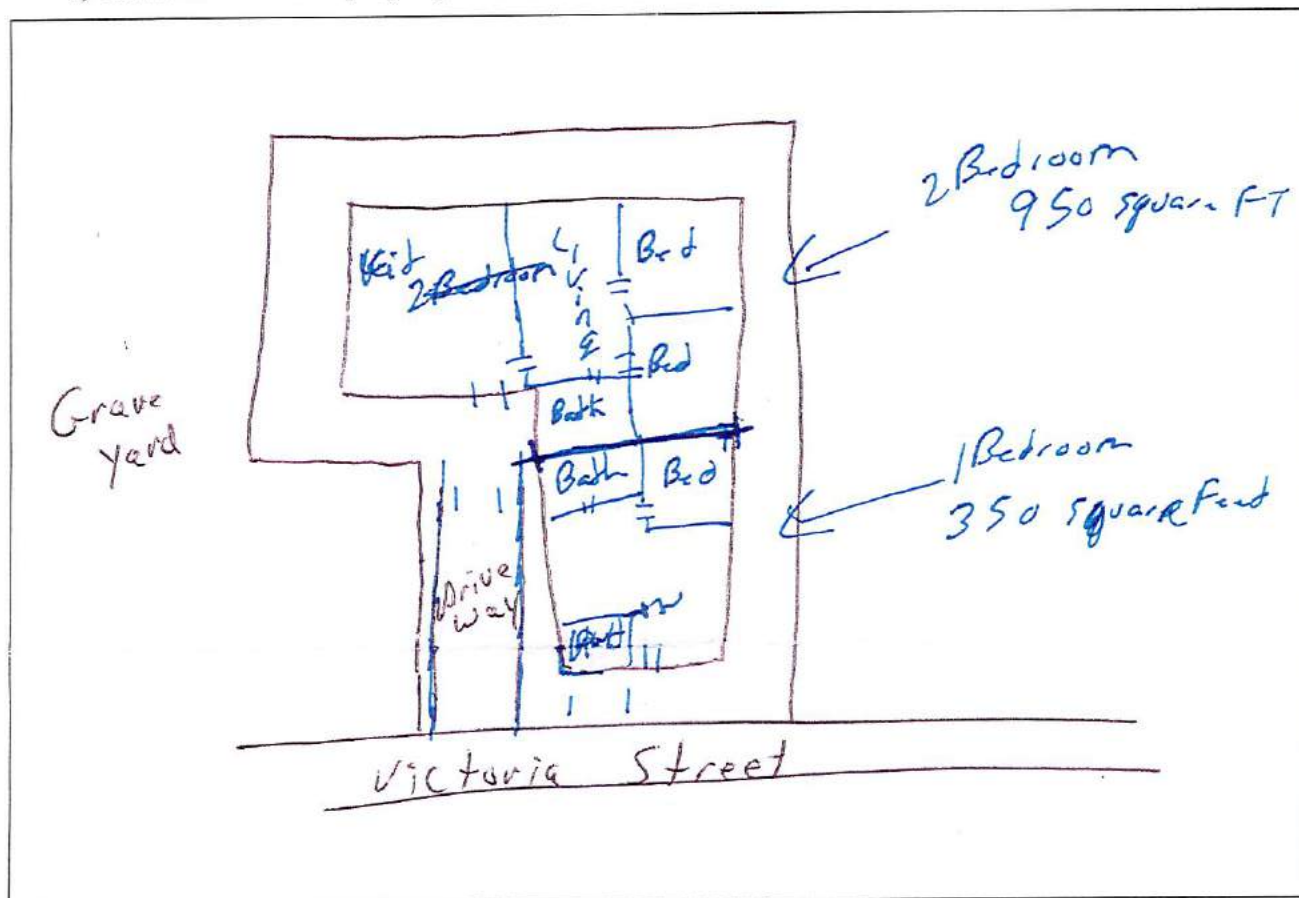
Detailed Project Description: Convert in home business office into a 350 sq. ft. residential apartment. 3 parking spaces.
Move stairs from front step to the side of existing platform.

Estimated Value of Construction (not including land cost): \$ 40,000

Projected Start Date: now Projected Date of Completion: April 25/19

Please provide a diagram of proposed construction:

- a) Draw boundaries of your lot.
- b) Show existing and proposed buildings.
- c) Indicate the distance between buildings.
- d) Show location of driveway.
- e) Indicate distance to property lines and center of road.



I DO SOLEMNLY DECLARE & CERTIFY:

1. That I am the Authorized Agent of the Owner/the Owner named in the Application for a permit hereto attached.
2. That the information contained herein, the attached plans, and other included documents are true and complete and the development will be constructed or carried out in accordance with the plans and specifications as submitted.
3. Providing that the Town of Kensington and/or its agents or employees are acting in good faith in the administration of the Town Bylaws, I waive all rights of actions against Town of Kensington and/or its agents or employees in respect of any damages which may be caused through the operation of any provision(s) of its Bylaw or the revoking of a permit for any cause or irregularity or nonconformity with the Bylaw or regulations adopted by the Town of Kensington.
4. I assume responsibility for damage to any Town property including: sidewalks, curbs, streets or other infrastructure and I irrevocably agree to bear the cost of remediation repair or replacement of any Town damaged by myself or by any contractors, agents or employees working on the property which is the subject of this application to the complete satisfaction of the Town of Kensington.
5. Where services are available, properties must be serviced by municipal water and sewer in accordance with the Town of Kensington Water and Pollution Control Corporations minimum standards. I am responsible for costs associated with the connection as outlined in the IRAC (Island Regulatory and Appeals Commission) Regulations. Any connection to water or sewer must be inspected by the Town of Kensington Public Works Department and 24 hrs notice must be given and inspections must be made between the hours of 8 am and 5 pm, Monday to Friday.
6. That I know of no reason why the permit should not be granted in pursuance of the Application, and I make this declaration conscientiously believing it to be true.
7. I agree to comply with all laws of Canada, Province of Prince Edward Island, and Bylaws of the Town of Kensington pertaining to the construction/and use of the development applied for herein.
8. I understand that all Development Permits are subject to a 21-day appeal period as stated under the PEI Planning Act.

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

Signature of Applicant

Date:

April 11/19



Transportation and
Infrastructure Renewal

9308

Date: Sept. 5/18

Received from Jeff Thompson the sum of ~~750~~⁸² 725 — /100
00

in consideration of an entranceway to be constructed to serve Property Number 842716 on the
Victoria Street Road in the community of Kensington

in accordance with the Roads Act, RSPEI 1988.

Authorized by

Brinda Ramsay

Cash ☒

Cheque No. _____

Contact Person

Jeff Thompson

Phone 902-2130333

12TR15-34624

White - Applicant

Yellow - TIR

Pink - TIR

Goldenrod - Book

PAID

JUL 31 2018

Amount
Receipt ##25.00
#091215RECEIVED
JUL 31 2018APPLICATION FOR AN ENTRANCE WAY / HIGHWAY ACCESS
Department of Transportation, Infrastructure and EnergyOffice Use Only:
\$25 Non-Refundable Fee Paid ()
Staff Initials: _____

Please check (✓) the area applied for:

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

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

General Information:

Applicants Name: JEFF Donald Thompson
 (First) (Middle) (Last)

Contact Person if different from Applicant: _____

Mailing Address: Box 373 Kensington P.E.I. Postal Code: C0B 1M0

Telephone: Residence: 11 Business: _____ Cell Phone: 902 213 0333

Location of the property:

Property Tax Number: 842716 Community: Kensington Civic Address: 47

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

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

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

Entrance way use: Please check (✓)

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

Other: _____

Proposed use: (please describe from list above) drive way for new home.

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

Please see the reverse side before signing.

Date: July 20/18

[Signature]
Applicants Signature

Applicants Signature

To be considered, this application must be accompanied by the following:

1. Arterial or Seasonal Highway:

- a. A completed application with a \$25.00 (non-refundable) application fee. If the application is approved this fee will be applied to the fee associated with the approval/installation of the access (driveway) within the Provincially owned Right-of-way. See below for Fees associated with all entrance way/access/driveway installations within provincially owned right-of-ways.
- b. In the case of an application for an expansion of a commercial operation, a scaled detailed floor and site plan illustrating the existing and proposed facility.
- c. Copies of the deed for the lot or parcel. Include Schedule "A".
- d. A record of re-zoning or change of use approval, if applicable.
- e. If approved for an Entrance Way, the owner(s) of the parcel will be required to sign an Entrance Way Permit (EWP) which indicates the location of the approved entrance way (access) and the approved use of the parcel of land being accessed. This EWP will be registered in the Registry of Deeds office against the parcel of land being accessed and a registered copy of the EWP will be provided to the owner.
- f. If the EWP is being issued for a parcel of land serviced by a "Seasonal Highway" the EWP will also state that the road is a Seasonal Highway, that the road will be maintained in a passable condition between May 1 and October 31 each year, that there will be no school bus service, the allowable use of the property, the driveway location relative to the property boundary, and any other conditions that may apply.

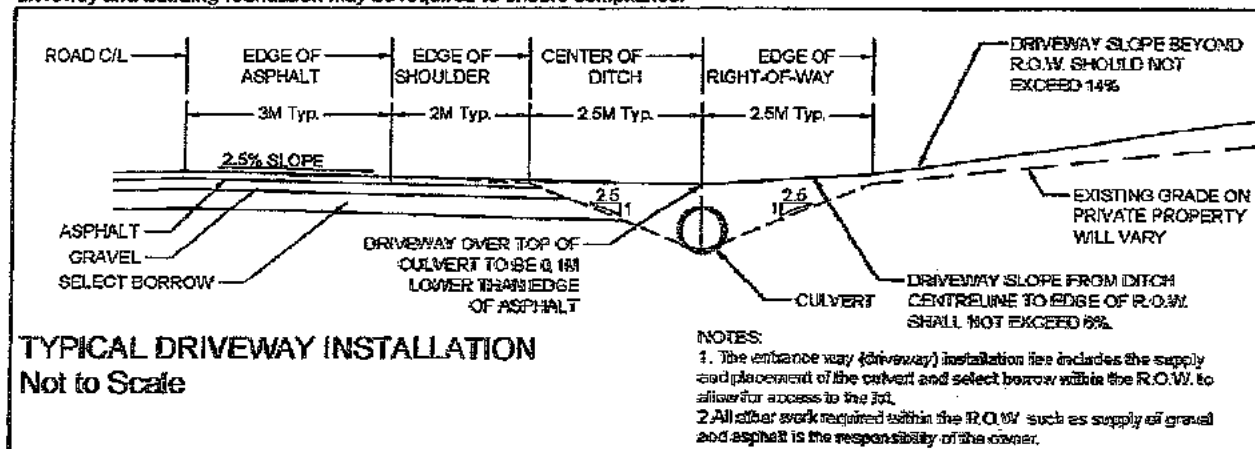
2. For all highways other than arterial and seasonal:

