



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

Monday, September 13, 2021 @ 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
September 13, 2021 – 7:00 PM**

- 1. Call to Order/Land Acknowledgement**
- 2. Adoption of Agenda (Additions/Deletions)**
- 3. Declaration of Conflict of Interest**
- 4. Delegations, Special Speakers and Public Input**
- 5. Adoption of Previous Meeting Minutes**
 - 5.1 August 9, 2021, Regular Meeting
 - 5.2 June 21, 2021, Special Meeting
- 6. Business Arising from Minutes**
 - 6.1 August 9, 2021, Regular Meeting
 - 6.2 June 21, 2021, Special 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 – Town
 - 7.6 Bills List Water and Sewer Utility
 - 7.7 Summary Income Statement
 - 7.8 Credit Union Centre Report
 - 7.9 Mayor’s Report

- 7.10 Federation of Prince Edward Island Municipalities Report – Councillor Mann
- 7.11 Heart of PEI Initiative Report – Deputy Mayor Pickering
- 7.12 Kensington and Area Chamber of Commerce Report – Councillor Gallant
- 7.13 PEI 55 Plus Games – Councillor Gallant

8. New Business

8.1 Request for Decisions

- 8.1.1 RFD2021-49 - Remove Broadway Street South-Barrett Street Sidewalk Installation and Replacement Project from Capital Investment Plan
- 8.1.2 RFD2021-50 - Public Works Maintenance Shop Upgrades
- 8.1.3 RFD2021-51 - Development Permit Application – 30 Pleasant Street (Former Roman Catholic Church Parish)
- 8.1.4 RFD2021-52 - Development Permit Application – 24 Park Road
- 8.1.5 RFD2021-53 – Consolidation and Subdivision of Lands of the Town of Kensington and E&W Brown Holdings Inc. – Kensington Business Park
- 8.1.6 RFD2021-54 – Victoria Street East Sidewalk Installation - Tender Award
- 8.1.7 RFD2021-55 - Town of Kensington – Business Park - Official Plan and Zoning Bylaw Amendments

8.2 Other Matters

9. Correspondence

10. Committee of the Whole (In-Camera) – Two items under Sections 119 (d) and (f) of the Municipal Government Act.

11. Adjournment

**Town of Kensington
Minutes of Regular Council Meeting
Monday, August 9, 2021
7:00 PM**

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

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

Regrets: Deputy Mayor Pickering

Visitors: Kyle Reid – Journal Pioneer

1. Calling of Meeting to Order

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

2. Approval of Tentative Agenda

2.1 *Moved by Councillor Gallant, seconded by Councillor Spencer to approve the tentative agenda for the August 2021 regular meeting of Town Council with the addition of item 8.1.2 – 88 Victoria Street W. Development Permit application. Unanimously carried.*

3. Declaration of Conflict of Interest

3.1 *Nil.*

4. Delegations / Presentations

4.1 *Nil.*

5. Approval of Minutes of Previous Meeting

5.1 *Moved by Councillor MacRae, seconded by Councillor Toombs to approve the minutes from the July 12, 2021 regular meeting of Town Council. Unanimously carried.*

6. Business Arising from Minutes

6.1 **July 12, 2021 Regular Meeting**

6.1.1 Nil.

7. Reports

7.1 Chief Administrative Officer Report

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

7.1.2 Councillor Gallant thanked Town staff and CAO, Baker for recent improvements to the Roy Paynter Park.

7.1.3 Councillor Spencer requested an update on the installation of the two overhead crosswalk signs. Mr. Baker will contact the Department of Transportation and report back to Town Council.

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Gallant, seconded by Councillor Spencer to approve the June 2021 Fire Statistical report as prepared by Fire Chief, Rodney Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

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

7.4 Development Permit Summary Report

7.4.1 *Moved by Councillor Gallant, seconded by Councillor Toombs to approve the August 2021 Development Permit Summary Report. Unanimously carried.*

7.5 Bills List

7.5.1 *Moved by Councillor Mann, seconded by Councillor MacRae to approve the June 2021 Bills in the amount of \$185,476.43. Unanimously carried.*

7.5.2 *Moved by Councillor Mann, seconded by Councillor Spencer to approve the June 2021 Water & Sewer Utility Bills in the amount of \$5,687.55. Unanimously carried.*

Chief Sutherland excused himself from the Council Chamber at 7:09 pm.

Kyle Reid – Journal Pioneer joined the Council Meeting at 7:09 pm.

7.6 Summary Income Statement

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

7.7 Credit Union Centre Report

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

7.7.2 Councillor Gallant noted he is pleased to see an increase in activities and usage of the Credit Union Centre during the summer months.

7.7.3 Councillor Gallant inquired when the ice will be ready at the Credit Union Centre. Mr. Baker confirmed that staff are waiting for a new ice plant condenser, staff anticipate the ice will be a few weeks delayed from previous years.

7.7.4 Councillor Toombs noted he is happy to see that the Alysha Toombs Memorial Park has been well used and looks great.

7.8 Mayor's Report

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

7.8.2 Council discussed and agreed to returning the Town flags to full-mast.

7.8.3 Councillor Gallant and Spencer requested that the Town invite all Federal Nominees to meet with Council.

7.9 Federation of PEI Municipalities (FPEIM) Report

7.9.1 FPEIM will hold their Semi-Annual meeting on November 6, 2021 at the Credit Union Place, Summerside.

7.10 Heart of the Island Initiative Report

7.10.1 *Nil.*

7.11 Kensington Area Chamber of Commerce (KACC) Report

7.11.1 KACC Annual Golf Tournament will be held on September 14, 2021.

7.12 PEI 55 Plus Games

7.12.1 *Nil.*

8. New Business

8.1 Request for Decisions

8.1.1 Xplornet Internet Pole - Site Proposal

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

BE IT RESOLVED THAT Town Council authorize Xplornet to proceed with the installation of a 15 meter Internet Pole on 1.5 meter by 1.5 meter parcel of property adjacent to the Town's School well property as indicated on Xplornet's Proposal as Option B;

BE IT FURTHER RESOLVED THAT Town Council authorize the Chief Administrative Officer and Mayor to execute a Ground Site Agreement with Xplornet to facilitate the lease of a 1.5 meter by 1.5 meter parcel of property for the installation of a 15 meter Internet Pole.

Unanimously carried.

8.1.2 Water Meter Upgrades

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

BE IT RESOLVED THAT Town Council award a contract to ScotiaTech for the Town of Kensington Water Meter Upgrades Project as per their quote dated August 6, 2020 in the amount of \$54,037.00 plus HST.

Unanimously carried.

8.1.3 Rescission of Motion to Demolish and Remove the Former James Mullally Blacksmith Shop

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

“BE IT RESOLVED THAT Town Council rescind the following resolution from the July 12, 2021, regularly held meeting directing staff to immediately move forward with the demolition and removal of the James Mullally Blacksmith Shop building, to allow staff additional time to analyze and provide alternative options for Town Council's future consideration:

WHEREAS a fire occurred at a town owned building, formerly the James Mullally Blacksmith Shop and the Go!Fish Eatery, located at 29 Commercial Street, on May 16, 2021;

AND WHEREAS Coles Associates were retained by PE Claims Services Inc. to provide engineering services to carry out an independent review and to offer an opinion on the current structural condition of the burnt structure;

AND WHEREAS Coles Associates were requested to provide a professional opinion regarding the integrity of the structural components and whether the burnt structure should be salvaged, restored or taken down completely;

AND WHEREAS it is the opinion of Coles Associates Ltd. that the building structural elements are severally damaged by the fire, should not be salvaged, and would require a full replacement;

BE IT RESOLVED THAT Town Council authorize the CAO to proceed with having the former James Mullally Blacksmith Shop, located at 29 Commercial Street, demolished and removed, through its insurance company and to make all efforts to salvage anything salvageable.”

Unanimously carried.

8.1.4 Administration and Mayor’s Computer Replacement

8.1.4.1 Moved by Councillor Spencer, seconded by Councillor Gallant

BE IT RESOLVED THAT Town Council authorize the CAO to award a contract to Combat Computers for the replacement of three administration office computers and the Mayor’s computer as per their quote dated August 3, 2021, at a cost not to exceed \$7,169.95 plus HST/ACES and installation.

Unanimously carried.

8.1.5 Fire Hall Floor Epoxy Installation

8.1.5.1 Moved by Councillor Toombs, seconded by Councillor Gallant

BE IT RESOLVED THAT Town Council authorize the CAO to award a contract to Hardy’s Flooring for the installation of epoxy on the Fire Hall bay floor as per their quote dated March 30, 2021, in the amount of \$21,000 plus HST.

Unanimously carried.

8.2 Other Matters

8.2.1 Harvest Festival Golf Tournament

8.2.1.1 Moved by Councillor Gallant, seconded by Councillor Toombs to approve a four-person team entry in the Kensington Harvest Festival Golf Tournament. Unanimously carried.

8.2.2 88 Victoria Street W. Development Permit Application

8.2.2.1 *Moved by Councillor Toombs, seconded by Councillor Mann to approve a development permit application for Om Ghimire at 88 Victoria Street W. to convert the existing building to a restaurant, upgrade the exhaust system and expand the existing deck. Unanimously carried.*

9. Correspondence

9.1 A Thank You card from Bessy Wood and Family.

9.2 A Thank You card from KARSI for the Towns financial donation.

9.3 A Thank You letter from Operation Smile Canada for the Towns financial donation.

9.4 Information on an advertising opportunity with MARC Group, in partnership with Mike's Independent Grocer. – *Received*

9.5 Letters from Jillian Paris, Lynn Anne Hogan, Chris & Courtney Campbell, Jennifer Simmons, Megan Beairsto, Corie Goode, Kristi Bernard and Jackie McIver requesting the Towns support in securing guaranteed after school childcare facilities within the community.

Town Council requested CAO, Geoff Baker inquire about the potential closure of the Fun Times School Club and provide detail to Town Council.

10. In-Camera

10.1 *Nil.*

11. Adjournment

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

Geoff Baker,
CAO

Rowan Caseley,
Mayor

**Town of Kensington
Minutes of Special Council Meeting
Monday, June 21, 2021
6:30 PM**

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

Staff Members Present: Chief Administrative Officer, Geoff Baker;

Regrets: Deputy Mayor Pickering

1. Calling of Meeting to Order

1.1 Mayor Caseley called the meeting to order at 6:30 PM and welcomed Council members. Mayor Caseley acknowledged that the land on which we gather is the traditional and unceded territory of the Mi'kmaq First Nation and that today, June 21, is National Indigenous People Day.

2. Adoption of Agenda

2.1 *Moved by Councillor Toombs, seconded by Councillor Spencer to approve the tentative agenda for the June 21, 2021 special meeting of Town Council. Unanimously carried.*

3. Declaration of Conflict of Interest

3.1 *Nil.*

4. New Business

4.1 RFD2021-40 – Subdivision of Lands of Select Motors of PEI and the Royal Canadian Legion

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

WHEREAS a subdivision/consolidation plan (Plan #17147-S01) and a request has been received from the owners of properties located at 88 Victoria Street W. (Portion of PID 76422), 86 Victoria Street W. (PID 76539), and 19 Stewart Street (Portion of PID 76422) for Town Council's consideration to facilitate the transfer of properties between the Royal Canadian Legion Branch No. 9 and Select Motors of PEI;

AND WHEREAS the proposed subdivision plan has been reviewed against the Town's Development Control Bylaw and is found to be in general compliance therewith;

BE IT RESOLVED THAT approval be granted to subdivide Parcel A from PID 76422, being lands owned by Select Motors of PEI (formally owned by Royal Canadian Legion Kensington Branch No. 9) as per Survey Plan No. 17147-S01, dated January 5, 2018, drawn by Locus Surveys Ltd.;

BE IT FURTHER RESOLVED THAT approval be granted to consolidate Parcel A to PID 76539, being lands owned by the Royal Canadian Legion Branch No. 9, as per Survey Plan No. 17147-S01, dated January 5, 2018, drawn by Locus Surveys Ltd.;

Unanimously carried.

5. Adjournment

Moved by Councillor MacRae, seconded by Councillor Spencer to adjourn the meeting at 6:34 PM. Unanimously carried.

Geoff Baker,
Chief Administrative Officer

Rowan Caseley,
Mayor

Town of Kensington		
CAO's Report for Town Council - September 2021		
Item #	Project/Task	Status
1	Xplornet Internet Antenna	The Ground Site Agreement has been signed with Xplornet. They are in the process of undertaking their public consultation process.
2	Firehall Floor Epoxy	The contract to epoxy the fire hall floor was awarded as approved by Town Council. I understand the work will be completed by the end of September.
3	Official Plan and Zoning Bylaw 5 Year Review	NO UPDATE We have been advised by the Province that amendments are forthcoming to the Provincial Planning Act and as such are being encouraged to delay the update of the Bylaw and Official Plan review. Further information will be provided to Town Council as the Provincial amendments are made. Unfortunately this will result in a further delay to this project.
4	Asset Management	NO UPDATE All asset management files have been received. I am trying to set up a meeting with the consultant to ensure a proper interpretation of the asset class forecasts and next steps in the development of the asset management plan.
5	Child Care Issue	I have begun completing research on the Child Care issues in the Town. I have been in touch with the Early Childhood Development Association, the Provincial Department of Early Childhood Education and the owner of the local Early Childhood Education Centre to try and collect data relevant to the issue, waiting lists, number of families without child care, etc. I understand the Chance's Daycare (out of Charlottetown) has taken over the before/after school child care program, that was being operated by Fun Times. I further understand that the Provincial government are seeking ways to increase the number of child care spaces available in the Summerside/Kensington area.
6	2019-2024 Gas Tax Capital Investment Plan	Approval has been received from the Canada-PEI Infrastructure Secretariat on the Town's proposed re-profiling of its Gas Tax Funds. A request for decision is circulated with the tentative agenda package requesting Town Council to formally remove Project 9.5.3 - Barrett Street/Broadway Street South Sidewalk Installation and Replacement.
7	Wastewater Treatment Plant Blowers	WSP are currently working on tender documents to facilitate the completion of the project in 2021. The project will be tendered through two separate tenders, one for the roof replacement, and the second for the mechanical upgrades. It is anticipated that the tender documents for the roof replacement will be issued within the next week or so. The mechanical upgrades tender will be issued on or around September 24th.
8	Municipal Restructuring - Frosty Treat 2	I understand that the IRAC report has been submitted to the Minister of Communities recommending that the Town's restructuring application be approved.
9	Police Study/Service Model Review	NO UPDATE Other project work and requirements have consumed the greater majority of my time in recent months. I have begun working on the implementation plan for Town Council's consideration, however at this point I have not found an opportunity to complete it. I will continue to dedicate time and resources to this project as other priority items are completed.
10	Investing in Canada Infrastructure Program (ICIP) - Wellfield Upgrades	The Contractor, town staff, and the town's engineering firm continue to work through issues with the chlorination analyzer and SCADA system to ensure the finished project meets the requirements of the Town's tendered expectations.
11	Railyards Garbage Receptacle Area	NO UPDATE Direction was given to the Mayor and I to meet with tenants in the railyards area to discuss issues around all garbage receptacles being placed in a centralized area. To date no meetings have taken place. The Police Chief and I have been tasked with reviewing transportation issues in the rail yards area to provide a safe corridor for people to access the centralized garbage receptacle area.

Item #	Project/Task	Status
12	Active Transportation Fund	The Town's application has been approved by the Province of Prince Edward Island to facilitate the installation of sidewalks along Barrett Street, Broadway Street South and Victoria Street East. It was proposed that a portion of the Town's Gas Tax be allocated towards the project which has been approved by the Canada-PEI Infrastructure Secretariat. Tender documents for the Victoria Street East portion were issued and closed on September 8, 2021. A request for decision has been circulated with the tentative agenda package requesting Council's consideration of awarding the project. WSP has been contracted by the Province to design the storm sewer and sidewalk for the Barrett Street portion of the project, which has been completed and submitted to the Province. Potential issues exist around the timing of the Broadway Street North portion of the project. Town Council recently authorized me to submit a water and sewer extension project along Broadway Street South which potentially overlaps with the sidewalk project. The Broadway Street South portion of this sidewalk project may be delayed to 2022 as we do not want to install the sidewalk in 2021 and have to replace it in 2022 due to the water and/or sewer installation.
13	Official Plan and Zoning Bylaw Amendment - Roman Catholic Parish	The Bylaw amendment was approved by the Province of PEI.
14	Commercial Street/Broadway Street Intersection	NO UPDATE At a meeting held on March 8, 2021 with Stephen Yeo and Alan Aitken of the Provincial Department of Transportation, a commitment was made that the Province would review the parking layout at the Commercial Street/Broadway Street Intersection. To date I have not heard from the department. On June 14, 2021 I requested a status update however, to date I have not received a response.
15	Confederation Trail Road Crossings	NO UPDATE The Province has committed to providing lighted (flashing beacon) pedestrian crossing signs at two Confederation Trail road crossings within the Town. It was committed that the signs would be installed by the end of May, 2021. The beacon signs were proposed to be installed at the Victoria Street East road crossing and the Broadway Street North road crossing. Additional signage may be installed in the future at other crossings in the Town. To date none of the signs have been installed, nearly four months after they were committed to being installed. I have made several requests to the Department of Transportation for a status update on when the signs will be installed to which I have received no response.
16	Barrett Street Sidewalk	WSP has completed the design for the storm sewer and sidewalk portions of the project and have submitted them to the Province. I have made several requests to the Department of Transportation for a status update on when the work will be tendered and completed to which I have received no response.
17	Kensington Business Park	The Kensington Business Park project is progressing steadily. Road C - 200mm sewer main, manholes and service construction completed, 250mm watermain, hydrants and service construction completed, Storm main and catch basins constructed, 150mm force main constructed to Road A intersection, Road has been stripped to subgrade and will be ready for sandstone placement upon completion of testing and survey. Road B - 200mm sewer main, manholes and service construction completed from Road C intersection, 200mm watermain, hydrant and service construction from Road C intersection currently in progress, Storm main and catch basins at Road C intersection completed. Road A - 200mm sewer main constructed to first manhole from Road C, 200mm watermain constructed to first hydrant from Road C, Storm main constructed to first catch basin from Road C, 150mm force main constructed 15-20 meters from Road C. The contractor plans to begin road construction on Road C in the coming weeks. Pipe crews plan to complete pipe work to the high point of Road B and then move to Road A to continue sanitary, water, force main, and storm placement in that order. Road B will be completed when pipe crews reach intersection of Road A and B.
18	Town Hall Siding Replacement	The contractor has begun replacing the siding on the town hall.

Item #	Project/Task	Status
19	Invest in Canada Infrastructure Fund - Broadway Street South Water and Sewer Main Extension Project	The application was submitted prior to the required deadline. We await formal approval of the project.
20	Blacksmith Shop/Go! Fish	<p>I have contracted a structural engineer from WSP to complete a report on the structure on the Town's behalf. The scope of the report is to include, at minimum:</p> <p>1.A structural Assessment of the structure 2.A review off the relevant file information 3.A review of the cost estimates provided by Deborah Norris</p> <p>The intent is to be in a definitive position to provide a recommended course of action as to whether the structure can be realistically and effectively salvaged and repaired, or whether it must be demolished or removed.</p>
21	Collective Bargaining Agreement Negotiations	Preliminary dates have been set to commence bargaining towards the end of September.
22	Annual Sidewalk Maintenance	Maintenance activities have begun. I understand the majority of the required work has been completed and just a few areas remain.
23	Parking Area Pothole Patching	This work has been completed.
24	Relocation of Town of Kensington signs and Speed Radar signs	NO UPDATE Public Works staff are busy completing other maintenance items currently. The signs will be relocated as expeditiously as possible. I have scouted new locations for the signs and will discuss these with the Province, as we are placing the signs within their right of way.
25	Rural Growth Initiative Funding Application	The application has been submitted. At this point in time we have not received any indication as to whether or not the project will approved for funding.
26	Water Meter Upgrades Project	The project has been awarded as approved by Town Council. Work on the project is scheduled to begin towards the end of October.

JULY 2021

The Kensington Fire Department responded to 7 calls in July. The average attendance for the fire calls was 12. Following is the breakdown of calls:

Date	Call Details	Location	# Firefighters	# Trucks
July 4	Utility pole fire	Kensington	9	1
July 8	Sight of smoke	Old Summerside Rd.	12	1
July 15	Residential fire alarm	Kensington	12	1
July 19	Single vehicle MVC	Margate	10	2
July 22	Residential fire alarm	Wilmot Valley	13	1
July 25	Disabled boat	Darnley	9	2
July 29	Single vehicle MVC	Traveller's Rest	16	1

No Association meeting or training session was held this month.

Rodney Hickey
Chief

[illegible]

Police Department Occurrence Report Summary 2021														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Fire Prevention Act	1	1			1								3	0.64%
Firearm Act						1							1	0.21%
Forcible confinement													0	0.00%
Fraud	2	1		2		1							6	1.29%
Funeral Escorts	1	2	1	1	1	2	1						9	1.93%
Harrassing Communication						1	1						2	0.43%
Impaired Driver	1	1	1	2									5	1.07%
Information Files	1												1	0.21%
Injury Accidents													0	0.00%
Liquor Offences	1			1		1							3	0.64%
Litter Act			1										1	0.21%
Lost and Found	2		3		1	1	2						9	1.93%
Luring Minors													0	0.00%
Mental Health Act	2		2				1						5	1.07%
Mischief		2	1	2		2							7	1.50%
Motor Vehicle Accidents	2		2	4		1	2						11	2.36%
Motor Vehicle Act	4	5	5	5	9	3	6						37	7.94%
Municipal Bylaws	2	1	1	1		1	5						11	2.36%
Off Road Vehicle Act		3	1										4	0.86%
Other Criminal Code			1			1							2	0.43%
Person Reported Missing					1								1	0.21%
Possession of restricted weapon													0	0.00%
Property Check							1						1	0.21%
Resist Arrest													0	0.00%
Roadside Suspensions						2							2	0.43%
Robbery													0	0.00%
Sexual Assaults / Interference													0	0.00%
STEP (Integrated Traffic Enforcement)		1				3							4	0.86%
Sudden Death													0	0.00%
Suspicious Persons / Vehicle				2	2	1	2						7	1.50%
Theft Of Motor Vehicle		1					1						2	0.43%
Theft Over \$5000							1						1	0.21%
Theft Under \$5000	3	1	1				4						9	1.93%

[illegible]

Police Report July 2021

There was 3 alarm calls to report for this month.

July 6th @ 2347hrs – Mel's Petro – member attended.

July 10th @ 1839hrs – Ktown COOP – member attended.

July 18th @ 1554hrs – Ktown Liquor Store – member attended.

**Year To Date Approved Development Permits Summary Report
2021**

Development Permit Category	January	February	March	April	May	June	July	August	September	October	November	December		Total	
Addition Residential additions/alterations			1			1								2	
Addition Residential Deck/Fence/Pools									1					1	
New Multi-unit Family Dwelling							1							1	
New PSI				1										1	
New Residential Accessory Structure	2			1	1			3						7	
New Residential Deck/Fence/Pools						2		1						3	
New Semi Detached Dwelling							1							1	
New Single Family Dwelling	1	1	2	1		1								6	
Renovation Commercial						1		1						2	
Total:						1		1						24	

Total Estimated Construction Value
\$117,000.00
\$5,000.00
\$1,500,000.00
\$200,000.00
\$103,800.00
\$47,200.00
\$360,000.00
\$1,590,000.00
\$96,000.00
\$4,019,000.00

DEVELOPMENT PERMITS REPORT

For the period August 06, 2021 to September 09, 2021

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							

Commercial

20-21	08/09/2021	76422	Om Ghimire - 88 Victoria Street W		Approved	Renovation	Commercial	\$90,000.00	08/10/2021	09/15/2021
							Description:	Convert building into a restaurant. Upgrade to exhaust system and addition to front deck		

Sub Total: \$90,000.00

Residential Accessory Structure

23-21	08/26/2021	78964	Brandin Darrach - 1 School Street		Approved	New	Residential Accessory Structure	\$11,000.00	07/01/2021	08/11/2021
							Description:	Placement of new 12'x10' baby barn		
22-21	08/18/2021	546564	Dale Champion - 25 MacLean Ave		Approved	New	Residential Accessory Structure	\$14,000.00	09/01/2021	10/15/2021
							Description:	Construct new 12'x18' shed		
21-21	08/10/2021	778878	Ron Reeves - 4 Andrews Drive		Approved	New	Residential Accessory Structure	\$6,500.00	08/06/2021	11/01/2021
							Description:	Construct new 16'x20' barn with 4' front deck		

Sub Total: \$31,500.00

Residential Deck/Fence/Pool

24-21	09/09/2021	77164	Beverley Semple - 23 Victoria Street E		Approved	Addition	Residential Deck/Fence/Pool	\$5,000.00	09/15/2021	10/30/2021
							Description:	Replace existing window with patio door and extend deck		

Sub Total: \$5,000.00

Total: \$126,500.00



Mailing Address:
55 Victoria Street E
PO Box 418
Kensington, PE
COB 1M0

Tel: 902-836-3781
Fax: 902-836-3741
Email: townmanager@townofkensington.com
Website: www.kensington.ca

For Office Use Only	
Permit #:	21-21
Date Received:	Aug 10/21
Date Approved:	Aug 10/21
PEI Planning:	
Permit Fee: \$	100.00 <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 4 Andrews Dr Property Tax Number (PID): 778878
Lot No.: _____ Subdivision Name _____ Current Zoning: R1
Are there any existing structures on the property?: ☐ No ☒ Yes, please describe:
House

Land Purchased from _____ 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

APPLICANT Name: Ron Reeves Address: _____
Phone: 8 Cell: _____
Email: _____ Postal Code: COB-1M0

Same as Above: ☒
OWNER Name: _____ Address: _____
Phone: _____ Cell: _____
Email: _____ Postal Code: _____

CONTRACTOR, ARCHITECT OR ENGINEER Name: Ron Reeves. 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 checked="" 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 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)
<u>1</u>	<u>0</u>	<u>0</u>	Width <u>18</u> Length <u>20</u>

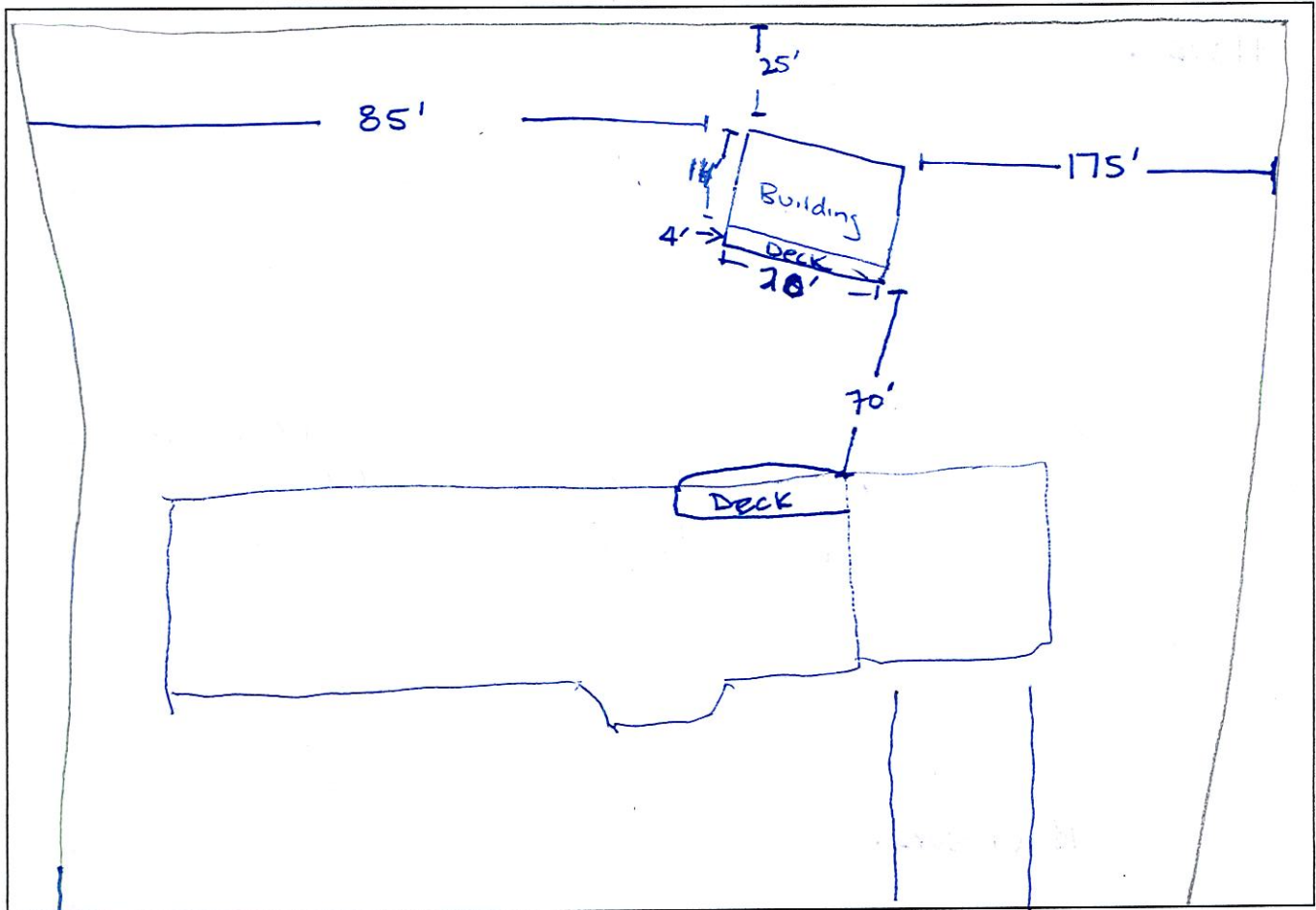
Detailed Project Description: Construct a 18x20 storage building including a 4x20 deck on the front of building

Estimated Value of Construction (not including land cost): \$6500

Projected Start Date: Aug 6/2021 Projected Date of Completion: Nov 1/21

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 a [redacted] for.

Signature of Applicant

Date:

Aug 10/2021



Mailing Address:
55 Victoria Street E
PO Box 418
Kensington, PE
COB 1M0

Tel: 902-836-3781
Fax: 902-836-3741
Email: townmanager@townofkensington.com
Website: www.kensington.ca

For Office Use Only	
Permit #:	22-21
Date Received:	Aug 17/21
Date Approved:	Aug 18/21
PEI Planning:	
Permit Fee: \$	100.00 <input checked="" type="checkbox"/> Paid

Provincial:

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 25 Maclean Ave. Kensington Property Tax Number (PID): 546564-000

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

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

house and attached garage

Land Purchased from Andy Maclean Year Purchased _____

Location of Development	Property Size	
<input checked="" type="checkbox"/> North <input type="checkbox"/> East	Road Frontage <u>100 feet</u>	Acreage <u>.36</u>
<input type="checkbox"/> South <input type="checkbox"/> West	Property Depth <u>160 feet</u>	Area sq. ft. _____

2. Contact Information

APPLICANT Name: Dale Chapman Address: _____
Phone: _____ Cell: _____ Kensington PEI
Email: _____ Postal Code: COB1M0

Same as Above: ☒

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

CONTRACTOR, ARCHITECT OR ENGINEER Name: Spruce Grove Builders Products Address: _____
Phone: _____ Cell: _____ Cardigan PE
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 Shed

<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 checked="" 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 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 checked="" type="checkbox"/> Pier <u>wood floor</u>	<input type="checkbox"/> Steel	<input type="checkbox"/> Other	<input type="checkbox"/> Other
<input type="checkbox"/> Other	<input checked="" type="checkbox"/> Other <u>wood lap siding</u>		<u>None</u>

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
<u>1</u>			Width <u>12</u> Length <u>18</u>

15-88
15111 201
Detailed Project Description: 12' X 17.9' shed, asphalt roof to match house, wood lap siding to be painted to match house. 3-24 X 36 windows; 36 inch metal door, overhead door for lawn mower, soffit + fascia

Estimated Value of Construction (not including land cost): \$14,000

Projected Start Date: _____ Projected Date of Completion: October 15, 2021

To be built offsite + delivered

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.

- see attached -

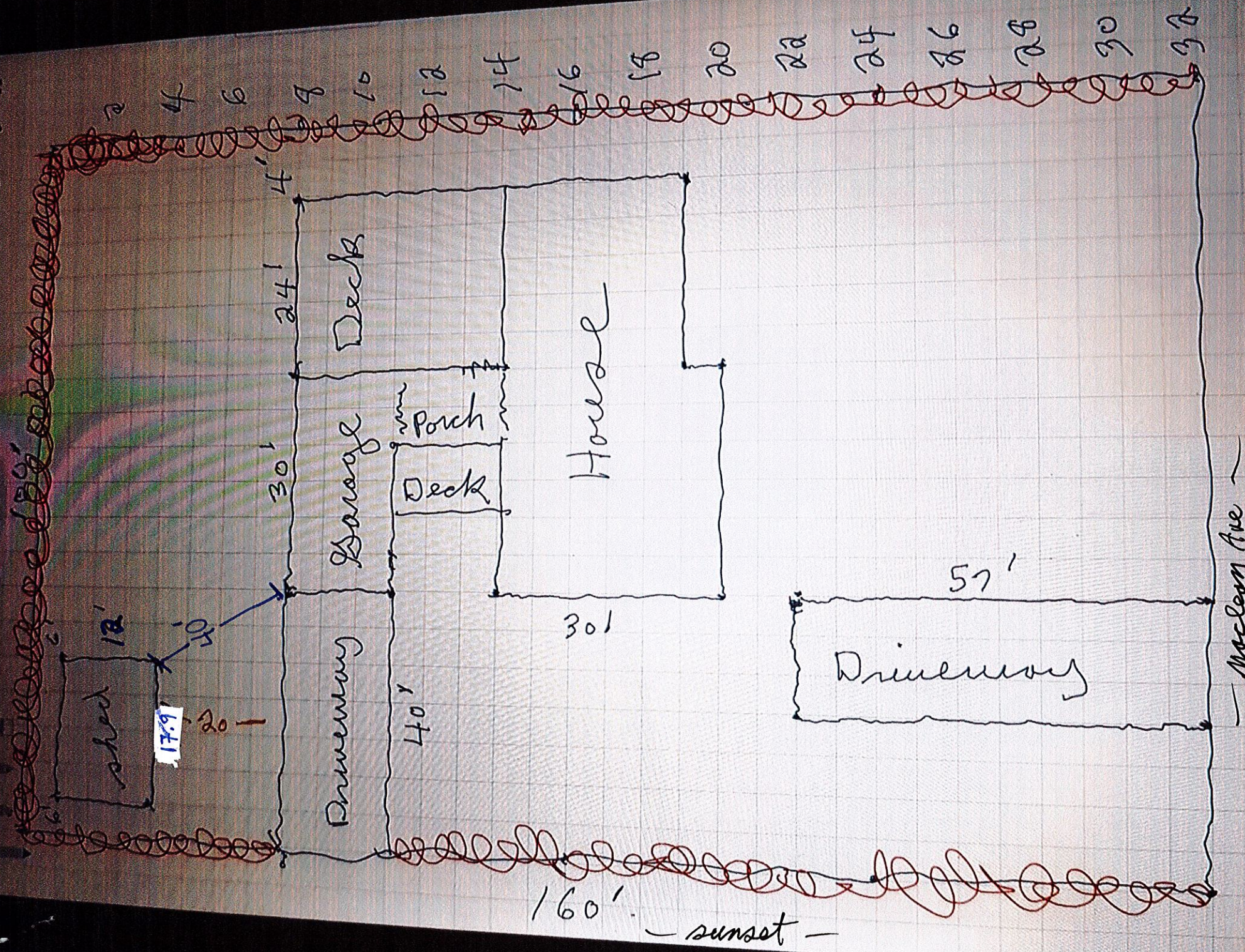
I DO SOLEMNLY DECLARE & CERTIFY:

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 _____

Date: August 16, 2021





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 #:	23-21
Date Received:	Aug 20/21
Date Approved:	Aug 26/21
PEI Planning:	
Permit Fee: \$	100.00 <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 1 School Street Property Tax Number (PID): 78964
Lot No.: _____ Subdivision Name _____ Current Zoning: R1
Are there any existing structures on the property?: ☐ No ☒ Yes, please describe:
house and Baby barn

Land Purchased from _____ 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

APPLICANT Name: Brandin Dargatz Address: _____
Phone: _____ Cell: _____
Email: _____ Postal Code: _____

Same as Above: ☐
Name: Nicole Spencer 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

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 checked="" 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 checked="" type="checkbox"/> Vinyl Siding	<input type="checkbox"/> Asphalt	<input type="checkbox"/> Brick
<input type="checkbox"/> Slab	<input type="checkbox"/> Wood Shingles	<input checked="" type="checkbox"/> Steel	<input type="checkbox"/> Prefab
<input type="checkbox"/> Pier	<input type="checkbox"/> Steel	<input type="checkbox"/> Other	<input type="checkbox"/> Other
<input type="checkbox"/> Other	<input type="checkbox"/> Other		

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
			Width <u>10</u> Length <u>12</u>

Detailed Project Description: Plasment of Storage Barn

Estimated Value of Construction (not including land cost): 11,000

Projected Start Date: July 2021 Projected Date of Completion: _____

Please provide a diagram of proposed construction:

- a) Draw boundaries of your lot.
- c) Indicate the distance between buildings.
- e) Indicate distance to property lines.

- b) Show existing and proposed buildings.
- d) Show location of driveway.

See attached.

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

Date: Aug-20-2021

SCHOOL STREET

Existing
Fence

HOUSE

Existing
BARN

NEW
BARN

DRIVEWAY

WOODLEIGH DRIVE

12'

8'

12'

10'

5'

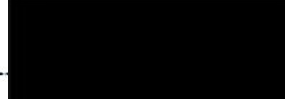
24'

AUGUST 11, 2021

To whom it may concern

I give permission for tenant at 1 school street to have storage building in driveway.

Also noting that when tenant moves out building must be removed from property.





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 #: 24-21
Date Received: SEPT 7, 2021
Date Approved: SEPT 9/21
PEI Planning:
Permit Fee: \$ 100.00 ☒ Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 23 Victoria St. E Property Tax Number (PID): 77164
Lot No.: _____ Subdivision Name _____ Current Zoning: R1
Are there any existing structures on the property?: ☒ No ☒ Yes, please describe:
House

Land Purchased from _____ 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

APPLICANT Name: Beverley Semple Address: _____
Phone: _____ Cell: _____ Kensington, PE
Email: _____ 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 type="checkbox"/> Mini Home (RM1)	<input checked="" type="checkbox"/> Decks/Fence/Pools	

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

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

Detailed Project Description:

Patio door and deck extension
Remove window & install patio door. 5' x 6'10" door.

Estimated Value of Construction (not including land cost):

\$5,000

Projected Start Date:

Sept / 21

Projected Date of Completion:

Oct 30/21

Please provide a diagram of proposed construction:

a) Draw boundaries of your lot.

c) Indicate the distance between buildings.

e) Indicate distance to property lines.

b) Show existing and proposed buildings.

d) Show location of driveway.

SEE ATTACHED

I DO SOLEMNLY DECLARE & CERTIFY:

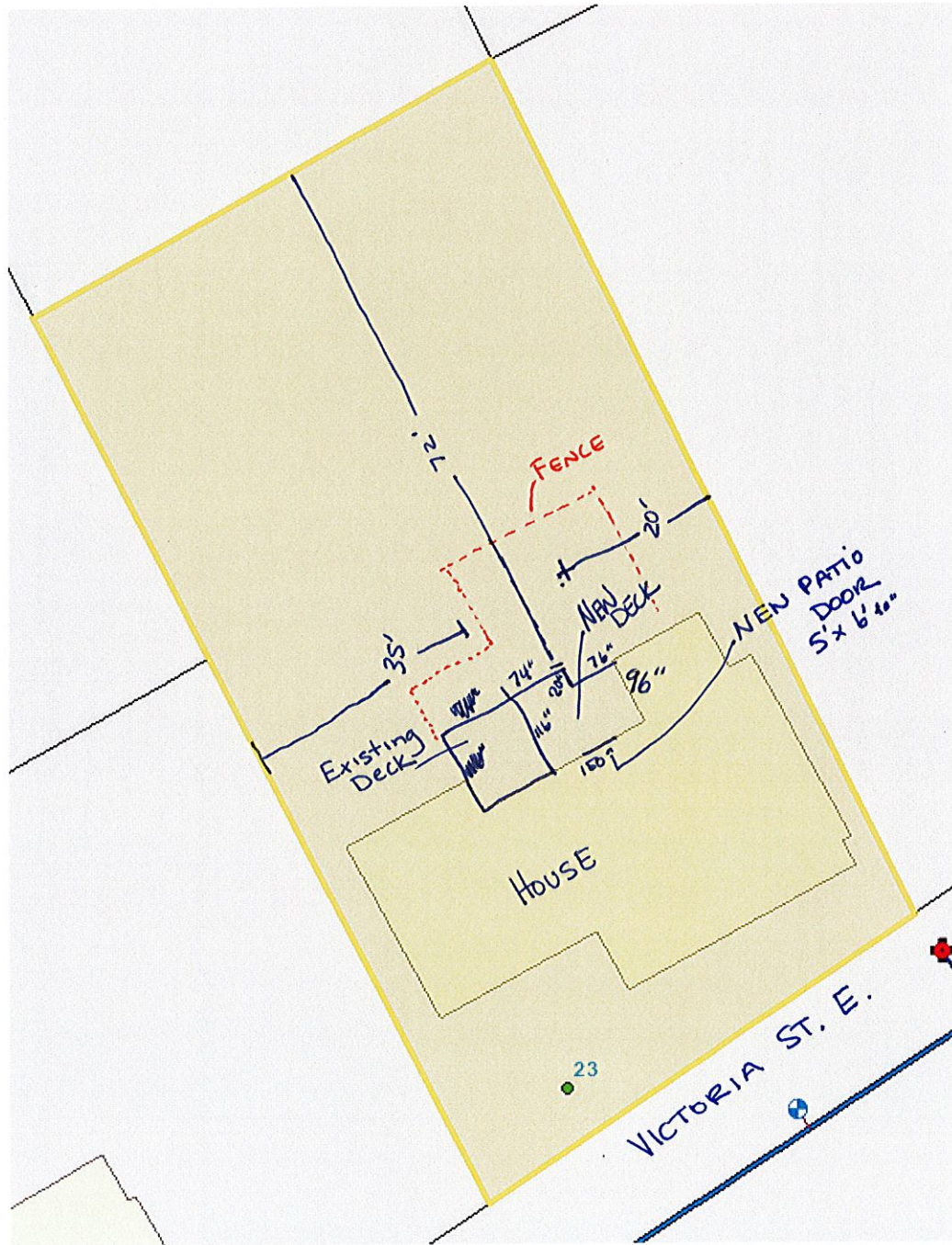
1. That I am the Authorized Agent of the Owner/the Owner named in the Application for a permit hereto attached.
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3. Providing that the Town of Kensington and/or its agents or employees are acting in good faith in the administration of the Town Bylaws, 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.
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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