- a. A completed application form with a \$25.00 (non-refundable) application fee. Similar to above, if access is approved this fee will be applied to total fee associated with the approval/installation of the access. See below for further information of fees.
- b. A plan of survey, if applicable.
- c. A property map or Geo-Link map showing the entire property, location of existing and proposed buildings and the intended location of the Entrance Way.

3. Fees associated with all entrance way/access/driveway installations:

- a. The basic fee for the installation of an access within a provincially owned right-of-way (ROW) is \$1500.00 (taxes included) and would include the installation of a culvert (length and diameter determined by the province based on the approved use of the land) as well as select borrow (shale) as required within the ROW to access the parcel being served. This fee also applies even if it is determined that a culvert is not required but supply of select borrow is still required.
- b. The basic fee of \$1500.00 shall be reduced to \$500.00 (taxes included) if the access to the parcel being served is for agricultural use only.
- c. The basic fee of \$1500.00 shall be reduced to \$750.00 (taxes included) if the access does not require the installation of a culvert and/or select borrow but does involve the removal or cutting of concrete or asphalt curbing.
- d. The basic fee of \$1500.00 shall be reduced to \$100.00 (taxes included) if the access does not require the installation of a culvert and/or select borrow and nor does it require removal or cutting of concrete or asphalt curbing. In this case there is no work required or material supplied by the Province other than it may require a site visit by staff to ensure that sight distance requirements are met.
- e. The cost (taxes included) for culvert extensions is \$75.00 per metre for agricultural accesses and \$225.00 per metre for other uses. The maximum length to be approved as a culvert extension is 3 meters. Culvert extensions shall not be used for ditch in-filling purposes. If interested in ditch in-filling please contact Capital Projects Division of Transportation, Infrastructure and Energy at 902-368-5100 and ask to speak to the individual in charge of reviewing ditch in-fill requests.
- f. Cost associated to provide gravel or asphalt in all cases noted above are at the owners expense.
- g. These fees are subject to change as determined by legislation/regulation/policy of Government.

4. The driveway shall be constructed in accordance with the following sketch and a site plan complete with elevations at road, along driveway and building foundation may be required to ensure compliance:



This application will not be processed unless this page is initialed and dated by the applicant(s).

Initials: _____ Date: _____

Revised: March 2016

Geoff Baker

From: Geoff Baker <townmanager@townofkensington.com>
Sent: May 6, 2019 11:21 AM
To: 'Dawn Moase'
Subject: RE: 47 Victoria Street East - Town of Kensington

Thank you Dawn.

Geoff Baker, C.E.T.
Chief Administrative Officer
Town of Kensington, PE
Tel: (902) 836-3781
Cell: (902) 439-8849
Fax: (902) 836-3741
Web: www.kensington.ca

-----Original Message-----

From: Dawn Moase <HDMOASE@gov.pe.ca>
Sent: May 6, 2019 10:54 AM
To: Geoff Baker <townmanager@townofkensington.com>
Subject: RE: 47 Victoria Street East - Town of Kensington

Geoff ,

The Dept of Transportation , Infrastructure and Energy have no issues with the two living units as proposed .

There will be no on- street parking permitted along Rte 6 for these two living units .

If you require further information please contact me at 902-888-8273

Thank You

Dawn Moase

hdmoase@gov.pe.ca

>>> "Geoff Baker" <townmanager@townofkensington.com> 5/6/2019 10:44 AM

>>> >>>

Thanks Dawn. I believe the town's Development Control Bylaw would apply with respect to parking requirements. Our Bylaw would require the same level of parking (2 spaces per unit) however Town Council would have the ability to vary this requirement if they deem it reasonable.

My question revolved around the entrance way permit issued by the Province and whether or not it is sufficient to accommodate two living units as opposed to a single living unit (coupled with an at home electrical business office). If the issued entrance way permit is sufficient to accommodate what the property owner is proposing, then I can move forward with Council's consideration of the development permit to add the additional dwelling, and to vary the parking requirement.

Thanks, Please let me know if you require any further clarification.