Date:

Sept 7, 2021



2-96 →

← 48 →

2 x 8 x 12 - 7
2 x 8 x 10 - 3
2 x 8 x 8 - 4
2 x 8 Hangers - 14
Post Spikes - 12

Screws - 2 1/2 -
- 4 -

Bolts 1/6

Full Length Posts - 9
Post Posts - 4

Deck Boards - 8
1 x 6 x 10 13
1 x 6 x 8 13

← 96 →

← Post

1
14
6

Stairs 31" ← 146 →

Town of Kensington Bills List July 2021

A1 - Vacuums	3999907	\$45.14
Happy Hookin Towing and Recovery	2140 POLICE - VEHICLE TOWING	\$115.00
Aliant	8495278	\$230.79
Aliant	8497296	\$30.48
Andrew Griffin	JULY 2021 RRSP	\$805.14
ArsenaultBestCameronEllis	8311 AUDIT	\$12,937.50
Bell Mobility	2-399729	\$201.25
Brenda MacIsaac	JULY 2021 RRSP	\$456.78
Canada Post	JULY 12, 2021 POSTAGE	\$19.40
Canadian Tire	JULY 9, 2021 PW VEHICLE R&M	\$17.19
Canadian Tire	POL CAMERA/BINOCULAR	\$288.63
Canadian Tire	PW LADDER JULY16, 21	\$172.49
Caseley's	5430 HARVEST FESTIVAL	\$51.75
CIBC Securities Inc	JULY 2021 RRSP	\$622.58
Combat Computer Inc	77607 POLICE MONITOR	\$266.48
Combat Computer Inc	76592 CUC REPAIR COMPUTER	\$107.81
Combat Computer Inc	77602 TRAIN STATION REPAIR WIFI	\$596.55
Combat Computer Inc	77026 COPIES	\$275.29
Combat Computer Inc	77603 POLICE CAMERA INSTALL	\$301.88
Combat Computer Inc	77604 POLICE CAMERA INSTALL	\$150.94
Copper Shore Electric	1227 POLICE CAMERA INSTALL	\$2,383.83
Copper Shore Electric	1233 TOWN HALL RECEPTACLE	\$130.91
Credit Union Financial Management	JULY 2021 RRSP	\$1,167.68
Canadian Union of Public Employees	JULY 2021 UNION DUES	\$886.12
Eastern Fence Products	5264 MOVE SCHOOL FENCE FOR PAVING	\$632.50
Eastlink	16541238	\$777.88
Eastlink	16542017	\$23.00
Eastlink	16541761	\$97.69
Eastlink	16621653	\$160.31
Eliza Law	JULY 10, 2021 LIBRARY (REIMBURSED)	\$793.67
Eliza Law	JULY 24, 2021 LIBRARY (REIMBURSED)	\$793.67
Elizabeth Hubley	JULY 2021 RENT	\$805.00

GBS Technologies	526726 RALPH'S CELL PHONE CASE	\$87.99
Geoff Baker	JULY 2021 MILEAGE	\$330.88
H&S Auto Service Inc.	2260 POLICE VEHICLE R&M	\$317.53
Holland College	542343 POLICE UNIFORM	\$113.63
Holland College	542347 POLICE UNIFORM	\$152.86
Hummingbird Creative	2676 BUSINESS PARK SIGN	\$885.50
Irving Oil	34036639	\$359.93
Irving Oil	34015007	\$482.83
Irving Oil	126535	\$91.12
Irving Oil	34043438	\$303.24
Irving Oil	533752	\$282.21
Irving Oil	34050673	\$324.49
Irving Oil	34057536	\$47.71
Irving Oil	435888	\$469.16
Irving Oil	331627	\$348.66
Island First Aid Service	14695	\$73.54
Island Hot Tubs & Pools	25259	\$33.34
Island Hot Tubs & Pools	24926	\$210.44
Island Hot Tubs & Pools	8121	\$487.55
Island Hot Tubs & Pools	8659	\$293.25
Island Hot Tubs & Pools	24863	\$210.44
Island Hot Tubs & Pools	8106	\$644.00
KARSI	DONATION JULY 2021	\$1,000.00
Ken Fornetran	JULY 7, 2021 SUMMER MUSIC SERIES	\$200.00
Ken Fornetran	JULY 12, 2021 SUMMER MUSIC SERIES	\$200.00
Ken Fornetran	JULY 19, 2021 SUMMER MUSIC SERIES	\$200.00
Ken Fornetran	JULY 26, 2021 SUMMER MUSIC SERIES	\$200.00
Kensington Agricultural Services	69674	\$31.30
Kensington Agricultural Services	70848	\$25.06
Kensington Agricultural Services	71464	\$13.57
Kensington Country Store	02810143910 CUC BALLFIELD	\$147.20
Kensington Country Store	02810145532 FLOWERS	\$110.24
Kensington Country Store	02810144808 FLOWERS	\$68.77
Kent Building Supplies	2000290002	\$12.64

Kent Building Supplies	2000287864	\$34.12
Kent Building Supplies	2000264136	\$73.00
Kent Building Supplies	2000298295	\$136.79
Key Murray Law	261514 BUSINESS PARK LAND TRANSFER	\$1,290.50
Key Murray Law	261515 BUSINESS PARK LAND TRANSFER	\$1,190.08
Key Murray Law	261628 UNSIGHTLY PROPERTY	\$292.96
Kensington & Area Chamber of Commerce	75187 GOLF TOURNAMENT	\$500.00
Lewis Sutherland	JUNE 2021 MILEAGE	\$135.83
Lewis Sutherland	JULY 2021 RRSP	\$1,002.90
Liftow Limited	SO-170135 PW BOBCAT R&M	\$795.80
Liftow Limited	PSI-646757 PW BOBCAT R&M	\$57.50
Maritime Electric	FIREHALL JUL21	\$448.96
Maritime Electric	STLIGHTS JUL21	\$2,842.85
Maritime Electric	CARCRGR JUL21	\$64.06
Maritime Electric	FREIGHTSHED JUL21	\$245.13
Maritime Electric	EVKPOOL JUL21	\$965.06
Maritime Electric	CNSTN JUL21	\$1,105.81
Maritime Electric	LIBRARY JUL21	\$96.06
Maritime Electric	PUBWORKS JUL21	\$115.85
Maritime Electric	CANTBALLFIELD JUL21	\$38.57
Maritime Electric	RINK JUL21	\$2,081.68
Maritime Electric	RINKSIGN JUL21	\$208.71
Maritime Electric	SRCENTRE JUL 21	\$74.37
Maritime Electric	TOWNHALL JUL21	\$1,549.83
Maritime Electric	RADAR JUL 21	\$108.27
Mary's Bake Shoppe	HARVEST FESTIVAL 21	\$59.00
Malpeque Bay Credit Union	JULY 2021 DONATION	\$250.00
Malpeque Bay Credit Union	JULY 2021 RRSP	\$317.64
McInnes Cooper	2021018171 LEGAL FEES	\$246.10
Medacom Atlantic Inc	12761	\$251.16
Megan Smith	MISS TOWN OF KENSINGTON	\$500.00
MJS Marketing & Promotions	1140004	\$316.25
MJS Marketing & Promotions	2761007	\$51.75
MJS Marketing & Promotions	2761041	\$345.00

On the Go Property Maintenance Inc	203017 LINE PAINTING	\$373.75
On the Go Property Maintenance Inc	202955 LINE PAINTING	\$2,754.25
Orkin Canada	2644189	\$29.90
Orkin Canada	2647142	\$96.03
Orkin Canada	2647159	\$48.30
Prince County Hospital Foundation	CLEVE RIX MEMORIAL	\$50.00
PEI Chiefs of Police	2021-06 ANNUAL DUES	\$100.00
Prince County Trophy	175489 HARVEST FESTIVAL	\$138.00
Robert Wood	RWEXP JUL21	\$197.40
Rowan Caseley	MAYOR EXP JUL21	\$152.28
Mikes Independent	IND 20210714	\$11.80
Mikes Independent	IND20210709	\$47.88
Mikes Independent	IND20210728	\$11.80
Scotia Securities	JULY 2021 RRSP	\$623.70
Scotiabank Visa	HAR FES GIFT CERTIFICATE	\$300.00
Scotiabank Visa	HAR FES SUPERSTORE	\$63.48
Scotiabank Visa	ISLAND STONE PUB MAYOR MEETING	\$96.60
Scotiabank Visa	KIDS HELP PHONE JULY	\$50.00
Scotiabank Visa	HAR FES MICHEAL'S	\$95.93
Scotiabank Visa	ZOOM JULY 2021	\$23.00
Scotiabank Visa	EVK POOL EQUIP JULY	\$47.71
Scotiabank Visa	CUC MOWER GAS	\$68.00
Scotiabank Visa	CUC STAPLES	\$12.98
Scotiabank Visa	PW BOOTS JULY 16, 21	\$241.49
Sign Station Inc	66368 HOGG PARK SIGN	\$42.55
Somerset Gardens Inc.	26153733 FLOWERS	\$1,186.03
Staples	5505968515	\$74.45
Staples	JULY 20, 2021	\$29.88
Summerside Chrysler Dodge (1984) Ltd	WS45779 PW VEHICLE R&M	\$34.50
Suncor Energy Products Partnership	SUNCOR JULY21	\$1,220.03
Superior Sanitation	751509	\$207.00
Superior Sanitation	751508	\$230.00
Superior Sanitation	751507	\$184.00
Superior Sanitation	751506	\$41.54

Superior Sanitation	751505	\$80.50
T & K Fire Safety Equipment Ltd	264760 TOWN HALL INSPECTION	\$385.08
Telus	JULY 2021	\$1,010.41
Toombs Plumbing & Heating Ltd	66406 GAZEBO - CRUSHED STONE	\$1,207.22
Toshiba Finance	JULY 9, 2021	\$607.20
Vail's Fabric Services Ltd	380591	\$215.46
Valerie Henderson	31 FLOWER PLANTING	\$100.00
Visual Printing	7923 TOWN OFFICE SUPPLIES	\$228.85
Water & Pollution Control Corporation	JULY 2021	\$695.67
Workers Compensation Board of PEI	JULY 31, 2021	\$7,529.52
Women's Institute Harvest Festival	2021 HARVEST FESTIVAL	\$300.00
WSP Canada Inc	1025273 SIDEWALK COST ESTIMATING	\$362.25
Yellow Pages Group	02079405	\$20.74
Yellow Pages Group	2104479	\$24.90
Subtotal		<hr/> \$74,548.06 <hr/>
Payroll		\$149,466.13
Capital		
WSP Canada Inc	1026486 BUSINESS PARK	\$13,760.73
WSP Canada Inc	1025590 ICIP - LAGOON	\$341.18
Seacor Athletic	SGII3881 CUC - HOCKEY NETS	\$2,596.31
Toombs Plumbing & Heating Ltd	66510 IMPERIAL ST W&S LINES	\$7,032.72
Subtotal Capital		<hr/> \$23,730.94 <hr/>
Total Bills		<hr/> \$247,745.13 <hr/>

Water and Sewer Utility Bills List July 2021

Aliant	8465138	\$138.46
Aliant	8496907	\$178.67
Campbell's Concrete Ltd	246660 WATER METERS	\$299.35
Combat Computer Inc	77606 WIND TURBINE	\$86.25
Combat Computer Inc	76593 WIND TURBINE	\$107.81
Kensington Country Store	2810144349 CHLORINE	\$303.32
Kensington Septic Service	4901 CLEAN WATER MAIN VALVES	\$345.00
Maritime Electric	ADDLFTSTN JUL	\$183.44
Maritime Electric	INDPK WATER JUL21	\$120.27
Maritime Electric	PUMP E#2 JUL21	\$281.36
Maritime Electric	PUMP W#1 JUL21	\$841.67
Maritime Electric	WELL#3 JUL21	\$617.07
Maritime Electric	SEWERTREAT JUL 21	\$1,636.03
Maritime Electric	SEWERPUMP JUL21	\$156.49
Maritime Electric	PUMPCONTBLDG JUL21	\$99.00
Minister of Finance	210702082 WATER ANALYSIS	\$493.35
Total W&S Bills		\$5,887.54

Income Statement Comparison of Actual to Budget for July 2021

	Current Month			Year to Date				
GENERAL REVENUE	Actual	Budget	Variance	Actual	YTD Budget	Variance	Annual Budget	% Full Year
General Revenues	\$86,178.58	\$84,854.00	\$1,324.58	\$345,208.47	\$332,908.00	\$12,300.47	\$985,860.00	35%
Police Service	\$21,004.62	\$17,260.00	\$3,744.62	\$84,099.48	\$72,740.00	\$11,359.48	\$213,820.00	39%
Town Hall Rent	\$7,917.88	\$8,309.00	-\$391.12	\$33,575.52	\$34,536.00	-\$960.48	\$99,508.00	34%
Recreation	\$1,972.50	\$2,500.00	-\$527.50	\$4,467.50	\$3,500.00	\$967.50	\$4,500.00	99%
Sales of Service	\$30,211.12	\$36,000.00	-\$5,788.88	\$124,200.96	\$148,200.00	-\$23,999.04	\$411,200.00	30%
Subtotal Revenue	\$147,284.70	\$148,923.00	-\$1,638.30	\$591,551.93	\$591,884.00	-\$332.07	\$1,714,888.00	34%
GENERAL EXPENSES								
Town Hall	\$11,269.82	\$12,843.00	-\$1,573.18	\$51,408.67	\$52,403.00	-\$994.33	\$162,041.00	32%
General Town	\$43,264.23	\$47,595.00	-\$4,330.77	\$178,218.63	\$186,279.00	-\$8,060.37	\$422,085.00	42%
Police Department	\$69,620.55	\$51,286.00	\$18,334.55	\$192,179.83	\$174,009.00	\$18,170.83	\$522,689.00	37%
Public Works	\$19,566.79	\$26,753.00	-\$7,186.21	\$54,980.57	\$82,490.00	-\$27,509.43	\$202,561.00	27%
Train Station	\$4,087.09	\$4,190.00	-\$102.91	\$18,007.50	\$16,265.00	\$1,742.50	\$51,795.00	35%
Recreation & Park	\$18,236.30	\$20,295.00	-\$2,058.70	\$47,410.44	\$50,680.00	-\$3,269.56	\$95,785.00	49%
Sales of Service	\$18,167.54	\$23,610.00	-\$5,442.46	\$62,447.07	\$68,250.00	-\$5,802.93	\$196,340.00	32%
Business Park	\$1,763.16	\$2,056.00	-\$292.84	\$4,606.86	\$8,224.00	-\$3,617.14	\$24,672.00	19%
Subtotal Expenses	\$185,975.48	\$188,628.00	-\$2,652.52	\$609,259.57	\$638,600.00	-\$29,340.43	\$1,677,968.00	36%
Net Income (Deficit)	-\$38,690.78	-\$39,705.00	\$1,014.22	-\$17,707.64	-\$46,716.00	\$29,008.36		
Credit Union Centre								
Credit Union Centre Revenue	\$21,894.86	\$16,400.00	\$5,494.86	\$80,528.76	\$63,600.00	\$16,928.76	\$329,300.00	24%
Credit Union Centre Expenses	\$23,472.13	\$25,479.00	-\$2,006.87	\$81,576.33	\$99,603.00	-\$18,026.67	\$367,536.00	22%
Net Income (Deficit)	-\$1,577.27	-\$9,079.00	\$7,501.73	-\$1,047.57	-\$36,003.00	\$34,955.43		
Fire Department								
Fire Revenues	\$23,557.00	\$23,557.00	\$0.00	\$94,228.00	\$94,228.00	\$0.00	\$282,684.00	33%
Fire Department Expenses	\$18,189.39	\$19,762.00	-\$1,572.61	\$80,733.95	\$81,598.00	-\$864.05	\$280,844.00	29%
Net Income (Deficit)	\$5,367.61	\$3,795.00	\$1,572.61	\$13,494.05	\$12,630.00	\$864.05		
Consolidated Net Income (Deficit)	-\$34,900.44	-\$44,989.00	\$10,088.56	-\$5,261.16	-\$70,089.00	\$64,827.84		
							\$524.00	
Water and Sewer Utility								
Water & Sewer Revenue	\$53,253.33	\$55,285.00	-\$2,031.67	\$215,809.09	\$221,140.00	-\$5,330.91	\$669,510.00	32%
Water & Sewer Expenses	\$52,692.91	\$55,535.00	-\$2,842.09	\$223,047.45	\$223,040.00	\$7.45	\$669,120.00	33%
Water & Sewer Net Income (Deficit)	\$560.42	-\$250.00	\$810.42	-\$7,238.36	-\$1,900.00	-\$5,338.36		
							\$390.00	

TOWN OF KENSINGTON – MEMORANDUM

TO: MAYOR AND TOWN COUNCIL, CAO
FROM: ROBERT WOOD, CUC MANAGER
SUBJECT: JULY 2021 CREDIT UNION CENTRE REPORT
DATE: JULY
ATTACHMENT: STATISTICAL REPORT
RINK CONDENSER REPORT

July 2021

Fitplex

Hours of operation are 5:00 am – 9:00 pm daily.

Arena

Arena Maintenance – Stands and hallways have been re-painted.

Pickle Ball has been moved to inside the Arena on Mondays from 1-3 and has been attracting 12-16 participants.

New Hockey nets have arrived.

New Condenser is scheduled to arrive late September, one week to install and then installing the ice surface should take approx.. 7 days.

Kensington Cash Draw

July 1	180.00
July 8	182.00
July 15	192.00
July 22	188.00
July 29	200.00
<u>Total</u>	<u>942.00</u>

Ball Fields

Minor Ball and Rec Ball scheduled daily.

Covid restrictions will allow for 100 outdoors increased from 50

Senior Center

Sewing Classes are on Tuesday, Wednesdays and Saturdays

Meetings continue in smaller groups.

Outdoor Ice Surface

3 areas have been sectioned for drop-in play zones. Including basketball, pickle ball and road hockey. Open to all residents and visitors to use.

Central Community PEI Navigator

No July meeting.

Upcoming Events

Harvest Festival- Plans have been made to host smaller events for this year's festival under the CPHO guidelines. Currently are allowed two cohorts of 100 in the arena.

Kensington Harvest Festival

Brought to by:



Clark Insurance
Member of the Huestis Insurance Group

Schedule

Saturday August 21, 2021

Day Sponsored by Maritime Electric & K'Town Food Basket

7.30am

Shriners Pancake Breakfast, Kensington Legion

8.30am

48th Annual Malpeque Bay Credit Union 25km Foot Race,
Start at Church of Scotland, Stanchel

- 11.am-2.pm Contact Ivan Gallant to register 902-439-8382
Central Region Sport and Rec -Family Yard Games,
Ball Hockey, Pickle Ball, Basketball and more -
**Location-Credit Union Centre Sponsored by
Kensington Lions Club**
- 10am-5pm Family Day Haunted Mansion Special Harvest Festival
Pricing
- 2pm-5pm Washer Toss Tournament-Free Mussels
Live Entertainment
Location: Kensington Legion -Sponsored by the
Shriners

Sunday August 22,2021

**Day Sponsored by Tim Hortons, Moase Plumbing
and Heating & Island Petroleum**

- 9am **PE Aqua Farms Harvest Festival Golf Tournament -**
Eagles Glenn Golf Course
Teams of Four \$350.00, includes Golf, Cart, Food-
sponsored by **K'town Food Basket**, Beverages -
Sponsored by **Ship To Shore Restaurant**, team gift
bags, closest to the pin, longest drives, \$10,000.00
hole in one sponsored by **Castle Building Supplies**
Hole in one, Prizes for top three teams.
To Register email Robert @ cuc@kensington.ca

Monday August 23,2021

**Day Sponsored by Cavendish Farms & Murphy's
Pharmacy**

- 9am-noon Reg Hiltz Memorial Flower Show registration
- 9am-noon WI handicrafts registration
- Noon- 4pm Crokinole
- 5:45pm Introduction of Contestants
- 6:00pm Flower Show Winners
- 6.30pm Miss Community Gardens Pageant - Talent
- 7.30pm Opening Ceremonies
- 7.50pm Clair Mayhew Volunteer of the Year Award
- 8.00pm Miss Community Gardens -Evening wear
- 9.00pm Crowning

Tuesday August 24,2021 Day Sponsored by Fun Times

Enterprises & Building Blocs Home Improvement

- Noon-4pm Lions Auction Card Party-836-5060 to register
- 6.30pm PEIAE Youth Talent - sponsored by **PEI Mutual
Insurance**

**Wednesday August 25,2021 Day Sponsored by Castle Building
Supplies, Davison Funeral Home & Mid Isle Electric**
6.30pm **Ultimate Fisherman's Challenge Sponsored by Town
of Kensington & Basin View Seafood**

Admission

Monday	\$5.00 per person \$15.00 per Family
Tuesday	Free Admission Sponsored by Fun Times Enterprises
Wednesday	\$5.00 per person \$15.00 per Family

Limited Numbers based on CPHO Guidelines.

Harvest Festival Major Sponsors:

**Clark Insurance, PE Aqua Farms, Maritime Electric, Cavendish
Farms,
K'Town Food Basket, Kensington Lions Club,
Moase Plumbing and Heating, Murphy's Pharmacy,
Island Petroleum, Mid Isle Electric, Town of Kensington,
Building Blocs Home Improvement, Fun-Time enterprises,
Castle Building Supplies, Malpeque Bay Credit Union,
Basin View Seafood, Tim Hortons, Davison Funeral Home &
Chapel**

Harvest Festival Silver Sponsors:

**Sisters Cleaning, Township Chev, Illsey's Feed, Hickey & Hyndman, KMP, Kensington
Agricultural Services, Dunk River Industries, Travellers Rest Mini Homes, Curran and
Briggs Limited, Kool Breeze Farms, Ship to Shore Restaurant, Kensington Legion, Capital
T Electric, Maritime Construction, Novus Glass, D Alex MacDonald, Enmans Audio,
Kensington Country Store, Subway, Mallett Exteriors, Greco, Family and Friends
Restaurant, Sou West Bar and Grill, Marys Bake Shoppe**

Town of Kensington

Credit Union Centre Monthly Statistical Data

2021

Category	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Fitplex													
Total Members	235	240	245	250	253	250	254						1727
Attendance	1465	1447	1455	1650	1295	1228	1174						9714
Day Passes Sold	15	10	12	14	16	15	10						92
Memberships Sold	40	42	45	46	42	40	41						296
Monthly Payment Memberships	58	56	58	60	60	59	55						406
Arena													
Hours Rented	182	145	120	11	0	0	0						458
Preschool (Free)	4	4	4	0	0	0	0						12
Adult Skate	4	4	4	0	0	0	0						12
Donated Ice Time	0	1	0	0	0	0	0						1
Total Hours Rented	190	154	128	11	0	0	0						483
Storm Days\Covid Shutdown (no rentals)	0	3	4	0	0	0	0						7

2020

[illegible]



From: Robert Wood, CUC Manager

To: CAO, Mayor and Town Council

Date: Aug 31, 2021

Re: Update on Arena Condenser:

I recently attended a meeting and site visit from JP Goigen, from Black and MacDonald, our ice plant company.

The new Condenser (Keeprite Unit) is scheduled to be shipped on September 29th, 2021 from Kitchener Ont. JP will confirm again in mid-September to ensure it is still on schedule .

The unit, once it arrives will require 7-10 days to install and at that time of year should be approximately 7 days to install the ice.

The new condenser is larger than the current unit and will be placed on the same stand that the old unit is housed on, with an addition to accommodate the longer length of the unit. The width is the same.

With our arena being a freon gas arena it would be risky to build a stand next to the current one and do a changeover mid-season . Mr Goigen indicated a changeover could lead to issues that may cause us to lose the ice and that would then require us to

remove the current sheet and then another 7 days to install a new sheet. So a changeover mid-season would not be recommended.

If any further delay to getting our new condenser should occur the option of running of the old unit and storing the new unit until summer 2022 would have to be looked at. Given that time of year (end of Sept) startup should be easier on the current ice plant.

I have notified all of our user groups to a predicted opening of October 18th, 2021. Also I have reached out to other rinks on the Island that service our users as well to see about their opening plans and if they can accommodate our groups if they need icetimes before the 18th.

Cornwall is open (since August) and is able to look after all the Matrix 'AAA' teams (usually U13 and U11 have tryouts with us for 6 hours a week)

Rustico is planning on opening October 11th, 2021 and can accommodate the Gulf Storm tryouts and would consider opening a few days earlier if any user groups approached them with a feasible amount of rentals.

Kensington Wild will be hosting tryouts at the Credit Union Place in Summerside.

Crapaud will not be opening until October 16th or 17th

Borden will be opening the third week of October pending the approval of their Town Council.

Rinks currently open include Summerside, Cornwall, UPEI and Pownal. Evangeline will be opening in September.



Mayor's Report to Town Council

September 13, 2021

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

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

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

Tennis Courts at KISH – Thanks to the efforts of Minister Matthew Mackay and other Provincial Government Departments, we now have the tennis courts resurfaced at KISH. Town of Kensington Public Works are currently arranging for repairs as needed to the perimeter chain link fence and damaged landscaping. Robert Wood has consulted with Jeff Ellsworth with Central Region Sport and Recreation. They are recommending we line the courts for tennis and pickleball as well as a walking track around the perimeter. The basketball hoops will still be in place and they plan to paint a foul line for the basketball hoops. Mr. Wood is also looking into cost and options to install a wind break net at the tennis courts.

It will be great to have this facility available for students at KISH, as well as the youth and adults in the area. Jeff Ellsworth with Central Region Sport and Recreation has also committed that if we place a locking storage building on site, he will leave some equipment such as nets, balls, etc. that will make it easier for user groups. I have reached out to Jamie Ramsay with KISH Industrial Arts Department to see if the students would be willing to build the structure subject to the Town paying for the material. I have also reached out to Donald Mulligan, KISH Principal to request permission to place the structure on the property. Mr. Mulligan has already given permission and is looking to get the basketball hoop backboards spruced up. Town Council have expressed a willingness in the past to allocate dollars to bring this project to a successful completion. I request Town Council authorize Mr. Baker and staff to continue to move forward to complete this project and make any necessary purchases required within Mr. Baker's spending authority.

Celebration Certificates – On behalf of Town Council, I attended a birthday celebration for J. Darrach Murray and presented a 90th Birthday Certificate. I am planning to present a 90th birthday certificate to Helen MacEwen on Sunday Sept 12. I also attended a birthday celebration for Lois Brown and presented a 97th Birthday Certificate.

Friends of the Library Board (Community Board) – The Kensington Heritage Library has a Community Library Board which has been the responsibility of the Municipality to appoint the Chair and members. Cindy



Ramsay has been the Chair of this Board since December, 2015. She submitted her resignation as of August 31, 2021. I presented Cindy with a Certificate of Appreciation for her many years of valuable service and support to the Kensington Heritage Library. I am pleased to report the appointment of Cindy Blanding as the new Chair of the Friends of the Library Community Board. Additionally, the other Board members appointed are Fran Cole, Elaine Caseley and Mary Brennan.

Kensington Harvest Festival – Thank you to all staff and volunteers who pulled together the Kensington Harvest Festival Celebration 2021 and complied with the CPHO protocols. Congratulations to Miss Community Gardens 2021, Mya Welton. All Pageant participants represented their respective sponsors well and we were so pleased to be able to have this abbreviated pageant this year. It was great to be able to have some of the other traditional activities and we hope we are back at full capacity in 2022.

Police Constable Sworn in – With Constable Tessa MacDonald being off on maternity leave, Chief Sutherland has filled the position with Constable Holly Hartlen. We welcome Constable Hartlen to the Kensington Police Services. She is not only a sworn police officer but is also trained as a paramedic. We trust she will never need to use her paramedical skills while on duty, but it is reassuring to know she will be patrolling our community. Constable Hartlen's family were in attendance to see her sworn in as a police officer for the Town of Kensington.

Federal Candidates in Malpeque – Thank you to the Kensington and Area Chamber of Commerce for hosting the public debate for the candidates running in the District of Malpeque. The room was fully booked and I understand some had to be turned away. It is great to see interest in our democratic process. As of this report, Town Council has hosted individual meetings with the Candidates for the Green and Liberal Party. We have scheduled meetings with the NDP and Conservative Parties next week. We appreciate each Candidate taking the time to listen to our presentation, sharing their vision for the district and addressing all questions put to them. Thank you to all Councillors who were able to attend. Unfortunately, we were restricted in numbers permitted to attend our individual meetings with candidates due to CPHO protocols and therefore, limited our attendance to Councillors and the CAO. However, with the permission of each of the candidates, we are recording the meetings and these recordings will be made available to authorized staff to view at the office.

Mi'Kmaq Flag Raising – In my report to Council last month I proposed the Town of Kensington consider the flying of the Mi'Kmaq flag on one of our flag poles at the town clock location. I have been in touch with the Mi'Kmaq Confederacy to ensure this would be a positive step. I received positive feedback and they are checking to get a flag for us and provide the Town with a source for the Town to purchase replacement flags as needed. I propose we start to fly the flag on September 30 this year as this day is declared as Reconciliation Day. I have requested we have someone from the Mi'Kmaq Community be in attendance for this initial flag raising. I am still trying to get final confirmation and would like Council and staff to put this date in your calendar so we can make this a significant event in Kensington.

Meeting with Lindsay Connolly (Ex. Dir - IRF) – I met with the Executive Director of the Indian River Festival held in the Historic St. Mary's Church. This festival has been called the Indian River Festival for the past 25 years. She advised me the festival is now looking at rebranding the name of the festival and are using the services of a professional to help lead them in the process. She invited me to share this information with Council. We look forward to their deliberations and look forward to what the next 25 years.

Rowan Caseley, Mayor
Town of Kensington

Town of Kensington - Request for Decision

Date: September 8, 2021	Request for Decision No: 2021-49
Topic: Resolution to Remove Project # 9.5.3 “Broadway Street South/Barrett Street Sidewalk Installation and Replacement” Project from Capital Investment Plan	
Proposal Summary/Background: Following the submittal of the Town’s most recent Gas Tax Capital Investment Plan re-profiling (approved by Town Council on May 10, 2021, submitted by Staff on June 9, 2021) it was identified by the Infrastructure Secretariat that a resolution from Town Council was required to formally remove Project # 9.5.3, the “Broadway Street South/Barrett Street Sidewalk Installation and Replacement” project from the Capital Investment Plan. Councillors may recall that Project # 9.5.3 was removed from the Plan as the Broadway Street South portion of the project (Intersection to Barrett Street) was moved to a new project called “Sidewalk Improvements and Replacement” and the Barrett Street Portion was moved to a new project called Barrett Street/Broadway Street/Victoria Street Sidewalk Installation, which, in addition to Gas Tax, is also being 50% funded through the Province’s Active Transportation Funding Program.	
Benefits: <ul style="list-style-type: none">• None noted.	
Disadvantages: <ul style="list-style-type: none">• None noted.	
Discussion/Comments: It is recommended by the CAO that Town Council adopt a resolution to remove Project 9.5.3 the “Broadway Street South/Barrett Street Sidewalk Installation and Replacement” from their Gas Tax Capital Investment Plan.	
Options:	

1. Adopt the resolution, as recommended.
2. Not pass the resolution and keep the project in the Town's Capital Investment Plan.
3. Refer the matter back to staff for further deliberation.

Costs/Required Resources:

N/A

Source of Funding:

N/A

Recommendation:

That Town Council consider and adopt the following resolution(s):

BE IT RESOLVED THAT Town Council formally remove Project 9.5.3 the "Broadway Street South/Barrett Street Sidewalk Installation and Replacement" project from their Capital Investment Plan, under the New Deal for Cities and Communities.

Town of Kensington - Request for Decision

Date: September 8, 2021	Request for Decision No: 2021-50						
Topic: Public Works Maintenance Shop Upgrades – Installation of Heating System							
Proposal Summary/Background: <p>Included in Town Council's capital budget for 2021/22 was \$7,500.00 for the installation of heating in the Public Works Maintenance Shop (storage building). The building was insulated, and the walls finished in 2020 in anticipation that the building would be provided with heat in 2021. The building also saw electrical upgrades in 2020 to provide for lighting and heating. A cement floor was added to the building in 2019.</p> <p>The building is primarily used for storage of the town float and maintenance related equipment.</p> <p>Two quotes were requested to complete the installation from Capital T Electric and Copper Shore Electric:</p> <p><u>Capital T Electric</u></p> <table><tr><td>5000W Electric Heater w/Thermostat</td><td>\$2,350.00 plus HST</td></tr><tr><td>18,000 BTU Heat Pump</td><td>\$3,800.00 plus HST</td></tr></table> <p><u>Copper Shore Electric</u></p> <table><tr><td></td><td>\$4,995.00 plus HST</td></tr></table>		5000W Electric Heater w/Thermostat	\$2,350.00 plus HST	18,000 BTU Heat Pump	\$3,800.00 plus HST		\$4,995.00 plus HST
5000W Electric Heater w/Thermostat	\$2,350.00 plus HST						
18,000 BTU Heat Pump	\$3,800.00 plus HST						
	\$4,995.00 plus HST						
Benefits: <ul style="list-style-type: none">• Will provide a tempered building for the storage of town equipment and the completion of maintenance.							
Disadvantages: <ul style="list-style-type: none">• None noted.							

Discussion/Comments:

It is recommended that Town Council adopt a resolution authorizing staff to award a contract to Capital T Electric to install a heat pump at the Public Works Storage Building as per their quote dated August 19, 2021, in the amount of \$3,800.00 plus HST.

Options:

1. Award the contract to Capital T Electric, as recommended.
2. Award the contract to Copper Shore Electric.
3. Not award a contract.
4. Refer the matter back to staff for further deliberation.

Costs/Required Resources:

\$3,800.00 plus HST

Source of Funding:

Public Works 2021/22 Capital

Recommendation:

That Town Council consider and adopt the following resolution(s):

BE IT RESOLVED THAT Town Council award a contract to Capital T Electric for the installation of a heat pump unit at the Public Works Storage Building as per their quote dated August 19, 2021, in the amount of \$3,800.00 plus HST.

Town of Kensington - Request for Decision

Date: September 9, 2021	Request for Decision No: 2021-51
Topic: Development Permit Application – 30 Pleasant Street (Former Roman Catholic Church Parish)	
Proposal Summary/Background: <p>A Development Permit Application has been submitted by Scott O'Brien to convert the former Roman Catholic Parish building to a three-unit apartment style building. The application has been reviewed by Town staff and DV8 Consulting and is recommended for approval.</p> <p>It is understood that the developer is working through the Provincial Building Permit process and that no entranceway permit is required for the development. The existing driveway will be expanded as per the attached site plan to provide the five (5) parking spaces required under the Town's Bylaw. The Developer has been informed that any sidewalk removal/modification will have to be reinstated as per the Town's standard.</p> <p>The property was re-zoned by Town Council (and the Minister of Communities) in 2021 from its former designation of Public Service and Institutional (PSI) to Multi-Unit Residential (R3).</p>	
Benefits: <ul style="list-style-type: none">• None noted.	
Disadvantages: <ul style="list-style-type: none">• None noted.	
Discussion/Comments: <p>The development permit application was reviewed against the Town's Development Control Bylaw and Official Plan and is found to be in general compliance therewith. It is recommended by the CAO and DV8 Consulting that Town Council approve the development permit application as submitted.</p>	

Options:

1. Approve the development permit application, as recommended.
2. Not approve the development permit application.
3. Refer the matter(s) back to staff for further direction and deliberation.

Costs/Required Resources:

N/A

Source of Funding:

N/A

Recommendation:

That Town Council consider and adopt the following resolution(s):

BE IT RESOLVED THAT Kensington Town Council approve a development permit application for the conversion of a structure located at 30 Pleasant Street from its original Institutional use to a Multi-Unit Residential use, subject to full compliance with the Town's Development Control Bylaw and all other applicable municipal, provincial, and federal legislation and regulations.



Mailing Address:
55 Victoria Street E
PO Box 418
Kensington, PE
C0B 1M0

Tel: 902-836-3781
Fax: 902-836-3741
Email: CAO@kensington.ca
Website: www.kensington.ca

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

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 30 Pleasant Street Property Tax Number (PID): Part of 78014
Lot No.: 21-1 Subdivision Name _____ Current Zoning: R3
Are there any existing structures on the property?: ☐ No ☒ Yes, please describe:
A two-storey side-split home that was converted into church parish office

Land Purchased from St. Mary's Parish Year Purchased 2021

Location of Development	Property Size	
<input type="checkbox"/> North <input type="checkbox"/> East	Road Frontage	<u>119</u> Acreage <u>0.45</u>
<input checked="" type="checkbox"/> South <input type="checkbox"/> West	Property Depth	<u>161</u> Area sq. ft. <u>1979</u>

2. Contact Information

APPLICANT Name: Scott O'Brien Address: 11 Rogers Lane,
Phone: 9023162997 Cell: 9023162997 Charlottetown, PE
Email: S.j.obrien1988@gmail.com Postal Code: C1A0A3

Same as Above: ☒
Name: _____ Address: _____
OWNER Phone: _____ Cell: _____
Email: _____ Postal Code: _____

CONTRACTOR, ARCHITECT OR ENGINEER Name: Scott O'Brien Address: 11 Rogers Lane
Phone: 9023162997 Cell: 9023162997 Charlottetown, PE
Email: s.j.obrien1988@gmail.com Postal Code: C1A0A3

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 checked="" type="checkbox"/> Multi-Unit Res. (R3)	<input type="checkbox"/> Mini Home (RM1)	<input type="checkbox"/> Decks/Fence/Pools	

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

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
<u>2</u>	<u>4</u>	<u>3</u>	Width <u>25</u> Length <u>60</u>

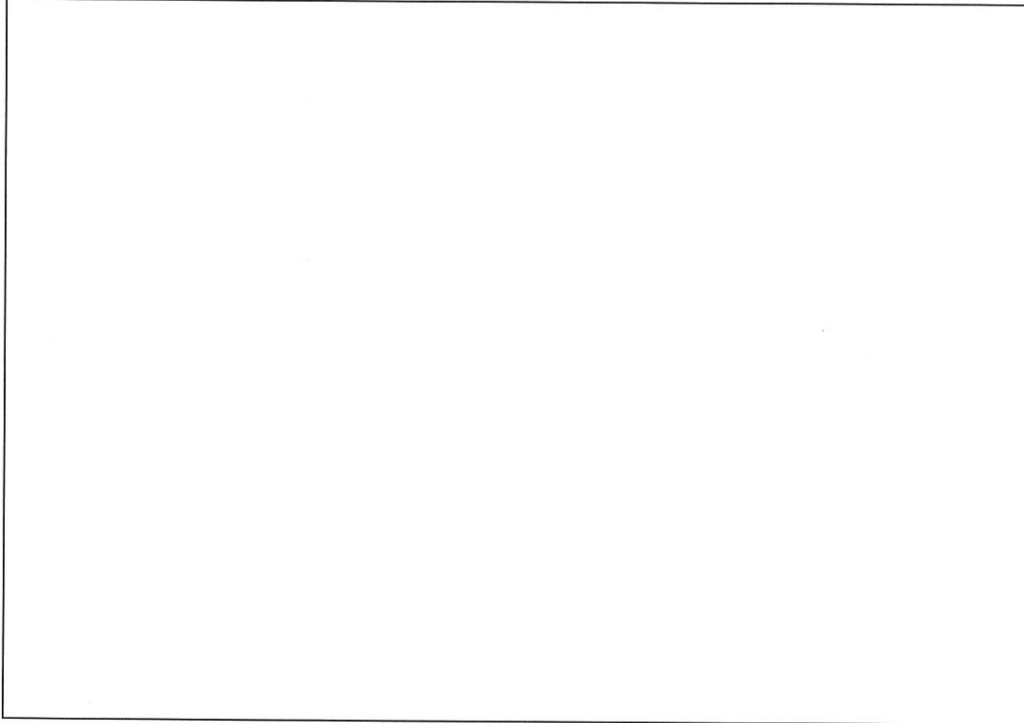
Detailed Project Description: Converting the existing structure into three rental units. Each level will be
It's own unit and the current front door will be the main entrance for all three units. There will
be no additions made to the structure.

Estimated Value of Construction (not including land cost): \$30,000

Projected Start Date: July 31, 2021 **Projected Date of Completion:** October 31, 2021

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.

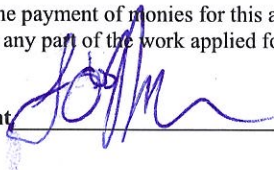


I DO SOLEMNLY DECLARE & CERTIFY:

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



Date:

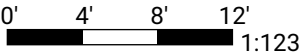
July 16/21

NAME
Project 1

LOCATION
30 Pleasant Street
Kensington
PE
Canada

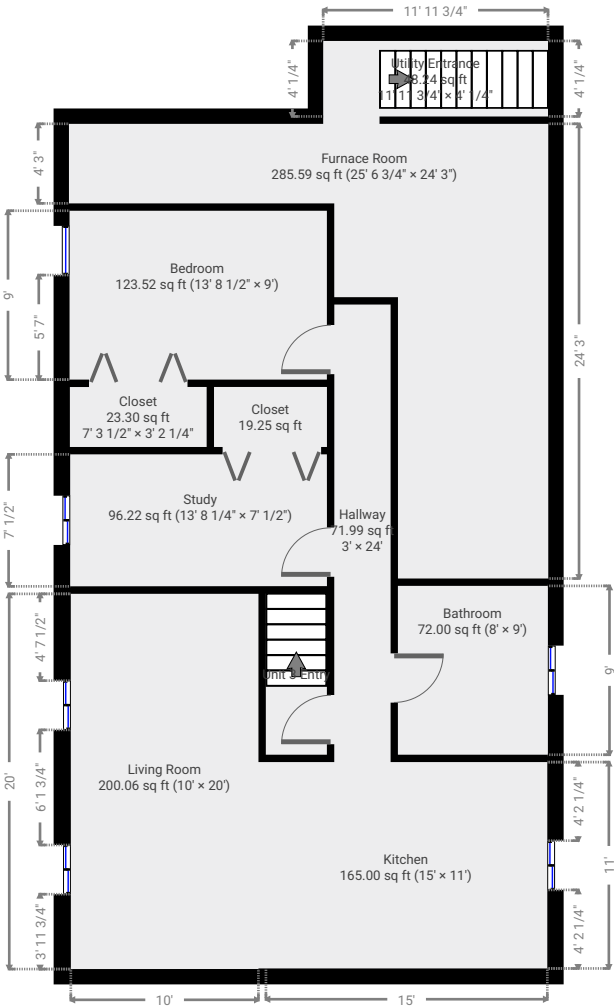
DETAILS
Total area: 2743.85 sq ft
Living area: 1611.14 sq ft
Floors: 3
Rooms: 11

THIS FLOORPLAN IS PROVIDED WITHOUT WARRANTY OF ANY KIND. SENSOPIA DISCLAIMS ANY WARRANTY INCLUDING, WITHOUT LIMITATION, SATISFACTORY QUALITY OR ACCURACY OF DIMENSIONS.