Geoff Baker, C.E.T.
Chief Administrative Officer
Town of Kensington, PE
Tel: (902) 836-3781
Cell: (902) 439-8849
Fax: (902) 836-3741
Web: www.kensington.ca

-----Original Message-----

From: Dawn Moase <HDMOASE@gov.pe.ca>
Sent: May 3, 2019 11:14 AM
To: Geoff Baker <townmanager@townofkensington.com>
Subject: Re: 47 Victoria Street East - Town of Kensington

Geoff ,

Provincial regulations require two parking spaces per unit (four parking spaces are required) ... You can check with Municipal Planning Division and talk with there planner

Thank You

Dawn Moase

hdmoase@gov.pe.ca

>>> "Geoff Baker" <townmanager@townofkensington.com> 5/1/2019 11:41 AM

>>> >>>

Hi Dawn

Just wondering if you've had a chance to get out to Kensington to look at the property located at 47 Victoria Street East (former Nazarene Church property).

As you will recall from our discussion last week, the property owner applied last year to have the property converted from its use as a church to a single family residential dwelling with a home office (electrical business). I understand he is now interested in selling the property and as such, would like to convert the space dedicated to the home office to a one bedroom apartment (approx. 350 sq. ft.). I believe the Province, at the time, approved (and may have installed) an entrance-way to the property to support the proposed uses. My question is: now that the property would consist of additional living space, will the current entrance way suffice under Provincial regulation.

The parking availability on the property does not meet the requirements under the Town's Development Control Bylaw, and Council will have to consider a variance to reduce that requirement. The initial step for us would be to determine whether or not the access is sufficient, hence the need for your input. I have copied Kim Caseley (from the town hall) on this email in the instance that I am not available when you call or drop in. She is up to date with respect to the property and its proposed redevelopment.

Thanks Dawn, I look forward to hearing from you.

Geoff Baker, C.E.T.

Chief Administrative Officer

Town of Kensington, PE

Tel: (902) 836-3781

Cell: (902) 439-8849

Fax: (902) 836-3741

Web: www.kensington.ca <<http://www.kensington.ca>>

Statement of Confidentiality

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47 Victoria Street East



Town of Kensington - Request for Decision

Date: May 10, 2019	Request for Decision No: 2019-31
Topic: Cable Crossover Machine Replacement - Fitplex	
Proposal Summary/Background: <p>Included in the 2019/20 Capital Plan was the replacement of the Cable Crossover Machine (Commercial Multi Jungle System) at the Fitplex. A quote was requested from Spartan Fitness to replace the machine.</p> <p>According to Credit Union Centre Manager, Robert Wood, the current machine is over thirty years old and was bought used when the Fitplex was first established. It is a widely used piece of equipment and has reached the end of its useful life. To continue to attract and maintain Fitplex members it is essential that the town continue to replace and upgrade equipment as required.</p> <p>The proposed machine expands the crossover machine from its current 4-station configuration to a 14-station configuration. The quotation from Spartan Fitness states that “The Jungle System keeps users interested by offering the ability to work their entire body and the flexibility to define their own exercises.”</p>	
Benefits: <ul style="list-style-type: none">• Will provide new and updated equipment for users of the Fitplex.• May contribute to an increase in Fitplex membership.	
Disadvantages: <ul style="list-style-type: none">• None Noted	
Discussion/Comments: <p>It is proposed that Town Council proceed with the sole source procurement of the crossover machine from Spartan Fitness given that the equipment currently housed in the Fitplex is of the same commercial quality and brand and has been provided by Spartan Fitness. It is apparent that Spartan Fitness are the only supplier of the Hoist Brand on the Island.</p> <p>The Town’s Procurement Policy states that purchases may be made from a single source without quotations or tenders where the compatibility of a purchase with existing equipment and/or facilities is of paramount consideration and that purchase must be made from a single source. All equipment replaced at the Fitplex since at least 2014 has been replaced with the Hoist brand.</p>	
Options: <ul style="list-style-type: none">1. Approve the purchase of a new cable crossover machine, as recommended.2. Not approve the purchase3. Direct staff to solicit additional quotes.	

<p>Costs/Required Resources:</p> <p>Total Purchase Price = \$5,119.20 + applicable taxes.</p> <p>Annual depreciation in the Credit Union Centre will increase by approximately \$511.92.</p>	<p>Source of Funding</p> <p>Malpeque Bay Credit Union 50/50 Account</p>
<p>Recommendation:</p> <p>It is recommended that Town Council consider and adopt the following resolution:</p> <p><i>BE IT RESOLVED THAT Town Council approve the purchase of a Hoist Fitness CMD Cable Crossover Machine from Spartan Fitness at a cost of \$5,119.20 plus applicable taxes as per their quote dated January 22, 2019.</i></p>	

FROM
Chris Moore
Spartan Fitness
321 Cityview Blvd.
Vaughan ON L4H 3S7
www.spartanfitness.ca

PHONE
647-874-1426

FOR
Kensington Fitplex

TO
Robert Woods

QUOTE NUMBER
2910

DATE
January 22, 2019

VALID UNTIL
February 21, 2019 at 3:51pm

Bikes & Cable Machine (Option 2)

HFCMD6180

Hoist Fitness CMD Cable Crossover

The NEW HOIST Commercial Multi Jungle System can be configured to meet both the needs of your facility and the fitness requirements of your members. Expand the jungle from the standard (4) station pod to a (9) station or (14) station with the additions of the Crossover Pull-up Bar (CMJ-OPT-01). The Jungle System keeps users interested by offering the ability to work their entire body and the flexibility to define their own exercises.