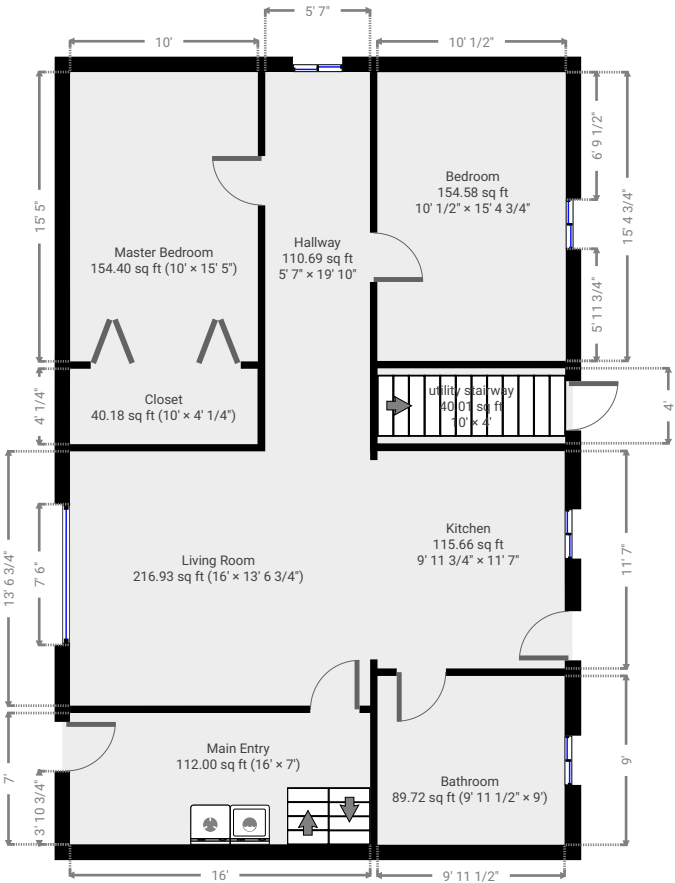
▼ Basement

TOTAL AREA: 1132.71 sq ft • LIVING AREA:
0.00 sq ft • ROOMS: 4



▼ 1st Floor

TOTAL AREA: 1033.46 sq ft • LIVING AREA:
1033.46 sq ft • ROOMS: 4

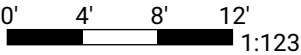


NAME
Project 1

LOCATION
30 Pleasant Street
Kensington
PE
Canada

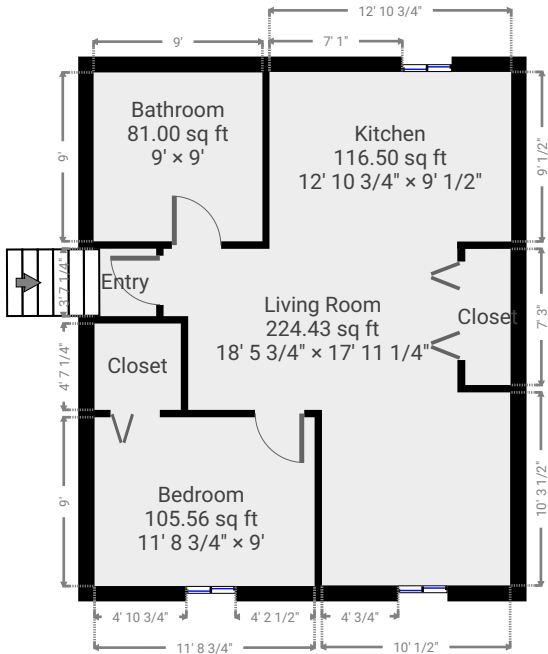
DETAILS
Total area: 2743.85 sq ft
Living area: 1611.14 sq ft
Floors: 3
Rooms: 11

THIS FLOORPLAN IS PROVIDED WITHOUT WARRANTY OF ANY KIND. SENSOPIA DISCLAIMS ANY WARRANTY INCLUDING, WITHOUT LIMITATION, SATISFACTORY QUALITY OR ACCURACY OF DIMENSIONS.



▼ 2nd Floor

TOTAL AREA: 577.68 sq ft • LIVING AREA:
577.68 sq ft • ROOMS: 3



Town of Kensington - Request for Decision

Date: September 9, 2021	Request for Decision No: 2021-52
Topic: Development Permit Application – 24 Park Road	
Proposal Summary/Background: <p>A Development Permit Application has been submitted by Eric Brookins, owner of a property at 24 Park Road, to construct a new 80' x 20' storage building at the south-eastern end of his property. Further, he is requesting Town Council's consideration and approval of a variance of approximately 5 feet to allow the rear building line of the new structure to align with the existing structure on the property.</p> <p>The rear yard requirement in the Industrial Zone (M1) is 25 feet. The property owner is requesting consideration to reduce the rear yard requirement to 20 feet "to align the new building and the old building symmetrically on our property".</p> <p>The Development Permit application also provides for a renovation to an existing building on the property (building #1 on the attached drawing) to accommodate office space. The front side (west facing) of the building will be renovated with new doors and windows to allow for a new entranceway/reception area. Two offices will be constructed in the building however no expansion of the footprint of the building is proposed.</p> <p>The application also provides for some improvements and general site work including the addition of a second access/egress to the property (approved by the Province previously), parking, and portable storage area.</p> <p>The property owner indicates in their application that the project will greatly improve the appearance of their property located on the corner of the Industrial Park.</p>	
Benefits: <ul style="list-style-type: none">• None noted.	

Disadvantages:

- None noted.

Discussion/Comments:

The development permit application was reviewed against the Town's Development Control Bylaw and Official Plan and is found to be in general compliance therewith. It is recommended by the CAO that Town Council approve the development permit application as submitted.

It is further recommended that the variance on the rear yard requirement from 25 feet to 20 feet be approved, as requested. The east end of the subject property borders on a parking lot associated with the Kensington Enterprise Centre of which the parking area measures approximately 118 feet in width by approximately 180 feet in length. There would be virtually no impact on the neighbouring property, and it should improve the aesthetics of the property.

Options:

1. Approve the development permit application and variance, as recommended.
2. Not approve the development permit application.
3. Not approve the variance.
4. Refer the matter(s) back to staff for further direction and deliberation.

Costs/Required Resources:

N/A

Source of Funding:

N/A

Recommendation:

That Town Council consider and adopt the following resolution(s):

WHEREAS an application has been made for the construction of a new building, renovation of an existing building, construction of a new driveway and other general site work on a property located at 24 Park Road in the Kensington Industrial Park;

AND WHEREAS an application has been made for Town Council's consideration of authorizing a variance on the rear yard requirement of the property from 25 feet to 20 feet;

AND WHEREAS Section 18.1(4) of the Town's Development Control Bylaw authorizes Town Council to authorize a variance in excess of ten (10%) percent 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 purpose of the Bylaw;

AND WHEREAS the development permit application and variance application have been reviewed by staff and is being recommended for approval;

BE IT RESOLVED THAT Town Council approve a variance on the rear yard requirement for a property located at 24 Park Road in the Kensington Industrial Park (PID No 917583) to reduce the requirement from 25 feet to 20 feet;

BE IT FURTHER RESOLVED THAT Town Council approve a development permit application for a property located at 24 Park Road (PID No 917583) to construct a new 80' x 20' storage building, to renovate an existing building on the property to accommodate the addition of office space and a reception area, to construct a new access to the property and other general site work, subject to compliance with the Town's Development Control Bylaw and all other applicable municipal, provincial and federal legislation and regulations.



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

For Office Use Only

Permit #:

Date Received: Aug 19/21

Date Approved:

PEI Planning:

Permit Fee: \$ 300 variance ☒ Paid
300 permit

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 24 Park Road Property Tax Number (PID): 917583
Lot No.: _____ Subdivision Name _____ Current Zoning: M1
Are there any existing structures on the property?: ☐ No ☒ Yes, please describe:
10 unit storage building and 2 bay-garage

Land Purchased from N/A Year Purchased 2000~

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

2. Contact Information

Name: Eric Brookins Address: _____
APPLICANT Phone: 9024399536 Cell: _____
Email: eric@safeddriverspei.com Postal Code: _____

Same as Above: ☐ Name: O.F.P. Inc Address: _____
OWNER Phone: 9024399536 Cell: _____
Email: eric@safeddriverspei.com Postal Code: _____

Name: _____ Address: _____
CONTRACTOR, ARCHITECT OR ENGINEER 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 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 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>0</u>	<u>0</u>	Width <u>20</u> Length <u>80</u>

Detailed Project Description: 20 Unit Sotrage Building on Existing storage building property.

20 units 8X10ft each, 10 per side of building + Driveway expansion

Estimated Value of Construction (not including land cost): 50000

Projected Start Date: 2021/09/01 **Projected Date of Completion:** 2021/10/30

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.

SEE ATTACHED

I DO SOLEMNLY DECLARE & CERTIFY:

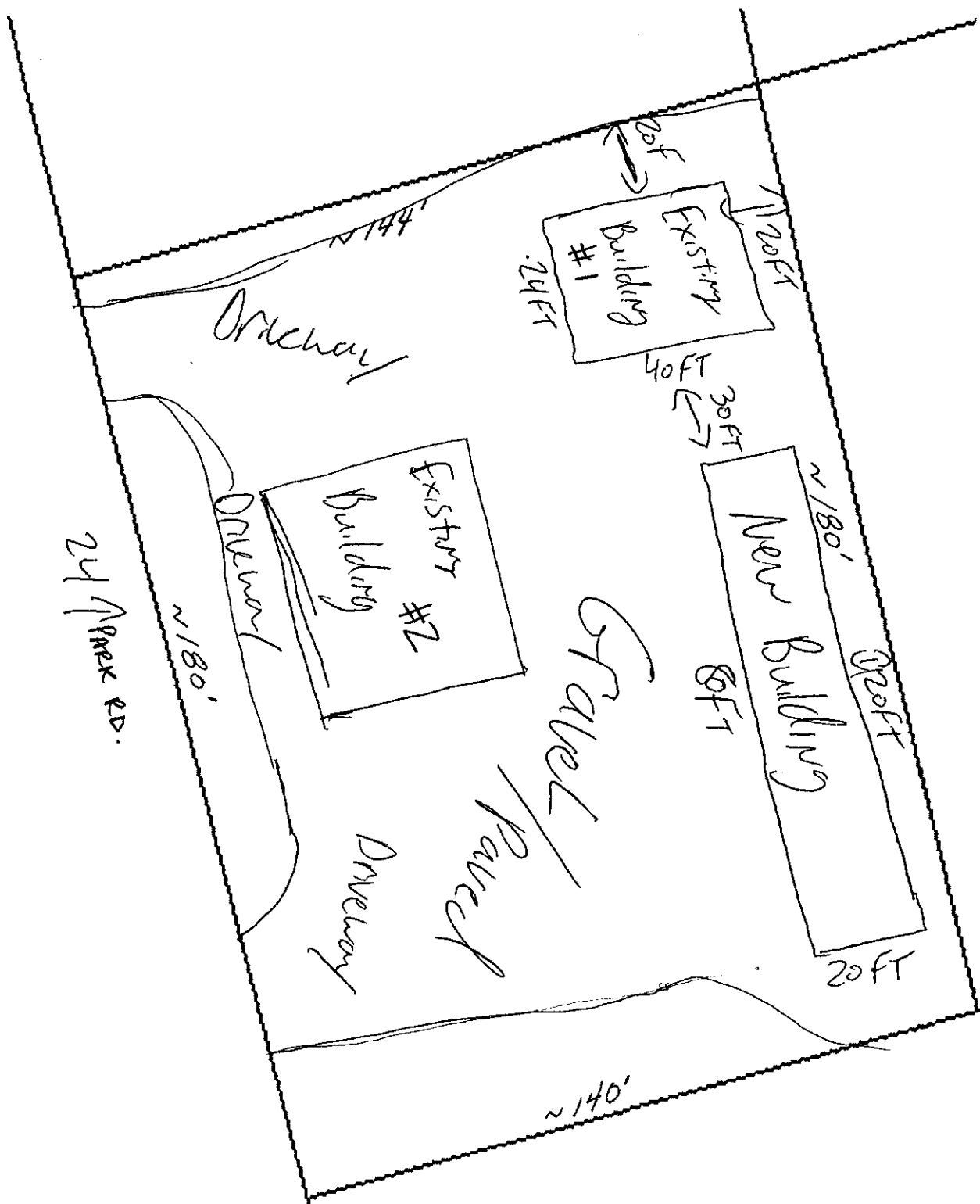
1. That I am the Authorized Agent of the Owner/the Owner named in the Application for a permit hereto attached.
2. That the information contained herein, the attached plans, and other included documents are true and complete and the development will be constructed or carried out in accordance with the 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

Date:

08-19/2021





Kensington Self Storage <admin@kensingtonselfstorage.ca>

24 park Road Development

1 message

Kensington Self Storage <admin@kensingtonselfstorage.ca>

19 August 2021 at 14:03

To: cao@kensington.ca

Hi Geoff,

As discussed, please see attached plan for 24 park road. I will be dropping this off in person this afternoon.

There are 3 main components to this project:

1. A new 80' X 20' ~ storage building located on the eastern side of the property. I am requesting a variance to be granted for this to allow for only a 20ft rear space between the neighboring property. I request this variance as the current storage building (#1 on the drawing) was built with 20ft~ rear margin. Allowing this variance will permit us to align the new building and the old building symmetrically on our property.
2. Renovating the Existing building #1 to accommodate office space. The front side (West) of this building will be renovated with new doors and windows to allow for an entryway/reception area. A couple of offices will be built within the building. The overall footprint of the building will not change.
3. Finishing the remainder of the property as driveway/parking/portable storage area and adding second driveway access to park road.

Overall this project will greatly improve the appearance of our property located on the corner of the industrial park. I, therefore, ask that the town council approve this minor variance and allow us to continue with our development plan.

Thank you,
Eric Brookins, MBA
(902) 439-9536

 **2021 Building Application TOK.pdf**
1331K

Town of Kensington - Request for Decision

Date: September 9, 2021	Request for Decision No: 2021-53 (Office Use Only)
Topic: Consolidation/Subdivision of Lands of the Town of Kensington and E&W Brown Holdings Inc. – Kensington Business Park	
Proposal Summary/Background: <i>**Town Council originally approved the consolidation and subdivision plans in May of 2021 (motion to be rescinded). Since that time, some errors were found in the original plan and our legal counsel have advised that they would like to see an indication within the resolution that it is the Town's intent to zone the properties to Industrial (MI).**</i> Staff are requesting Town Council's approval of the attached subdivision plans (19257-S01 (Business Park) and 19257-S02 (entrance to Business Park)), drawn by Locus Survey's Ltd. Survey Plan No. 19257-S01 consolidates the former Waugh Property and Caseley property into a singular property and subsequently subdivides the singular parcel into 38 new business park lots. As Councillors are aware, the construction of the Business Park began on or about June 1 st , 2021. Survey Plan No. 19257-S02 consolidates Parcel A (Town's initial right of way into the business park) to PID No. 76216, being property of E&W Brown Holdings Inc.; subdivides Parcel B from PID No. 76216 and consolidates Parcel B to 76406. Attached to this Request for Decision are the plans of subdivision.	
Benefits: <ul style="list-style-type: none">• Facilitates the development of the Kensington Business Park.	
Disadvantages: <ul style="list-style-type: none">• N/A	

Discussion/Comments:

The subject properties currently carry no zoning designations as the properties have only recently been restructured inside the municipal boundary of Kensington. It is expected that appropriate zoning designations will be applied over the next several months. It is anticipated that the properties will carry an industrial designation.

Staff have reviewed the subdivision and consolidation plans and find them in general compliance with the Development Control Bylaw.

Options:

1. Approve the subdivisions/consolidations as proposed.
2. Not approve the subdivisions/consolidations plan.
3. Refer the matter back to staff for further deliberation.

Costs/Required Resources:

N/A

Source of Funding:

N/A

Recommendation:

It is recommended that Town Council consider and adopt the following resolutions to rescind the May 10, 2021 approving resolution, to re-approve the consolidation plan to approve the revised plan of subdivision, as revised on July 27, 2021:

Resolution 1 (Rescission of May 10, 2021 Resolution)

BE IT RESOLVED THAT Town Council rescind the following resolution from the May 10, 2021 regularly held meeting approving Survey Plan Numbers 19257-S02 and 19257-S01:

“WHEREAS a subdivision/consolidation plan (Plan #19257-S02) has been drafted to facilitate the transfer of property between the Town of Kensington and E&W Brown Inc.;

AND WHEREAS a subdivision/consolidation plan has been drafted to facilitate the consolidation of the former Waugh and Caseley Properties and to subdivide the consolidated property into 38 business park lots;

BE IT RESOLVED THAT approval be granted to consolidate Parcel A with PID No. 76216, being lands of E&W Brown Inc., as per Survey Plan No. 19257-S02, dated May 5, 2021, drawn by Locus Surveys Ltd;

BE IT FURTHER RESOLVED THAT approval be granted to subdivide Parcel B from PID No. 76216, being lands of E&W Brown Inc., as per Survey Plan No. 19257-S02, dated May 3, 2021, drawn by Locus Surveys Ltd;

BE IT FURTHER RESOLVED THAT approval be granted to consolidate Parcel B to PID No. 767673, being lands of the Town of Kensington, as per Survey Plan No. 19257-S02, dated May 3, 2021, drawn by Locus Surveys Ltd;

BE IT FURTHER RESOLVED THAT approval be granted to consolidate PID No.'s 76406 and 767673, being lands of the Town of Kensington, as per Survey Plan No. 19257-S01, dated May 3, 2021, drawn by Locus Surveys Ltd;

BE IT FURTHER RESOLVED THAT approval be granted to subdivide the previously approved consolidated properties, PID No.s 76406 and 767673, into 38 business park lots, associated right of ways, and remaining lands, as per Survey Plan No. 19257-S01, dated May 3, 2021, drawn by Locus Surveys Ltd."