Unique one-handed Hi-Lo Station adjuster

Integrated rock climbing holds bring an exciting exercise variation

Includes the following stations: (2) CMS-6175 Adjustable Hi-Lo Pulleys, (1) CMJ-OPT-01 Cross Over Pull Up Station



 [cmd-6180_cablecrossover](#)

6,399.00
20% discount
5,119.20

CABLE CROSSOVER

CMD-6180

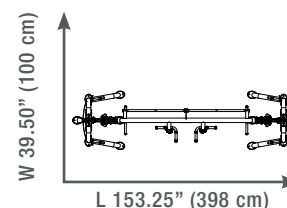


FEATURES

- Unique one-handed Hi-Lo Station adjuster
- Angled, neutral, rock climbing and extra wide straight gripping options allow for exciting exercise variation
- Stabilizing hand grips on both sides of pulley
- Includes: (2) Aluminum Curl Bars, (2) Padded Ankle Straps, (2) Single Aluminum D Handles, (2) CMS-6175 Adjustable Hi-Lo Pulleys (195 lbs. per weight stack), (1) CMJ-OPT-01 Cross Over Pull Up Station

SPECS

- Product Dimensions L x W x H 153.25" x 39.50" x 92.50"
(398 cm x 100 cm x 235 cm)
- Product Weight 839 lbs. (381 kg)



HOIST® offers one of the best warranty policies in the industry, reaffirming our commitment to quality and customer satisfaction. HOIST warranties this product to the original purchaser only. HOIST guarantees this product to be free from defects in workmanship and/or materials under normal use or service.

For complete Warranty Information, visit www.hoistfitness.com and click on the "Support" link.

Warranty policy applies to defects from the manufacturer only. HOIST reserves the right to change product specifications, design, and function at any time.

GSA GSA Contract # GS-07F-0322K
Gene Bruton 866.488.6853

Town of Kensington - Request for Decision

Date: May 10, 2019	Request for Decision No: 2019-32
Topic: Don Clark Ballfield Upgrades	
Proposal Summary/Background: Included in the 2019/20 Capital Plan was the upgrade of the Don Clark Ballfield. For clarity, the Don Clark Ballfield is the field with the lights located at the northern end of the Credit Union Centre property. Quotes were requested from three contractors to complete the required work with three quotes being received from Curran and Briggs Ltd., Island Coastal Services Ltd. and MacAusland Excavation Services.	
Benefits: <ul style="list-style-type: none">• Will provide an upgraded field for users.• Will extend the useful life of the ballfield.	
Disadvantages: <ul style="list-style-type: none">• None Noted	
Discussion/Comments: The work required to complete the ball field upgrade generally includes the re-grading of the field and the addition of rock dust as required. The three quotes received came in as follows: Curran and Briggs - \$5,800 plus HST Island Coastal Services Ltd - \$29,479.22 plus HST MacAusland Excavation - \$6,700.00 plus HST Given the significant difference in the quoted amounts, staff contacted Island Coastal Services to ensure that they understand the proposed scope of work and if not, to provide them with an opportunity to amend their bid accordingly. No response has been received. It is likely worth noting that Curran and Briggs upgraded the Lion's Field in 2014 under the same scope of work as what is proposed for the Don Clark field. The 2019/20 Capital Budget approved by Town Council for this project is \$6,000.00. It is recommended by the CAO that Town Council award the contract to upgrade the Don Clark ballfield to Curran and Briggs.	
Options: <ul style="list-style-type: none">1. Award the contract to Curran and Briggs, as recommended.2. Award the contract to one of the other bidders.	

3. Not award a contract.

Costs/Required Resources:	Source of Funding
\$5,800.00 plus HST	Malpeque Bay Credit Union 50/50 Fund

Recommendation:

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

BE IT RESOLVED THAT Town Council award a contract to Curran and Briggs to upgrade the Don Clark Ballfield as per their quote dated April 4, 2019 in the amount of \$5,800.00 plus HST.

PROPOSAL FORM



**Curran & Briggs
LIMITED**

BOX 1625, 40 ALLWEATHER HIGHWAY
SUMMERSIDE, PEI, C1N 2V5
TEL: (902) 436-2163 FAX: (902) 436-1528
WWW.CURRANANDBRIGGS.COM

PROUD MEMBER OF



SUBMITTED TO Credit Union Place Kensington	PHONE	DATE April 4, 2019
STREET	FAX	JOB LOCATION Kensington
CITY, PROVINCE, POASTAL CODE	ATTENTION Robert Wood	

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

Pricing for regrading and spreading 1/4 minus
Price includes 64 tonne of 1/4 minus gravel
Price includes leveling up any really low areas with fine sandstone.