Resolution 2 (Property Consolidation/Subdivision)

WHEREAS a subdivision/consolidation plan (Plan #19257-S02) has been drafted to facilitate the transfer of property between the Town of Kensington and E&W Brown Inc.;

AND WHEREAS the subdivision/consolidation plan has been drafted to facilitate the subdivision of Parcel A from PID No 767673 (former Caseley Property) and to consolidate Parcel A to PID No. 76216 (E&W Brown Holdings Inc.);

AND WHEREAS the subdivision/consolidation plan has been drafted to facilitate the subdivision of Parcel B from PID No 76216 and to consolidate Parcel B to PID No. 767673);

BE IT RESOLVED THAT approval be granted to subdivide Parcel A from PID No. 767673 and to consolidate Parcel A to PID No. 76216, being lands of E&W Brown Inc., as per Survey Plan No. 19257-S02, dated May 5, 2021, drawn by Locus Surveys Ltd;

BE IT FURTHER RESOLVED THAT approval be granted to subdivide Parcel B from PID No. 76216, being lands of E&W Brown Inc., and to consolidate Parcel B to PID No. 767673, as per Survey Plan No. 19257-S02, dated May 5, 2021, drawn by Locus Surveys Ltd;

Resolution 3 (Business Park Consolidation/Subdivision)

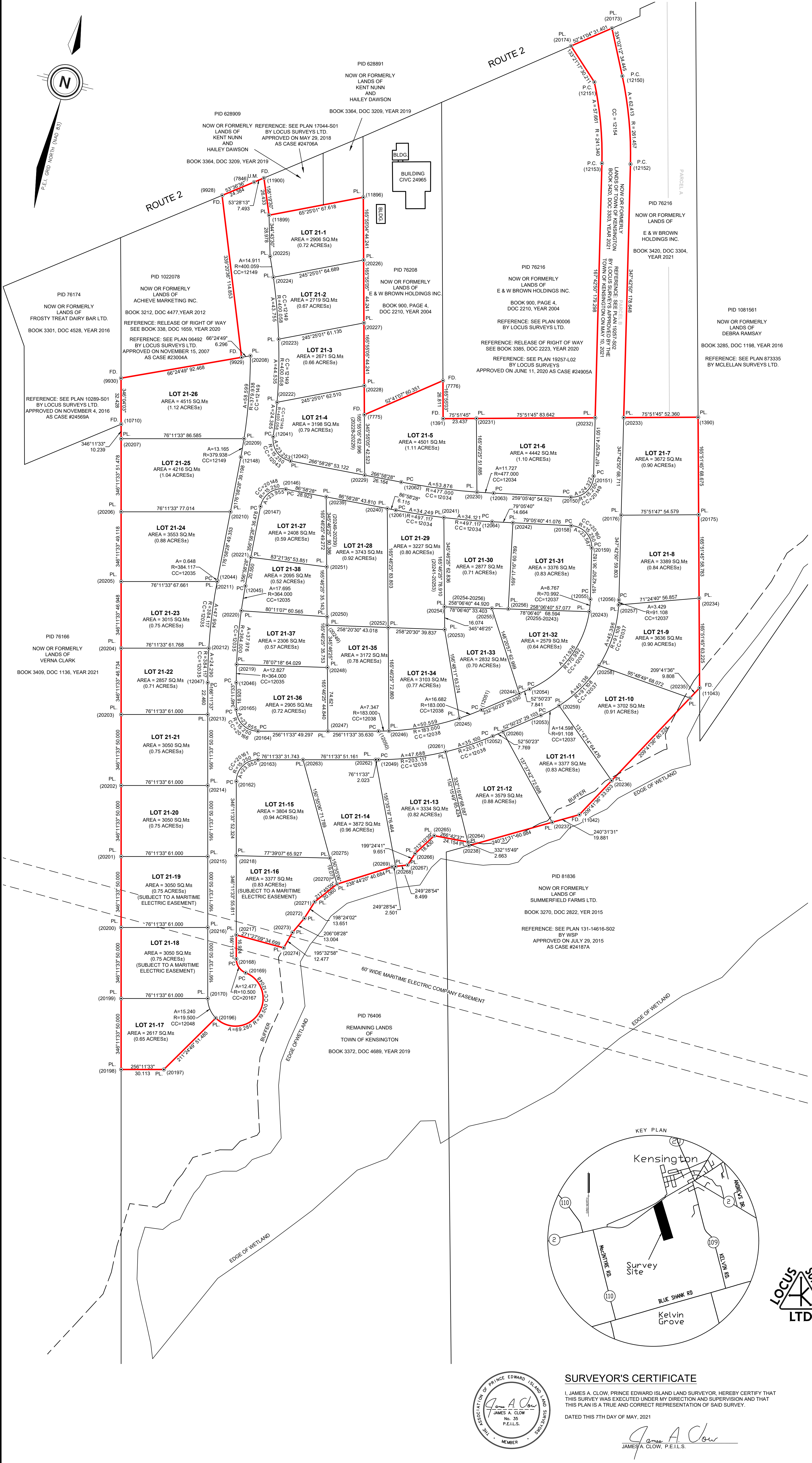
AND WHEREAS a subdivision/consolidation plan (Plan #19257-S01) has been drafted to facilitate the consolidation of PID No's 76406 and 767673 (including the newly consolidated Parcel B) into a singular parcel;

AND WHEREAS subdivision/consolidation plan (Plan #19257-S01) has been drafted to facilitate the subdivision of the newly consolidated properties into 38 business park lots, associated right of ways, and remaining lands;

BE IT RESOLVED THAT approval be granted to consolidate PID No.'s 76406 and 767673 (including the newly consolidated Parcel B), being lands of the Town of Kensington, as per Survey Plan No. 19257-S01, dated May 7, 2021, and revised on July 27, 2021, as drawn by Locus Surveys Ltd;

BE IT FURTHER RESOLVED THAT approval be granted to subdivide the previously approved consolidated properties, PID No's 76406 and 767673 (including the newly consolidated Parcel B), into 38 business park lots, associated right of ways, and remaining lands, as per Survey Plan No. 19257-S01, dated May 7, 2021, and revised on July 27, 2021, as drawn by Locus Surveys Ltd. It is the intention of Town Council to zone the 38 newly created 38 business park lots as Industrial (M1).

BE IT FURTHER RESOLVED THAT Town Council approve the subdivision of Lot 21-17 (Plan #19257-S01) with a reduced lot frontage of 15.240 meters due to its configuration and location facing the new cul-de-sac within the Business Park, as per Section 4.11 of the Town's Development Control Bylaw.



Point	Northing	Easting
1390	709128.890	350465.864
1391	709085.034	350291.736
7775	709074.455	350237.214
7776	709111.039	350285.212
7846	709215.022	350122.667
9928	709200.556	350103.037
9929	709093.087	350143.553
9930	709058.608	350064.579
10710	709027.134	350072.387
11042	708837.102	350451.490
11043	708943.982	350512.436
11896	709223.047	350199.940
11899	709194.918	350138.451
11900	709219.482	350128.688
12034	709010.926	350194.512
12035	708956.570	350548.091
12037	708971.143	350353.415
12038	709038.136	350256.372
12041	709044.151	350178.532
12042	709030.406	350194.512
12043	709045.635	350193.707
12044	708936.296	350164.509
12045	708937.358	350184.598
12046	708869.698	350194.609
12047	708864.897	350175.074
12048	709030.406	350194.512
12049	708840.889	350304.848
12050	708860.424	350300.047
12051	708892.294	350366.913
12052	708876.262	350379.064
12053	708898.535	350408.449
12054	708914.567	350396.298
12055	708986.250	350422.781
12056	708990.531	350442.437
12061	709014.502	350274.750
12062	709034.591	350273.688
12063	709042.580	350338.756
12064	709024.787	350342.581
12148	709024.724	350159.836
12149	709004.672	349780.424
12150	709349.486	350356.675
12151	709340.679	350338.588
12152	709300.658	350377.075
12153	709286.377	350336.418
12154	709235.022	350121.606
12146	709010.341	350196.012
12147	708994.307	350181.588
12148	708995.112	350196.817
12149	709037.830	350389.407
12150	709052.855	350392.292
20151	709071.075	350404.307
20158	709033.333	350397.295
20159	709021.603	350415.081
20160	709018.358	350400.181
20161	708905.811	350415.081
20162	708802.171	350211.205
20163	708820.620	350222.375
20164	708840.155	350217.574
20165	708851.325	350199.125
20166	708854.965	350213.934
20167	708863.291	350221.241
20168	708680.725	350241.052
20169	708672.836	350249.767
20170	708648.865	350228.166
20173	709380.455	350341.595
20174	709361.420	350316.621
20175	709363.637	350326.637
20176	709048.964	350429.711
20196	708636.877	350236.939
20197	708592.939	350210.104
20198	708585.752	350180.862
20199	708634.307	350168.929
20200	708682.862	350156.996
20201	708731.471	350145.063
20202	708779.973	350133.130
20203	708828.528	350121.197
20204	708873.911	350110.043
20205	708919.812	350098.839
20206	708967.201	350087.116
20207	709017.192	350074.830
20208	709095.606	350149.323
20209	709037.856	350158.913
20210	708985.581	350161.905
20211	708981.540	350164.544
20212	708888.652	350170.026
20213	708843.086	350180.434
20214	708794.531	350192.367
20215	708745.976	350204.300
20216	708697.421	350216.233
20217	708697.160	350237.013
20218	708751.359	350223.693
20219	708882.206	350191.768
20220	708919.718	350185.961
20221	708957.879	350183.514
20222	709068.308	350175.389
20223	709111.792	350170.874
20224	709153.225	350151.879
20225	709166.963	350146.085
20226	709180.136	350210.704
20227	709137.225	350221.468
20228	709094.313	350232.233
20229	709033.210	350247.560
20230	709040.464	350327.214
20231	709090.758	350314.463
20232	709111.186	350395.572
20233	709116.102	350415.090
20234	709005.292	350296.994
20235	708935.462	350297.578
20236	708885.772	350467.838
20237	708827.320	350434.182
20238	708797.314	350381.091
20239	709011.867	350224.895
20240	709014.179	350268.643
20241	709017.486	350308.861
20242	709025.561	350356.961
20243	708977.590	350424.113
20244	708909.830	350390.048
20245	708882.837	350353.177
20246	708862.320	350307.144
20247	708851.921	350265.446
20248	708895.385	350254.426
20249	708924.253	350247.107
20250	708930.042	350245.640
20251	708964.107	350237.003
20252	708932.946	350289.238
20253	708948.996	350328.254
20254	708956.577	350324.304
20255	708963.459	350356.990
20256	708965.831	350368.260
20257	708987.167	350443.103
20258	708942.357	350435.857
20259	708908.245	350419.328
20260	708880.955	350385.255
20261	708857.577	350349.403
20262	708840.406	350302.883
20263	708828.196	350253.201
20264	708799.670	350379.852
20265	708798.284	350355.738
20266	708782.859	350345.652
20267	708773.757	350342.445
20268	708770.778	350334.485
20269	708769.901	350332.143
20270	708749.788	350227.365
20271	708732.928	350285.083
20272	708719.975	350280.774
20273	708708.301	350275.045
20274	708696.281	350271.700
20275	708765.457	350288.094

LEGEND:

- PL PLACED SURVEY MARKER
- FD FOUND SURVEY MARKER
- PL PLACED
- FD FOUND
- P.I.D. NO. PROPERTY IDENTIFICATION NUMBER
- SQ.M. SQUARE METRES
- U.M. UNMONUMENTED POINT
- CC CENTRE CURVE
- PC POINT OF CURVATURE

NOTES:

FIELD SURVEYS WERE CARRIED OUT ON JANUARY 23, 2020.

THIS PLAN IS METRIC AND ALL DISTANCES ARE IN METRES UNLESS OTHERWISE SPECIFIED.

DIRECTIONS ARE AZIMUTHS REFERENCED TO GRID NORTH.

COORDINATES SHOWN HEREON ARE DERIVED FROM OBSERVATIONS TO LOCAL PEI CONTROL MONUMENT 3927. PLANE COORDINATES PUBLISHED THEREON ARE REALIZED FROM A DOUBLE STEREOGRAPHIC PROJECTION REFERENCED TO A CANADIAN SPATIAL REFERENCE SYSTEM, NAD83 (CSRS).

THE DESIGNATORS, LOTS 21-1 THROUGH 21-38, ORIGINATE WITH THIS DRAWING.

FINAL APPROVAL IS REQUESTED FOR LOTS 21-1 THROUGH 21-38.

REV.	DESCRIPTION	DATE
1	SHOWING PARCEL B AS LANDS OF TOWN OF KENSINGTON. SHOWING PARCEL A AS LANDS OF E & W BROWN HOLDINGS INC.	JULY 27, 2021

LOCUS SURVEYS LTD.
16 PARK ROAD
P.O. BOX 35
KENSINGTON, P.E.I.
C0B 1M0
PHONE 902-836-3823

**Plan of Survey Showing
a Subdivision of the Lands of
TOWN OF KENSINGTON**

PID 76406 AND 767673
KENSINGTON
LOT/TOWNSHIP 19
COUNTY OF PRINCE
PROVINCE OF PRINCE EDWARD ISLAND

SURVEYOR'S CERTIFICATE

I, JAMES A. CLOW, PRINCE EDWARD ISLAND LAND SURVEYOR, HEREBY CERTIFY THAT THIS SURVEY WAS EXECUTED UNDER MY DIRECTION AND SUPERVISION AND THAT THIS PLAN IS A TRUE AND CORRECT REPRESENTATION OF SAID SURVEY.

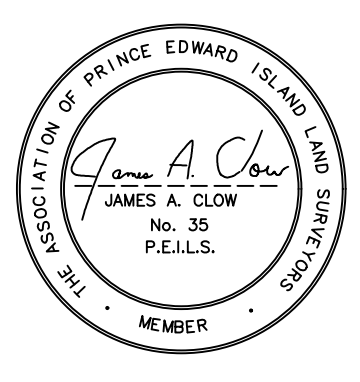
DATED THIS 7TH DAY OF MAY, 2021

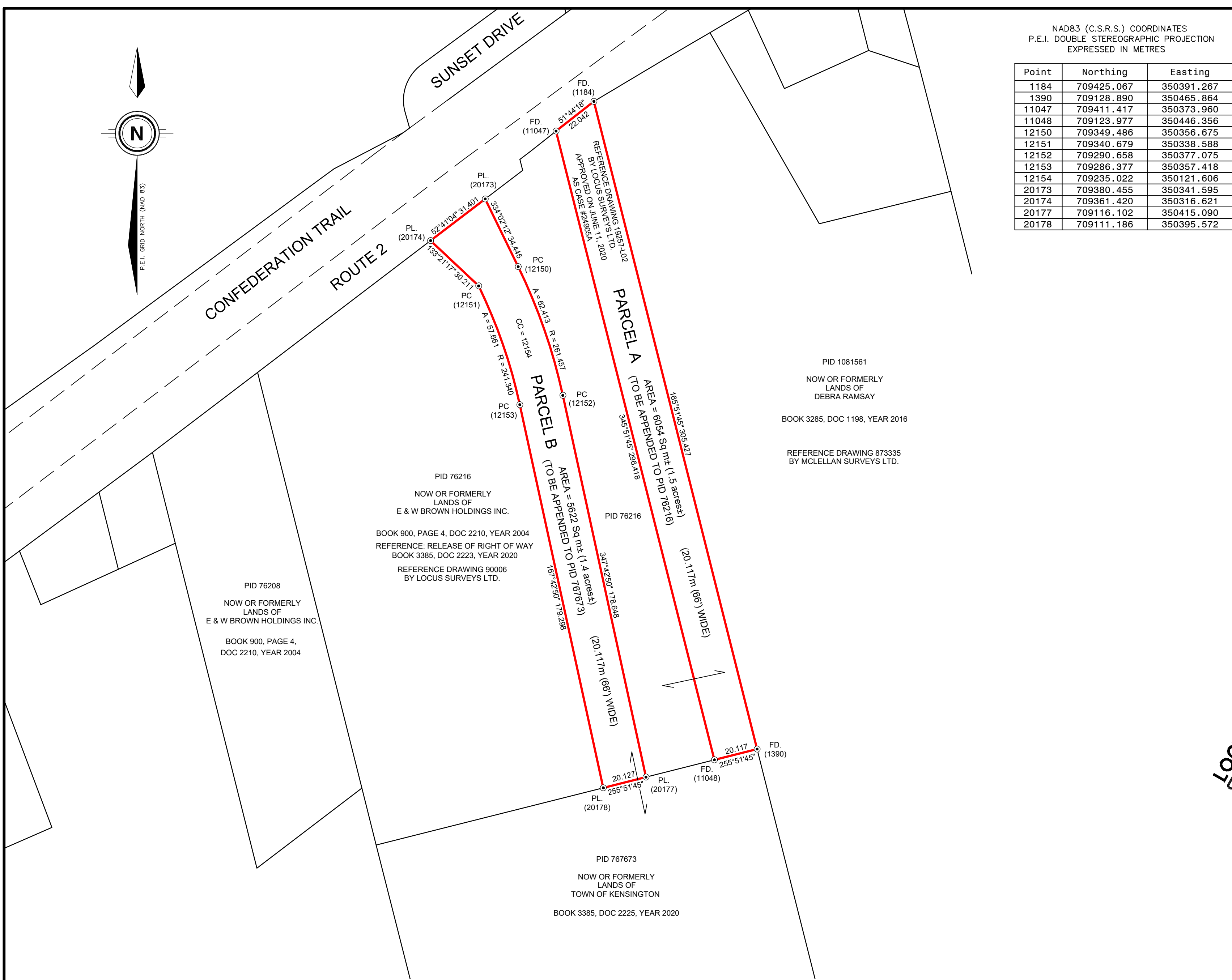
James A. Clow
JAMES A. CLOW, P.E.I.L.S.

0 12.5 25 50 75

SCALE: 1:1,250 (metric)

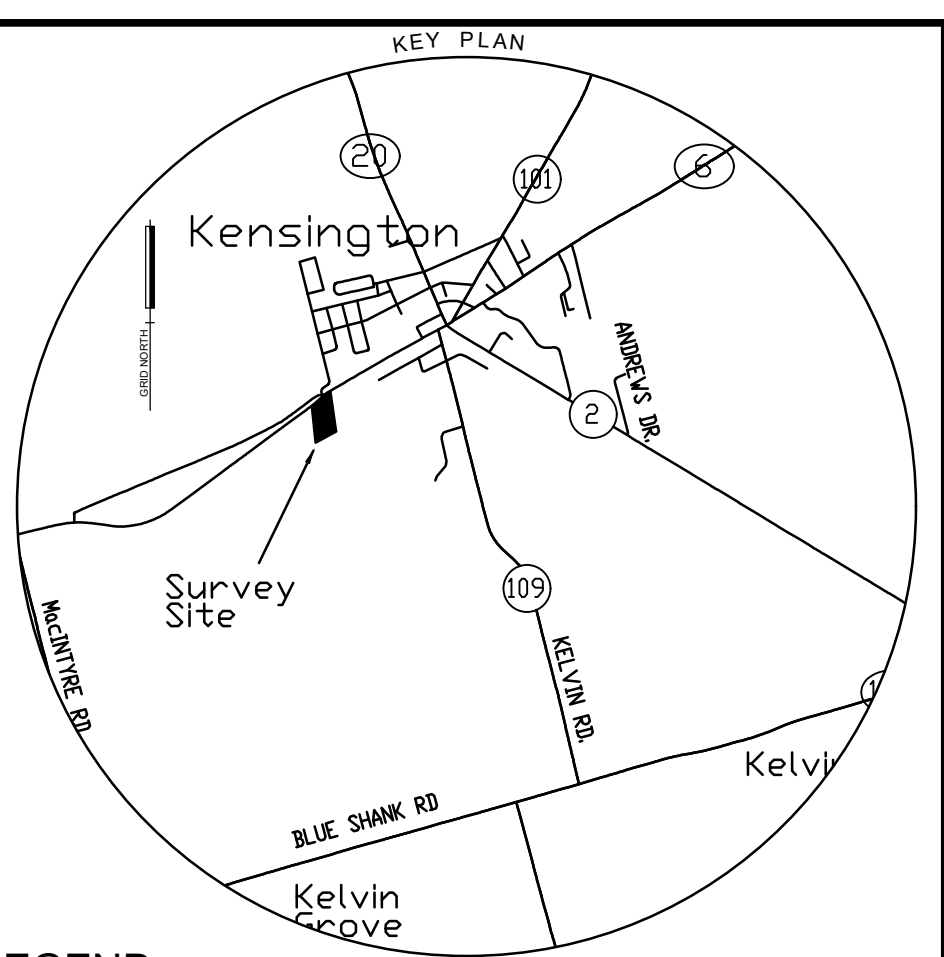
DATE: MAY 7, 2021
DWG NO: 19257-S01





NAD83 (C.S.R.S.) COORDINATES
P.E.I. DOUBLE STEREOGRAPHIC PROJECTION
EXPRESSED IN METRES

Point	Northing	Easting
1184	709425.067	350391.267
1390	709128.890	350465.864
11047	709411.417	350373.960
11048	709123.977	350446.356
12150	709349.486	350356.675
12151	709340.679	350338.588
12152	709290.658	350377.075
12153	709286.377	350357.418
12154	709235.022	350121.606
20173	709380.455	350341.595
20174	709361.420	350316.621
20177	709116.102	350415.090
20178	709111.186	350395.572



LEGEND:

- PL. PLACED SURVEY MARKER
- FD. FOUND SURVEY MARKER
- PL. PLACED
- FD. FOUND
- P.I.D. NO. PROPERTY IDENTIFICATION NUMBER
- SQ.M. SQUARE METRES
- U.M. UNMONUMENTED POINT
- PC POINT OF CURVATURE
- CC CENTRE OF CURVE

NOTES:

FIELD SURVEYS WERE CARRIED OUT ON JANUARY 23, 2020.

THIS PLAN IS METRIC AND ALL DISTANCES ARE IN METRES UNLESS OTHERWISE SPECIFIED.

DIRECTIONS ARE AZIMUTHS REFERENCED TO GRID NORTH.

COORDINATES SHOWN HEREON ARE DERIVED FROM OBSERVATIONS TO LOCAL PEI CONTROL MONUMENT 3927. PLANE COORDINATES PUBLISHED THEREON ARE REALIZED FROM A DOUBLE STEREOGRAPHIC PROJECTION REFERENCED TO A CANADIAN SPATIAL REFERENCE SYSTEM, NAD83 (CSRS).

THE DESIGNATOR, PARCEL A, ORIGINATES WITH DRAWING 19257-L02 BY LOCUS SURVEYS LTD.

THE DESIGNATOR, PARCEL B, ORIGINATES WITH THIS DRAWING.

PARCEL A IS TO BE APPENDED TO PID 76216.

PARCEL B IS TO BE APPENDED TO PID 767673.



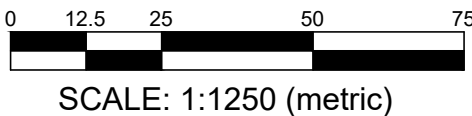
LOCUS SURVEYS LTD.

16 PARK ROAD
P.O. BOX 35
KENSINGTON, P.E.I.
C0B 1M0

PHONE 902-836-3823

Plan of Survey Showing
Parcel A, being a Subdivision of Lands of
TOWN OF KENSINGTON
And Parcel B, being a Subdivision of Lands of
E & W BROWN HOLDINGS INC.