Total 5800.00 +HST

SPECIAL NOTES / CONDITIONS

PAYMENT SHALL BE MADE AS FOLLOWS 30 DAYS FROM COMPLETION _____ SPECIAL _____

ALL WORK SHALL BE COMPLETED IN A WORKMANLIKE MANNER AND IN ACCORDANCE WITH STANDARD INDUSTRIAL PRACTICE. ANY ALTERATION OR DEVIATION FROM THE ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS OVER THE CONTAINED ESTIMATE SHALL BE EXECUTED BY CURRAN & BRIGGS LIMITED, BUT ONLY UPON THE WRITTEN AND SIGNED AUTHORIZATION OF THE CUSTOMER AND SHALL BECOME AN EXTRA CHARGE OVER AND ABOVE THE CONTAINED ESTIMATE. THE CUSTOMER SHALL MAINTAIN FIRE AND ALL OTHER INSURANCE COVERAGE ON THE PROJECT. CURRAN & BRIGGS LIMITED ACCEPTS NO LIABILITY FOR DELAYS IN PROJECT COMPLETION AS A RESULT OF STRIKES, ACCIDENTS OR DELAYS BEYOND OUR CONTROL. CURRAN & BRIGGS LIMITED'S WORKERS ARE FULLY COVERED BY WORKERS' COMPENSATION INSURANCE.

AUTHORIZED SIGNATURE :

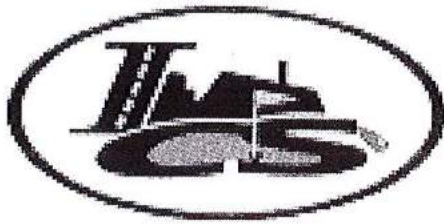
NOTE:
THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED WITHIN 30 DAYS OF THE DATE OF THIS PROPOSAL

ACCEPTANCE OF PROPOSAL:

THE AFFORMENTIONED PRICE, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

SIGNATURE:

DATE OF ACCEPTANCE:



Island Coastal Services LTD.
P.O. Box 151
155 Belvedere Ave.
Charlottetown, PEI C1A 7K4
Office: (902) 892-1062
Fax: (902) 368-3754
E-mail: adminoffice@islandcoastal.ca


To: Town Of Kensington	Contact: Robert Wood
Address: Kensington	Phone:
	Fax:
Project Name: Town Of Kensington Baseball Field Improvements 2019	Bid Number:
Project Location: Lowther Drive, Kensington	Bid Date: 4/16/2019

Item #	Item Description
1	Excavate And Remove 450mm Of Built Up Material Where Infield Meets Outfield
2	Build Up Infield With Rock Dust Average Depth 200mm Thick
3	Topsoil And Hydroseed All Disturbed Areas

Total Bid Price: \$29,479.22

Payment Terms:

- Quotes are valid for 30 days and might be subject to change after 30 days from date issued.
- Total price above does NOT include HST.

ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted. Buyer: _____ Signature: _____ Date of Acceptance: _____	CONFIRMED: Island Coastal Services, LTD. Authorized Signature:  Estimator: Jason MacDonald 902-892-1062 jasonm@islandcoastal.ca
---	--

From Tanner Macausland •
macauslandsexcavation@gmail.com

To cuc@townkensington.com

Date Apr 23, 2019, 12:19 PM

[See security details](#)

Kensington ball feild qoute

-Re -grade & compact infield with shale - sandstone,
for a compacted base

-Grade & compact 1/4 minus gravel for top coat of
infield "4 to 5"inch of gravel

- Fix up outfield area with topsoil and seed where
trucks will be hual in and out material

Total \$ 6700.00

MacAusland's Excavation Services
854 irishtown rd Kensington pei
C0b1m0

Town of Kensington - Request for Decision

Date: May 10, 2019	Request for Decision No: 2019-33 (Office Use Only)
Topic: Annual Donation to Queen Elizabeth Elementary School (QEES) and Kensington Intermediate High School (KISH)	
Proposal Summary/Background: The Town has traditionally donated towards the KISH Safe Grad Program and end of year prizes and QEES end of year prizes. In 2018, the Town donated \$600.00 to QEES and KISH as follows: KISH Safe Grad Program - \$300.00 KISH End of Year Prizes - \$150.00 QEES End of Year Prizes - \$150.00 It is recommended that Town Council consider a similar donation in 2019.	
Benefits: <ul style="list-style-type: none">• Will aid both schools in the community in recognizing student achievement and student improvement.	
Disadvantages: <ul style="list-style-type: none">• None noted.	
Discussion/Comments: It is recommended that Town Council approve a donation to KISH and QEES in the amount of \$600.00 (allocated as indicated above) to assist with the KISH safe grad program and end of year prizes for both schools.	
Options: <ol style="list-style-type: none">1. Approve the donation as proposed.2. Approve a donation of a different amount.3. Not approve a donation.	
Costs/Required Resources: \$600.00	Source of Funding: General Government – Donations and Grants

Recommendation:

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

BE IT RESOLVED THAT Town Council approve a \$150.00 donation to KISH End of Year Prizes, \$300.00 to the KISH Safe Grad Program, and \$150.00 to QEES End of Year Prizes for 2019.

Town of Kensington - Request for Decision

Date: May 10, 2019	Request for Decision No: 2019-34
Topic: Police Vehicle Replacement	
Proposal Summary/Background: <p>The Town has a current police vehicle compliment of two vehicles; a 2013 Ford Taurus (unmarked) and a 2016 Dodge Charger (marked). The 2016 Charger was bought new in 2016 and the 2013 Taurus was purchased used in 2018.</p> <p>Town staff were recently been made aware of the availability of a 2017 Ford Taurus which has low mileage and warranty remaining, to replace the 2013 Taurus. Information was presented to Committee of Council at their regular April meeting where a recommendation was made that Town Council consider moving forward with the vehicle replacement.</p>	
Benefits: <ul style="list-style-type: none">• Will provide the Police Department with a new, safer vehicle.	
Disadvantages: <ul style="list-style-type: none">• None Noted	
Discussion/Comments: <p>The 2013 Taurus was bought used in 2018 at a price of \$8,500. The Town was given a trade-in value of \$3000 on a previous vehicle resulting in a net cost of \$5,500 plus equipment transfer (total purchase price \$7,699.84). The 2013 Taurus has 87,000 kms on the engine and no remaining warranty. It is anticipated that the vehicle has some years of services left on it and does not require immediate replacement. The only known maintenance required on the vehicle at this time is a new set of tires. The current 5-year capital plan calls for police vehicle replacements in 2020/21 and 2023/24.</p> <p>As indicated, staff were made aware of a 2017 Ford Taurus with 6000 kms on the engine at an asking price of \$20,000. The dealership is willing to give the town a \$6,000 trade-in value on the 2013 Taurus leaving a residual cost to the Town of \$14,000 plus equipment transfer costs, estimated at \$1,745 (total \$15,745.00 plus HST).</p> <p>It is understood that the proposed 2017 Taurus was a police service vehicle in another maritime jurisdiction and had been in an accident. The vehicle was repaired and made available to other police departments at a reduced price. The vehicle still carries a 3-year/60,000 km warranty (approx. 1.5 years remaining) and a 5-year/100,000 km drive train warranty (approx. 3.5 years remaining). The vehicle is black in colour.</p> <p>The department was not actively seeking a vehicle replacement at this time, however they were presented with the offer and felt it was prudent to pass the information on to Town Council, as it could result in significant savings and delaying the replacement of the unmarked car as contemplated in the 5-year capital plan. A new Ford Taurus police cruiser would typically cost in the vicinity of \$35,000 to \$40,000.</p>	

Options:

1. Purchase the 2017 used police cruiser, as recommended.
2. Not purchase the used police cruiser, and keep the 2013 model in operation.

Costs/Required Resources:

Total Purchase Price = \$20,000 - \$6,000 (trade-in) = \$14,000 + \$1,745 (Equipment Transfer) = \$15,475 + applicable taxes (unbudgeted).

Based on the trade-in value offered of \$6,000 implies that the town will incur a loss on the disposal of the asset of \$159.84 on the 2019/20 financial statement.

Based on the purchase price of \$15,475, annual depreciation in the police department will increase from \$1,540 per year to \$3,095 per year (increase of \$1,555/year) as it relates to this vehicle.

Source of Funding

2109 Capital/Operational Account

Recommendation:

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

BE IT RESOLVED THAT Town Council proceed with the purchase of a used 2017 Ford Taurus Police Cruiser from Martin's River Auto at a total cost of \$14,000 plus applicable taxes as per their quote dated March 19, 2019 and that staff proceed with transferring the emergency equipment to the 2017 Cruiser at a cost of \$1,745.00 plus applicable taxes.

Martins River Auto

From: "Ward Thompson" <wthompson@bruceautogroup.com>
 Date: March-18-19 1:26 PM
 To: <martinsriverauto@ns.alliantzinc.ca>
 Subject: taurus

OASIS
 RESULT: 1FAHP2MK1HG138211 CAN: EN-US

18-MARCH-
 2019 / 12:24:33 EST/ EDCAS041B
 Local Time: 18-MARCH-2019 /
 1:24:35 PM

• VEHICLE INFORMATION

VEHICLE
 DESCRIPTION: 2017 Taurus
 BODY STYLE: Sedan Police

VERSION/SERIES: POLICE
 VERSION
 DRIVE TYPE: 4 WHL L/H
 FULL TIME DRIVE

Additional Information

PAINT COLOR: ABSOLUTE
 BLACK
 PAINT CODE: 01

ENGINE: 3.7L DOHC V6 Gas.

AXLE RATIO: 3.39 Ratio

GROSS VEHICLE
 WEIGHT: 5700 LB. GVW
 RADIO: AM/FM CD/Clock

ENGINE
 CALIBRATION: HPH1BP0A

AXLE CODE: 3A

TRANSMISSION: 6 Speed Auto
 Transmission 6F50

WHEEL SIZE: 8 X 18" Steel
 Wheel

FUEL TYPE: Flex Fuel

TIRE: 245/55R18 A/S BSW

SOLD TO FLEET: NO

RETAIL SALES TYPE: R

• OUTSTANDING FIELD SERVICE ACTIONS

NO CAMPAIGN MESSAGE(S) FOUND

• NO WARNING

MESSAGES FOUND FOR
 THIS VIN

• GENERAL WARRANTY INFORMATION

WARRANTY START

BUILD DATE: 01-AUGUST-
 DATE: 13-SEPTEMBER-2017 2017

RELEASE DATE: 17-
 AUGUST-2017

SALE MILEAGE: 00100

• WARRANTY COVERAGE

New Vehicle Base Warranty

NO WARRANTY COVERAGE MESSAGE(S) FOUND

Ward Thompson | Parts Manager | Bruce Ford
 T: 902 428 2117 | F: 902 428 2157 | wthompson@bruceautogroup.com
 401 Main St. | Windsor, NS B0S 1B0

Geoff Baker

From: 9028887120@msg.telus.com
Sent: March 19, 2019 3:46 PM
To: townmanager@townofkensington.com

Afternoon Lew discussed in full with Wayne about the 2017 Taurus and your trade. I also have a copy of the warranty document on the car . I will send you a picture. The deal is. 20 k on the 2017 Taurus minus 6 k for your trade. 15 k plus tax deal is done. 2017 has 6 thousand kilometres on it. Thanks Tim .