PID 76216 AND 767673
KENSINGTON
LOT/TOWNSHIP 19
COUNTY OF PRINCE
PROVINCE OF PRINCE EDWARD ISLAND



SCALE: 1:1250 (metric)

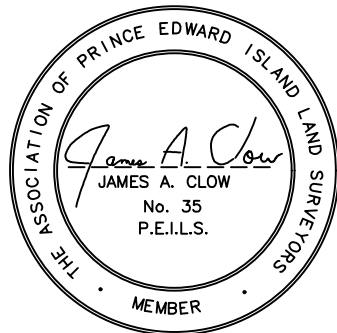
DATE: MAY 5, 2021
DWG NO: 19257-S02

SURVEYOR'S CERTIFICATE

I, JAMES A. CLOW, PRINCE EDWARD ISLAND LAND SURVEYOR, HEREBY CERTIFY THAT THIS SURVEY WAS EXECUTED UNDER MY DIRECTION AND SUPERVISION AND THAT THIS PLAN IS A TRUE AND CORRECT REPRESENTATION OF SAID SURVEY.

DATED THIS 5TH DAY OF MAY, 2021

James A. Clow
JAMES A. CLOW, P.E.I.L.S.



Town of Kensington - Request for Decision

Date: September 9, 2021	Request for Decision No: 2021-54
Topic: Victoria Street East Sidewalk Extension - 2021	
Proposal Summary/Background: <p>The Town recently issued tender documents through WSP for the installation of a sidewalk along north side of Victoria Street East from approximately the entrance to the Queen Elizabeth Elementary School to the entrance of Brookins Drive. The proposed work involves cutting and resurfacing approximately 135 square meters of asphalt, installation of 142 meters of sidewalk, and 30 square meters of asphalt driveway repair.</p> <p>The Victoria Street Sidewalk Installation project tender was issued on August 20, 2021 and closed on September 8, 2021 with one bid being received from Curran and Briggs Ltd.</p> <ul style="list-style-type: none">• Curran and Briggs Ltd. \$99,882.00 plus HST <p>The tender was reviewed by WSP and was deemed a compliant bid. It is therefore recommended that the contract be awarded to Curran and Briggs Ltd. in the amount of \$99,882.00 plus HST. The construction schedule is set for a total of 4 weeks with the project starting on June 3, 2022 and being completed by June 30, 2022. Concern was noted with respect to the work not being completed until 2022. A representative from Curran and Briggs Ltd. indicated that if their schedule allows, they will complete the work in 2021 however with their current slate of projects, it is not anticipated that this project will be completed before 2022.</p>	
Benefits: <ul style="list-style-type: none">• Will provide connectivity between the Brookins Drive Subdivision and the Town's existing sidewalk network.• Will provide pedestrian access to both schools from the Brookins Drive Subdivision.	
Disadvantages:	

- None noted.

Discussion/Comments:

It is recommended by the CAO and WSP that Town Council proceed with the award of the tender to Curran and Briggs Ltd. as they were the only bidder and their tender was deemed compliant.

This project is a part of the Town's overall Active Transportation Project, which is funded partially through the Province's Active Transportation Fund, the Town's Direct Allocation under the Gas Tax Program and the Town's own funds. The Active Transportation Project, including the current project, includes the installation of a sidewalk along Barrett Street (from Garden Drive to Broadway Street South), and along Broadway Street South from Barrett Street to the Confederation Trail. The total project budget (for all three components of the project) is \$476,075.00 inclusive of HST, of which approximately \$86,875.00 (\$75,543 plus HST) was allocated towards the Victoria Street East portion of the project.

This results in this portion of the project being approximately \$24,339.00 over its allocated budget. Staff will attempt to reduce the cost of other phases of the project accordingly to try and bring the overall project in within the allotted budget. This is dependent on many factors and is difficult to estimate at this point in time. If project tenders come in above budget Town Council may have to explore the possibility of increasing their contribution to the project which is currently set at approximately \$48,000 (to the overall Active Transportation project).

Options:

1. Award the tender, as recommended.
2. Not award the tender.
3. Refer the matter(s) back to staff for further direction and deliberation.

Costs/Required Resources:

\$99,882.00 plus HST

Source of Funding:

Active Transportation Fund
Gas Tax Fund – Direct Allocation
Town General Revenues (long term borrowing)

Recommendation:

That Town Council consider and adopt the following resolution(s):

BE IT RESOLVED THAT Kensington Town Council award the contract for the Victoria Street East Sidewalk Installation project to Curran and Briggs Ltd. as per their tender submission in the amount of \$99,882.00 plus HST.



September 09, 2021

Mr. Geoff Baker, CAO
Town of Kensington
P.O. Box 418
Kensington, PE
C0B 1M0

Subject: Victoria Street East Sidewalk Extension - 2021 - Tender Recommendation

Dear Mr. Baker:

Tenders were received for the above project at 1:00 PM, Wednesday, September 08, 2021, and have been reviewed and verified and are attached for your reference.

A summary of the tenders is as follows:

<u>Low Bidder</u>	<u>Bid Amount</u>	<u>Construction Duration</u>
Curran and Briggs Limited	\$114,864.30	June 03/2022 to June 30/2021 = 4 construction weeks

Other Bidders

N/A

It is therefore recommended that the project be awarded to the sole bidder, Curran and Briggs Limited, in the bid amount of \$114,864.30, including HST, if the necessary funds are available.

Please contact me if there are any questions regarding the above.

Best regards,

Spencer Hay, EIT

SH/gd

Encl.
WSP ref.: 211-07907-00

VICTORIA STREET EAST SIDEWALK EXTENSION - 2021 - KENSINGTON
BID REVIEW / COMPARISON

Sept 09, 2021

				<u>Curran and Briggs</u>	
<u>Item</u>	<u>Description</u>	<u>Quantity</u>		<u>Unit Price</u>	<u>Amount</u>
1	Asphalt Cutting and Resurfacing	135	m2	\$148.00	\$19,980.00
2	Concrete Sidewalk - Type 2	142	m	\$476.00	\$67,592.00
3	Asphalt Driveway Repair	30	m2	\$77.00	\$2,310.00
4	Cash Allowance	1	L.S.	\$5,000.00	\$5,000.00
5	Cash Allowance (Maritime Electric)	1	L.S.	\$5,000.00	<u>\$5,000.00</u>
	Subtotal				\$99,882.00
	HST (15%)				<u>\$14,982.30</u>
	Total Tender Amount				\$114,864.30
Construction Schedule				June 3/2022 to June 30/2022	
				= 4 Construction Weeks	

TENDER FORM FOR
VICTORIA STREET EAST
SIDEWALK EXTENSION – 2021
KENSINGTON, PEI

TO: TOWN OF KENSINGTON
55 VICTORIA STREET EAST
KENSINGTON, PE
C0B 1M0

CURRAN AND BRIGGS LIMITED

(Name of Tenderer)

having carefully examined the site of the proposed works and all documents relating thereto, including the Form of Tender, Instructions to Bidders, General Conditions, Specifications, Drawings, accept and agree to the same as forming part and parcel of the Contract for the work described in these documents, and we the undersigned hereby tender and offer, in accordance with the said documents, to enter into a Contract with the Town of Kensington, defined as the Owner, within the time prescribed, to furnish all materials, labour, equipment, matters and things, and to do all work necessary to construct, complete and ready for use within the time stated, in strict accordance with the documents pertaining to the said Contract for the total sum of

ONE HUNDRED FOURTEEN THOUSAND EIGHT HUNDRED SIXTY FOUR DOLLARS AND THIRTY CENTS Dollars

(\$ 114,864.30) or such other sum as may be ascertained in accordance with the Contract.

The aforesaid sum is made up as stated in appended Tender Price Breakdown forming part of this Tender and includes all costs including but not limited to Harmonized Sales Tax on materials to be incorporated into the work.

WE ENCLOSE HEREWITH: A deposit of Ten (10) Percent of the tendered amount in the form of a certified cheque, bank draft or bid bond issued by a Company licensed to carry on such business in Canada.

In the event of this tender being accepted within 60 days of the time stated for the closing of receipt of tenders, and our failing or declining to enter into a contract in the form hereinafter mentioned for the amount of our tender, the said security may be forfeited in lieu of damages to which the Owner may be entitled by reason of our failure or refusal to enter into a contract.

IN SUBMITTING THIS TENDER, we recognize the right to the Owner to accept any tender at the prices submitted, or to reject all tenders.

WE SUBMIT HEREWITH a list of trades we propose to execute ourselves:

ALL OWN FORCES

WE SUBMIT HEREWITH a list of sub-contractors we propose to use on this contract, reserving to us, however, the right to substitute other sub-contractors for any trades in the event of any sub-contractor withdrawing his tender or becoming bankrupt after the date hereof. Any such substitution shall be subject to the prior approval of the Owner.

ALL OWN FORCES UNLESS NOTED ABOVE.

TESTING - FUNOY ENGINEERING

IF WE ARE NOTIFIED OF THE ACCEPTANCE OF THIS TENDER WITHIN THE TIME ABOVE SPECIFIED, WE WILL:

- a) Execute the most recent edition of the "Standard Construction Document" CCDC-4 (Unit Price Contract).
- b) Furnish a Ten (10) Percent Certified Cheque as Performance Deposit or a Fifty (50) Percent Performance Bond and a Fifty (50) Percent Labour and Materials Bond.
- c) Commence work on the 3RD day of JUNE, 2021, and complete the entire work included in the contract on or before the 30th day of JUNE, 2021, resulting in a total number of 4 construction weeks.

Yours truly,

STEVE CAMPBELL
Name (printed)

[Signature]
Signature

KERRY DOUCETTE
Name (printed)

[Signature]
Signature


Schedule of Unit Prices

Victoria Street East Sidewalk Extension – 2021 Kensington, PEI

Item #	Description	Quantity	Unit Price	Total Price
1.	Asphalt Cutting and Resurfacing: including sawcutting, planing, seal, base, gravel and select borrow.	135 m ²	\$ <u>148.00</u>	\$ <u>19,980.00</u>
2.	Concrete sidewalk: including all labour, materials, excavation, backfilling, Class A gravel, moving existing signs, sodding, existing sidewalk demolition as indicated, and all other items as required to place concrete.			
	- Type 2 Sidewalk	142 m	\$ <u>476.00</u>	\$ <u>67,592.00</u>
3.	Asphalt driveway repair, supplied and placed, including but not limited to planing, base preparation, grading, asphalt placement, reinstatement, etc.	30 m ²	\$ <u>77.00</u>	\$ <u>2,310.00</u>
4.	Cash Allowance	1 L.S.	\$ <u>5,000.00</u>	\$ <u>5,000.00</u>
5.	Cash Allowance (Maritime Electric)	1 L.S.	\$ <u>5,000.00</u>	\$ <u>5,000.00</u>
Subtotal =				\$ <u>99,882.00</u>
HST (15%) =				\$ <u>14,982.30</u>
Total Tender Amount = (supplied and installed)				\$ <u>114,864.30</u>

Contractor CURRAN AND BRIGGS LIMITED
Box 1625
SUMMERSIDE, PEI
C1N 2V5

Signature



Town of Kensington - Request for Decision

Date: September 10, 2021	Request for Decision No: 2021-55
Topic: Town of Kensington – New Business/Industrial Park Land Use and Zoning	
Proposal Summary/Background: <p>To proceed with the Business Park Development, it is required that the Town include the properties within its Official Plan General Land Use Map, Zoning Map and that appropriate land use designations and zoning designations be applied (Plan and Bylaw amendments).</p> <p>The required Official Plan and Development Control Bylaw amendments were given to DV8 Consulting to review and to provide a report and recommendations. The report from DV8 Consulting is circulated with this Request for Decision.</p> <p>To facilitate the Plan and Bylaw amendments, it is required that Town Council review the relevant information and direct staff to proceed with the amendment process, if desired. The amendments trigger the legislative requirement for a public meeting to allow impacted residents an opportunity to provide comment on the proposed amendments prior to Town Council's formal consideration.</p>	
Benefits: <ul style="list-style-type: none">• Will allow the Town to proceed with the Business Park Development.• Will allow the Town to start disposing of lots within the Business Park.• Will ensure that development within the Park is according to Town Council's desired land use for the property.• Will ensure that the Business Park is developed in a planned and orderly fashion.	
Disadvantages: <ul style="list-style-type: none">• None noted.	

Discussion/Comments:

See attached report from DV8 Consulting.

It is apparent that the Official Plan General Land Use map will require two concurrent amendments. One to include the new business park properties in the Town's General Land Use Map, and the second to designate the 38 lots as Industrial (M1).

The Zoning Bylaw will require two concurrent amendments. One to include the business park properties in the Town's Zoning map and, a second to zone the 38 lots in the business park as Industrial (M1).

A third amendment to the Development Control Bylaw is proposed. The proposed amendment to the Bylaw would include a modification (amendment) of the permitted uses in the Industrial Zone to provide some additional flexibility on the range of land uses that will be permitted (while continuing to exclude uses that may create land use conflicts) in the Business Park, and in other properties within the Town currently zoned M1. It is proposed that the following be inserted prior to Section 13.2.1 of the Bylaw under the existing subheading "permitted uses"

- 1) Uses as permitted in the General Commercial Zone (C1) Zone subject to the regulations of Section 10 for uses permitted in the C1 Zone, excluding the following uses:
 - a. Hotels, Motels, or other Tourist Establishments
 - b. Institutional Buildings
 - c. Funeral Homes
 - d. Multi-Unit Dwellings
 - e. Child Care Facilities
 - f. Dwelling Units in a Commercial Building

Further explanation and rationale behind the proposed amendments and their support from the Official Plan and Zoning Bylaw policies is attached in the DV8 report and follow-up correspondence (email).

Options:

1. Authorize staff to proceed with the Bylaw and Official Plan amendments, as recommended.
2. Not authorize staff to proceed with the Bylaw and Official Plan amendments.

3. Refer the matter(s) back to staff for further direction and deliberation.

Costs/Required Resources:

N/A

Source of Funding:

N/A

Recommendation:

That Town Council consider and adopt the following resolution(s):

BE IT RESOLVED THAT Kensington Town Council, following a detailed review of the preliminary information provided by staff and DV8 Consulting, authorize staff to proceed with the process to amend the Town of Kensington Official Plan General Land Use Map to include the 38 new business park properties and to apply an Industrial (M1) land use designation to the 38 properties;

BE IT FURTHER RESOLVED THAT Kensington Town Council, following a detailed review of the preliminary information provided by staff and DV8 Consulting, authorize staff to proceed with the process to amend the Town of Kensington Development Control Bylaw to include the new business park and to apply an Industrial (M1) zone to the 38 business park properties, and to amend section 13 of the Bylaw by inserting the following section before Section 13.2.1 under the existing subheading “permitted uses”, as follows:

- 1. Uses as permitted in the General Commercial Zone (C1) Zone subject to the regulations of Section 10 for uses permitted in the C1 Zone, excluding the following uses:***
 - a. Hotels, Motels, or other Tourist Establishments***
 - b. Institutional Buildings***
 - c. Funeral Homes***
 - d. Multi-Unit Dwellings***
 - e. Child Care Facilities***
 - f. Dwelling Units in a Commercial Building***

September 6, 2021

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

Re: Town of Kensington – New Business/Industrial Park Land Use and Zoning

Dear Mr. Baker,

I have reviewed the Town of Kensington's *Official Plan and Zoning and Subdivision Control (Development) By-law* with respect to the plans of subdivision for the Town's new Business Park. As the Official Plan and Bylaw review process has been unfortunately delayed due to the provincial Land Matters project, I understand the Town is interested in proceeding with adopting General Land Use and Zoning designations for the properties within the Business Park at this time. By adopting Land Use and Zoning designations for these properties, the Town will be able to proceed with the Business Park development including the sale of properties, while the OP/Bylaw Review process proceeds this fall.

The new Business Park, as shown in the plan of subdivision for PID 76406 and 76773, as drawn by Locus Surveys Ltd (Dwg No. 19257-501), includes 38 new lots ranging in size between 0.52 acres (2,095 m²) and 1.12 acres (4,515 m²). The proposed lots will front on new public streets. The lot frontages of the proposed lots range in length between 15.240 m and 131.621 m. The remaining lands of PID 76406, contains a wetland as well as the provincially regulated environment buffer. It is further noted that a small portion of proposed Lot 21-11 and Lot 21-9 also fall within the environmental buffer zone however this is not expected to impact development of these lots.

The new Business Park aligns with a number of the Economic goals in the current Official Plan, including:

- To facilitate the development of small businesses, agricultural and fishery related businesses, light industries, tourism development and high technology firms.
- To encourage the expansion of retail and service activities.
- To increase the Town's commercial and assessment base.
- To encourage and support prospecting efforts by the Provincial Government to attract new industrial development to the Town. Particular emphasis shall be placed on firms and operations which will create high quality, year round employment.

Furthermore, Section 5.5 of the Official Plan Commercial Objectives include that the Town will "identify an expanded commercial area on the General Land Use Plan" and "expand the commercial property tax base." And Section 5.6 of the Official Plan Industrial Objectives include that the Town will "continue to promote Kensington as an industrial/service location" and will "expand space for industrial/service uses".

As described in detail in the Town of Kensington Municipal Restructuring Proposal report, prior to the recent expansion of the Town's boundary the Town had limited opportunities to support continued growth of commercial and/or industrial activities. The new Business Park presents an opportunity to support this growth in a sustainable manner, in which lots will be connected to the Town's sewer and water services and will be designed with appropriate stormwater management infrastructure. The proposed subdivision of the Business Park connects to the primary transportation corridor which will reduce further ribbon development on Rte 2, and will further reduce potential land use conflicts that may have arisen through 'spot rezonings' for commercial/industrial developments in the Town in the future.

Official Plan and General Land Use Plan

The General Land Use Plan is a conceptual representation of the direction Council envisions land use patterns emerging over the next fifteen years. It lays the foundation and establishes the direction for the Zoning Map. In formulating the General Land Use Plan Council has previously applied the following criteria with respect to commercial and industrial development:

- Commercial development shall generally be directed to established commercial areas; and
- Industrial development shall generally be directed to locate in established industrial areas.

As stated above, with few other established commercial and/or industrial areas within the Town available to support future development, the proposed Business Park is the most appropriate location for these land uses to expand within. As commercial uses are generally permitted within industrial areas, the more intensive land use designation (M1- Industrial) can accommodate a broader range of land uses. The M1 land use designation is also consistent with the adjacent properties in the southwest area of the Town, fronting on Victoria St W (Rte 2).

It is recommended that Council approve an amendment to the Official Plan General Land Use Map to include the properties in the new business park and to designate the 38 lots as Industrial (M1) land uses.

Bylaw and Zoning Map

With respect to the Zoning Bylaw, it is the intent that the Business Park will support growth of both commercial and/or industrial uses and as such the Industrial Zone is the most appropriate for the proposed lots as this aligns with the proposed General Land Use Map designation identified above and will accommodate a broader range of commercial/industrial and service land uses.

Note that all of the proposed Lots within the subdivision of the Business Park meet the lot area and lot frontage requirements of the zone, except for Lot 21-17 which has a reduced lot frontage of 15.240 m. Further that Section 4.11 of the Bylaw allows Council to approve a reduced frontage of a lot on a cul-de-sac, if the lot width at the building line measures at least as much as the minimum lot frontage for the zone.

The current list of Permitted Uses in the Industrial Zone (M1) are identified in Section 13.2.1 of the Bylaw and include the following:

- Manufacturing and Assembly
- Warehousing
- Transport Operations
- Activities connected with the Automobile Trade other than a scrap yard
- Wholesale Operations
- Business and Professional Offices
- Service Shops
- Commercial uses accessory to a main use permitted in an M1 Zone
- Restaurants and Cafeterias
- Farm Machinery and Heavy Equipment Dealerships and Repair Shops
- Accessory Buildings
- Food Processing
- Marine or shipping related activities
- Activities related to the fishery
- Activities related to agriculture

Additionally, as per Section 13.3, Council may issue a special development permit for the following:

- Storage of Sand and Aggregate
- Concrete plants
- Building supply dealership

In order to provide additional flexibility on the range of land uses permitted (while continuing to exclude uses that may create land use conflicts) in the Business Park, and in other properties within the Town currently zoned M1, the following Bylaw amendment is presented:

Insert the following prior to Section 13.2.1 under the existing subheading “permitted uses”:

- 1) *Uses as permitted in the General Commercial Zone (C1) Zone subject to the regulations of Section 10 for uses permitted in the C1 Zone, excluding the following uses:*
 - a. *Hotels, Motels or other Tourist Establishments*
 - b. *Institutional Buildings*
 - c. *Funeral Homes*
 - d. *Multi-Unit Dwellings*
 - e. *Child care facilities*
 - f. *Dwelling units in a commercial building*

Should the above amendment be approved, the complete list of permitted uses in the Industrial Zone (M1) would include the following (i.e. new land uses are included in italics and noted as 'new'):

- *Retail Stores (NEW)*
- *Banking and Financial Institutions (NEW)*
- *Entertainment Facilities (NEW)*
- *Transient or Temporary Commercial (NEW)*
- Manufacturing and Assembly
- Warehousing
- Transport Operations
- Activities connected with the Automobile Trade other than a scrap yard
- Wholesale Operations
- Business and Professional Offices
- *Service Shops and Personal Service Shops (NEW)*
- Commercial uses accessory to a main use permitted in an M1 Zone
- *Restaurants and Cafeterias, and Lounges (NEW)*
- Farm Machinery and Heavy Equipment Dealerships and Repair Shops
- Accessory Buildings
- Food Processing
- Marine or shipping related activities
- Activities related to the fishery
- Activities related to agriculture
- *Other uses deemed by Council to be compatible with the surrounding uses in the zone (NEW)*

To summarize:

- It is recommended that Council approve an amendment to the Zoning Map to include the properties in the new business park and the 38 Lots in the Business Park should be zoned M1 – Industrial Zone.
- It is recommended that Council approve the subdivision of Lot 21-17 with the reduced lot frontage of 15.240 m due to its configuration and location facing the new cul-de-sac within the Business Park.
- It is recommended that Council amend the Bylaw, by inserting the following section before Section 13.2.1 under the existing subheading “permitted uses”, as follows:

1. Uses as permitted in the General Commercial Zone (C1) Zone subject to the regulations of Section 10 for uses permitted in the C1 Zone, excluding the following uses:

- g. Hotels, Motels or other Tourist Establishments***
- h. Institutional Buildings***
- i. Funeral Homes***
- j. Multi-Unit Dwellings***
- k. Child care facilities***
- l. Dwelling units in a commercial building***

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

Best regards,



Hope Parnham, CSLA RPP MCIP

Dv8 CONSULTING

CHARLOTTETOWN PE

E. HPARNHAM@OUTLOOK.COM

T. 902-393-1815

From: Hope Parnham <hparnham@outlook.com>
Sent: Wednesday, September 8, 2021 7:46 AM
To: cao@kensington.ca
Cc: kcaseley@kensington.ca
Subject: Re: Business Park Subdivision Plan - Final

Good morning Geoff

Sorry I wasn't able to get back to you yesterday, I was in back-to-back meetings. I can touch base later this morning to discuss any of your questions further, if you'd like.