You've received a Message from a TELUS phone.

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Proudly presents the 8th Annual

Friday, August 23, 2019

Fox Meadow Golf & Country Club

GOLF

TOURNAMENT

Sponsorship Opportunities

Corporate sponsor - \$1,000 **(Available to 6 sponsors)**

- Team of four included in sponsorship
- Logo and hyperlink on the PEIHS website Golf Page
- Logo displayed on sign at designated hole
- Logo displayed on event signage and scorecard
- Verbal recognition and logo displayed on reception slideshow
- Recognition in the post event Guardian ad

Contest Hole sponsor - \$250 **(Available to 4 sponsors)**

- Logo displayed on signage at designated contest hole
- Recognition on event signage and scorecard
- Verbal recognition and logo displayed on reception slideshow
- Recognition on the PEIHS website Golf Page
- Recognition in the post event Guardian ad

Food & Beverage Sponsors **(Unlimited)**

- Opportunity to supply food or beverages to 100+ golfers
- Opportunity to display banner at designated hole
- Verbal recognition and logo displayed on reception slideshow
- Recognition in the post event Guardian ad

Hole sponsor - \$100 **(Unlimited - not exclusive)**

- Logo displayed on hole sponsorship sign
- Website recognition, event slideshow and scorecard
- Recognition in the post event Guardian ad

Each year the PEI Humane Society cares for 1600 companion animals. Your generous support in providing golf sponsorship or a team in this fun event helps us find homes for these great companions.



pei Humane Society **GOLF** TOURNAMENT

Presented by:

**IG WEALTH
MANAGEMENT**

This is your opportunity to help us make the Investors Group presentation of the **8th Annual PEI Humane Society Golf Tournament** the biggest yet. The **SOLD OUT** tournament will be held at the Fox Meadow Golf and Country Club on Friday, August 23, 2019 with a 1:00 p.m. shotgun start

Join other PEI Humane Society supporters knowing this event helps our society raise critical funds for our companion animals. **Sponsor a Hole** and **help support** the operations of the PEI Humane Society.

Hole Sponsorship includes:

(Unlimited & not exclusive)

- Logo displayed on hole sponsorship sign
- Website recognition, event slideshow and scorecard
- Recognition in the post event Guardian ad

\$100 for Hole Sponsorship – Sign provided

Company Name:	Contact:
Phone:	Fax:
Email:	

Please fill out this form and fax to Jennifer Harkness (902) 892-3617, scan and email to jharkness@peihumanesociety.com. You may also register by phone (902) 892-1190 (ext 24) or in person at 309 Sherwood Road, Charlottetown. ** We accept cash, cheques (payable to PEI Humane Society) or credit cards**

For credit card payment (please circle):

VISA

MasterCard

Amex

Credit Card Number: _____

Exp. Date: _____ Name as it appears on card: _____

Signature: _____ Phone: _____

PEI Humane Society, PO Box 20022, 309 Sherwood Rd, Charlottetown, PE C1A 9E3



Geoff Baker

From: Katherine MacLennan <katherinemacLennan@yahoo.ca>
Sent: April 29, 2019 11:29 AM
To: townmanager@townofkensington.com
Subject: Approval

I am seeking approval from the town of Kensington in which I reside at 2 imperial street, on renting my property for the months of July and August. I am interested in renting my property during these months on a monthly or weekly basis through airbnb.

In order for me to obtain my license and become a licensed tourism accommodation I need approval from my municipality.

Thank you for your time and I look forward to hearing from you.

Katherine MacLennan

Sent from my iPhone

Correspondence



2019 Easter Seals First Annual Auction



On May 25th, the 2019 Easter Seals Campaign Committee and Friends will be holding the first annual auction. The auction begins at 7:00 p.m. with Moe Monaghan, of Moe's Auctioneering Services.

The auction will be held at Charlottetown Rural High School.

Your support of this event would be greatly appreciated, with a donation to the auction.

It is because of people like yourself that for the past 60 plus years Easter Seals has had a critical role in helping to enhance the lives of people with disabilities. It is because of you that campers enjoy summer camp, children with disabilities have the joy of horseback riding, enjoy music therapy just name a couple of the joys made possible with Easter Seals.

If you have any questions, please feel to call me at 902-628-9641 or email me at edna@benefitsplusinc.ca.

On behalf of the 2019 Easter Seals Committee, I want to extend my sincere thanks to you.

Warmest regards,

Edna Reid

Edna Reid
2019 Easter Seals Campaign Chair

Bill Martin

Bill Martin
2019 Summerside Rotary Easter Seals Campaign Chair

*Gloria
Johns
902 439 7240*