I would suggest that you consider my proposed amendments as a temporary fix on the zoning regulations - these can all be further discussed publicly through the OP/Bylaw review process.

The uses that I recommended for exclusion are those that present potential land use conflicts if they were to be adjacent to more intensive industrial uses.

- A childcare facility requires outdoor green space, while an industrial use might involve outdoor manufacturing/storage of materials that may not be an appropriate neighbour for children playing.
- A funeral home may be better suited for a quieter, low traffic environment, where an industrial use might be loud with equipment and truck traffic (including the back-up beeping sounds) during business hours.
- A hotel/motel/tourist establishment requires an environment for people to sleep, and an industrial use may operate 24/7 for manufacturing and trucking purposes.

These uses may be compatible with traditional commercial uses (M-F, 9-5) but when you consider the characteristics of industrial uses, the compatibility may not be as straight forward.

With respect to childcare facilities, I would agree that a central location in an employment district is ideal, but further consideration of the adjacent uses and what other resources the children may need access to should also be considered - can they walk to a local park? or to the local rink? Perhaps it works on the periphery of the Park but if it is in the center of the park, it could impact what other uses could be adjacent to it. The permitted uses in the zone should be as of right and not be restricted by who your neighbour is, or who "developed" first.

Tourist Establishments is a defined term in provincial legislation that relates to accommodations only, and doesn't relate to retail or commercial uses related to tourism services. The definition of tourism establishment in the Act is as follows:

"an establishment that provides temporary accommodation for a guest for a continuous period of less than one month, and includes a building, structure or place in which accommodation or lodging, with or without food, is furnished for a price to travellers such as a cabin, cottage, housekeeping unit, hotel, lodge, motel, inn, hostel, bed and breakfast establishment, resort, travel trailer, travel trailer park, recreational vehicle park, houseboat, camping cabin and campground."

The Training facility question is a good one. It presents a different type of dorm/work dwelling unit that doesn't require long term comfort and enjoyment, as you would expect in a personal residence. I think we could define this separately if this is a real thing. I would not recommend allowing all institutional uses, as you would not want nursing homes next to industrial uses, but fire/police training facilities or EMS stations would certainly be appropriate, and any sleeping units that would be part of their development would be secondary to the main use.

I hope this helps address your concerns. Talk to you later.

Hope

From: cao@kensington.ca <cao@kensington.ca>
Sent: September 7, 2021 9:09 AM
To: Hope Parnham <hparnham@outlook.com>
Cc: kcaseley@kensington.ca <kcaseley@kensington.ca>
Subject: RE: Business Park Subdivision Plan - Final

Thank you Hope

Just a couple of questions on the revised permitted uses, i.e. commercial uses in the Industrial Zone. I wonder why we would not allow a childcare facility, funeral home or hotel/motel/tourist establishment within the park.

As you may have seen in the news over the past couple of weeks, childcare in the Kensington area has become somewhat of a hot issue and maybe some Councillors believe that the Park would provide a suitable location for such a use. And given it can be located in a safe manner within the Park, I'd tend to agree with them. I would welcome any further thoughts you might have on this.

When we use the term "tourist establishment" I assume we would mean like a retail outlet and not warehousing, storage, manufacturing etc. associated with a tourism establishment. In our current Park we have Rainbow Valley Holdings who primarily use a shop/warehouse space for storage and maintenance and similar type activities. We also have another space being utilized for the storage of Anne of Green Gables Stuff (and maybe some light level manufacturing).

Thoughts?

Geoff Baker, CAO
Town of Kensington
Tel: (902) 836-3781
Cell: (902) 439-8849

From: Hope Parnham <hparnham@outlook.com>
Sent: Monday, September 6, 2021 2:53 PM
To: cao@kensington.ca
Subject: Re: Business Park Subdivision Plan - Final

Hi Geoff

Please find attached my report on the land use designations and zoning for the Business Park, and the bylaw amendment as we discussed. Sorry for the delay, the subdivision plan was difficult to read on my small laptop screen and I wanted to review it on a larger monitor before finalizing the report.

Note that one of the lots in the proposed plan is undersized in its frontage for the M1 zone. It's not a problem because it is on a cul-de-sac, but it does require Council's approval.

Let me know if you have any other questions.

Hope

From: cao@kensington.ca <cao@kensington.ca>

Sent: August 31, 2021 3:17 PM

To: Hope Parnham <hparnham@outlook.com>

Subject: Business Park Subdivision Plan - Final

Hi Hope

The final plan of subdivision for the business park is attached. I plan on taking this to Council in September for a pre-approval as the one previously adopted contained a few errors.

Thanks,

Geoff Baker, CAO
Town of Kensington
Tel: (902) 836-3781
Cell: (902) 439-8849

NEWS RELEASE

To PEI and Regional Media; Community Partners

From: The PEI Community Navigators

www.PEIcommunitynavigators.com

www.facebook.com/PEICommunityNavigators

<https://www.instagram.com/peicommunitynavigators/>

Maxine Rennie – Executive Director, CBDC Western PEI

(902) 853-3636 | maxine.rennie@cbdc.ca

Scott Smith – Western PEI Community Navigator

Lindee Gallant – Eastern PEI Community Navigator

Peggy Miles – Central PEI Community Navigator



Wednesday, September 1, 2021

(SUPPORTING INFO ATTACHED)

The PEI Community Navigators exist to support new residents of rural PEI with settlement in the community. With this mandate in mind, the Western, Eastern and Central Community Navigators are extremely excited to be presenting a new, province-wide initiative: **PEI Neighbour Week from September 20 – 27, 2021.**

PEI Neighbour Week will be a **week-long celebration of community, encouraging people to connect with their neighbours.** It is an initiative to raise awareness of the importance of social connection and neighbourly actions throughout the year.

“There’s data to support the importance of neighbourly relationships.” says PEI Community Navigator program lead, Maxine Rennie, Executive Director of CBDC Western PEI. *“Social connections between neighbours can result in stronger and safer communities. There’s also a correlation between neighbourhood relationships and individual health. We believe that PEI Neighbour Week can strengthen bonds between rural residents of PEI, as well as serve to welcome new Islanders to our rural communities.”*

How can Islanders participate in PEI Neighbour Week?

Nudge your Neighbour Challenge (N2N Challenge)

Inspire fellow community members to perform neighbourly acts by doing one yourself!

Maybe it’s taking your neighbour’s waste cart to the end of the driveway or starting a Facebook group where your neighbours can share neighbourhood happenings.

1. Take a photo of your own neighbourly deed.
2. Post it to your personal social media account on Facebook or Instagram using the hashtag **#PEIgoodneighbours** and you will be eligible to win prizes (make sure your account is set to public viewing).
3. Tag the community member you want to nudge to do the same.

Make a Neighbourly Nomination

Is there someone in your neighbourhood who always leaves muffins on the doorstep of new neighbours?

Does your municipality host community activities that bring neighbours together?

Does a church, organization or business you know step up to make life better for community members?

Whether it's a neighbour, your municipality, an organization or business, recognize them by making a neighbourly nomination.

1. On your personal Facebook or Instagram page, share an example of how the individual, group or organization demonstrates neighbourliness here on PEI. Feel free to include a photo.
2. Use the hashtag **#PEIgoodneighbours** in your post and the individual, group or organization you are nominating will be eligible to win prizes (make sure your account is set to public viewing).

Participate in an in-person event in your region!

In-person activities will be happening in rural PEI in the Western, Eastern and Central Regions. It may be a Meet-Your-Neighbour BBQ, an event at a community garden, or a neighbourhood clean-up day. Follow the PEI Community Navigators on Facebook to stay on top of what's happening during PEI Neighbour Week at <https://www.facebook.com/PEICommunityNavigators>.

What are some other ways neighbours can support one another during PEI Neighbour Week 2021?

- Pop by a new neighbour's house to introduce yourself and your family.
- Offer extra garden goodies to neighbours.
- Rake leaves or shovel the stairs for a neighbour in need.
- Keep an eye on your neighbour's house while they are away.
- Share a skill with your neighbour(s): carpentry, typing, sewing, other.
- Start a Facebook Group/Email thread/Newsletter in your neighbourhood.
- Install a Little Library in your yard for neighbours.

The COMMUNITY NAVIGATOR's role is to support new residents and work with community members to build welcoming communities on Prince Edward Island. Whether new residents have moved here from another country (temporarily or permanently), or from another province within Canada, the Community Navigators are here to help new residents get settled.

The PEI Community Navigator Program is delivered by CBDC Western PEI and Community Navigators are found in the rural regions of Western, Eastern and Central PEI.

NEIGHBOUR WEEK!



September 20-27, 2021

#PEIGoodNeighbours

**DO THE "NUDGE YOUR NEIGHBOUR"
CHALLENGE**

MAKE A NEIGHBOURLY NOMINATION!

**PARTICIPATE IN AN IN-PERSON EVENT IN
YOUR REGION!**

Find contest details on our website or social media

www.peicommunitynavigators.com

Facebook/Instagram: @PEICommunityNavigators

Or call us at: 902-853-3636



NEIGHBOUR WEEK!



COMMUNITY NAVIGATOR

September 20-27, 2021

#PEIGoodNeighbours

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Inspire fellow community members to perform neighbourly acts by doing one yourself! Maybe it's taking your neighbour's waste cart to the end of the driveway; or starting a Facebook group where your neighbours can share neighbourhood happenings.

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NEIGHBOUR WEEK!



COMMUNITY NAVIGATOR

September 20-27, 2021

#PEIGoodNeighbours

MAKE A NEIGHBOURLY NOMINATION!

Is there someone in your neighbourhood who always leaves muffins on the doorstep of new neighbours?

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Does a church, non-profit organization or business you know step up to make life better for community members?

Whether it's a neighbour, your municipality, an organization or business, recognize them by making a neighbourly nomination.

1. On your personal Facebook or Instagram page, share an example of how the individual, group or organization demonstrates neighbourliness here on PEI. Feel free to include a photo.

2. Use the hashtag #PEIGoodNeighbours in your post and the individual, group or organization you are nominating will be eligible to win prizes (make sure your account is set to public viewing).

Find contest details on our website or social media

www.peicommunitynavigators.com

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Or call us at: 902-853-3636



NEIGHBOUR WEEK!



COMMUNITY NAVIGATOR

September 20-27, 2021

#PEIGoodNeighbours

**HOST OR PARTICIPATE IN AN IN-PERSON EVENT IN
YOUR REGION!**

Activities will be happening in rural PEI in the Western, Eastern and Central Regions. Follow the PEI Community Navigators on Facebook to stay on top of what's happening during PEI Neighbour Week!

Find contest details on our website or social media

www.peicommunitynavigators.com

Facebook/Instagram: @PEICommunityNavigators

Or call us at: 902-853-3636





September 2021

Dear Community Partner:

On behalf of CBDC Western PEI's 'PEI Community Navigator' team, which includes Lindee Gallant in Eastern PEI, Peggy Miles in Central PEI, Scott Smith in Western PEI, and myself Maxine Rennie, Program Lead – we want to start by saying **thank you for being a great neighbour!** As a team, we collaboratively work together with local employers, municipalities, and community partners in our rural regions, to welcome others, while we inclusively grow a stronger and more diverse region for all. True inclusive growth is fostered & only achievable from working together with both longtime residents and those who may be new to the region (newcomers and new residents).

We know that PEI is one of the best places to live in this world and one reason why is because it is an island filled with great neighbours! **To help celebrate our neighbours, planning and preparations are currently underway for a weeklong, island-wide event/initiative we are calling 'PEI Neighbour Week' from September 20th – 27th, 2021.** As we celebrate our great communities, we are encouraging people to connect with their neighbours, as we raise awareness on the importance of social connection and neighbourly actions throughout the year. We'll be encouraging our community partners to plan some local community gatherings & events, while virtually we will have two different contests where we hope people will share stories of #PEIGoodNeighbours (good deeds/ pay it forwards), and nudge or nominate their neighbour for a prize! Please see attached documents to explain the two different contests.

Today we are reaching out about the opportunity of having your organization sponsor an initiative/event such as this, to show your community support to welcome others, as we celebrate our #PEIGoodNeighbours. We are looking for cash sponsorship funds for events or gift cards for prizes. Like many large-scale initiatives/events, they come at a high-cost, but together as one big island community we hope to show our community pride by securing the necessary funds to create a successful weeklong event/initiative and a rewarding experience for all. As a sponsor, we will be sure to make mention of your organization's support throughout our marketing campaign.

Thank you for taking the time to consider our request.

Sincerely,

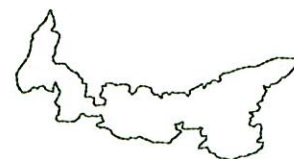
Maxine Rennie

Executive Director – CBDC Western PEI/ Program Lead – PEI Community Navigators

P.O. Box 368 * 455 Main St. * Alberton * P.E.I. * C0B 1B0

Phone: 902-853-3636 * Fax: 902-853-3839

Welcome to Prince Edward Island!



A project of West Prince Ventures



Are you new to PEI?

Are you living or working in PEI?

If you are, we want to hear from you!

The COMMUNITY NAVIGATOR's role is to support new residents and work with community members to build welcoming communities on Prince Edward Island. Whether you have moved here from another country (temporarily or permanently), or from another province within Canada, we are here to help you to get settled.

The COMMUNITY NAVIGATOR is available to:

- ✓ Provide a welcoming phone call, email or in-person visit with **new residents** of PEI (ask about our welcome bag).
- ✓ Assist **new residents** with settlement into the community, and providing contacts and resources related to their settlement needs (ex. health, education, transportation, housing, employment, recreational & social activities, personal services and more).
- ✓ Listen to **new residents** talk about their experiences with moving and living here – this is valuable feedback that we can share with our partners.
- ✓ Work with **employers** and their newcomer employees to assist with integration into the community.
- ✓ Collaborate with **municipalities, service agencies, community organizations and businesses** to build welcoming communities and a sense of belonging for all residents.
- ✓ Empower **long-time residents** to be community champions, helping others settle in and feel welcomed in their new environment (while building social cohesion and strengthening the place we live).
- ✓ Facilitate or deliver educational programs to the **community** on the value of newcomers.



Maxine Rennie-
Project Lead

Scott Smith-
Western Region

Lindee Gallant-
Eastern Region

Peggy Miles-
Central Region



1-902-853-3636



Info.CommunityNavigator@CBDC.ca



www.peicommunitynavigators.com



www.facebook.com/PEICommunityNavigators



www.instagram.com/peicommunitynavigators

From: Charlotte from Island Nature Trust <development@islandnaturetrust.ca>
Sent: Thursday, August 26, 2021 9:26 AM
To: cao@kensington.ca
Subject: Sponsorship Opportunity- Bennett Birding Classic
Attachments: Bennett Autumn Birding Classic Corporate Sponsorship E (1).pdf

Hello Geoff,

My name is Charlotte from Island Nature Trust and I wanted to talk to you about an upcoming opportunity to sponsor an INT event.

This year will be the 27th year that Island Nature Trust has held the Bennett Birding Classic – our second longest running fundraiser. While it is an important fund-raiser for INT, it also builds awareness of migratory bird patterns and collects important data on autumn bird populations in PEI. The results of this bird count are published and accessible to researchers on the Island and across Canada. There are multiple teams that participate in the Bennett Birding Classic- including children's educational teams and dedicated life-long birders.

The City of Summerside has been a long-time supporter of this province wide event that brings individuals through many municipalities on the Island. Held on September 18th, the Bennett Birding Classic is a 24-hour marathon of teams recording and observing wildlife in PEI. INT will be advertising our event on our media platforms as well as various publications.

All proceeds of the Bennett Birding Classic will go to INT's stewardship programs to conserve PEI's natural environment.

Please see the attached sponsorship package for the Bennett Autumn Birding Classic that includes more information, associated sponsorship benefits, and tiers.

Thank you for your consideration- it is greatly appreciated.

Kind regards,

Charlotte Thompson
Fund Development Coordinator
Tel : 902-892-7513 or 902-566-9150
Email : development@islandnaturetrust.ca
P.O. Box 265, Charlottetown,
PE, C1A 5A8

islandnaturetrust.ca



*INT acknowledges that the land
which we own and manage is
unceded Mi'kmaq territory, and we
pay our respects to the Indigenous
Mi'kmaq people of this territory;
past, present and future.*

SPONSORSHIP BENEFITS

We invite you to join in supporting this great event that contributes to updating the Field Checklist of Birds on Prince Edward Island! Below are the various tiers and benefits that accompany sponsoring the 2021 Bennett Autumn Birding Classic.

	\$2500	\$1000	\$500	\$250
Invitation to private Donor Appreciation Event	X			
Sponsorship Naming Rights	X			
Press Release	X			
Cheque Presentation	X	X		
Logo on Event Webpage	X	X	X	
Public Thank you via Social Media	X	X	X	X
Mention in Quarterly Newsletter	X	X	X	X

In lieu of recognition, donations are gladly accepted and a tax receipt will be issued by Island Nature Trust.

CORPORATE SPONSORSHIP

All proceeds will go to Island Nature Trust's conservation work. The Trust is hoping to raise \$10,000 to assist our endangered species and stewardship programs to conserve PEI's natural environments, home to many birds, pollinator plants and other species. Please help us in our mission to protect wildlife habitat and our endangered species.

CONTACT US

Please contact us regarding invoices for sponsorships and donations:
902-566-9150

development@islandnaturetrust.ca or finance@islandnaturetrust.ca

ISLAND NATURE TRUST

Island Nature Trust is a membership-based, non-government, Canadian non-profit organization dedicated to land conservation in Prince Edward Island since 1979. We envision a future where PEI has a network of protected, robust natural areas championed by knowledgeable, engaged Islanders. Island Nature Trust acquires, manages and protects forever a network of connected natural areas throughout PEI for the benefit of wildlife and people. We are a key provider of technical, science-based knowledge on land stewardship and wildlife in PEI for landowners, governments and partner environmental groups. Now more than ever there is a great need for Islanders to work together to protect the natural assets we love while ensuring we support a sustainable way of life for Islanders. Island Nature Trust invites you to join us in working to protect the Island's natural spaces, both for our children and the diversity of wildlife that live here.

Bennett Birding Classic

2,592+

hours contributing to
research in PEI

Current Bennett record of

108

species documented
in 24 hours

THE 27TH ANNUAL NEIL BENNETT AUTUMN BIRDING CLASSIC

Each autumn for the last 27 years, Island Nature Trust and Nature PEI have joined forces in a team event for birds and nature. The Neil Bennett Autumn Birding Classic is a fundraiser and an important event to collect data on the fall bird migration. Named after the late Neil Bennett (a dedicated Piping Plover volunteer), this event contributes to our knowledge of long-term trends in bird populations in PEI, tracking migratory species during a period of transition. When combined with other counts carried out at different times of the year, the Bennett helps identify changes in species migration. This 24-hr marathon count is a great opportunity to experience bird watching while supporting the protection of bird habitat. On September 18th, teams will head out in the early morning to find as many species of birds as possible in a 24-hour period. Teams scour PEI from coast to coast, east and west for a glimpse of migrating and resident birds.

From: Duncan Conrad <duncanconrad47@gmail.com>
Sent: Wednesday, August 18, 2021 8:43 AM
To: cao@kensington.ca
Cc: Duncan Conrad
Subject: Rotary Advertising Supplement
Attachments: PastedGraphic-1.tiff; advertising agreement.pdf

Attention: Geoff Baker, Town Manager, Town of Kensington (902-836-3781).

Good Morning, Geoff:

Rotary Advertising Supplement 2022 version (no payment until after published in 2022)

I am attaching some info our the Rotary Advertising Supplement. For many years now your colleagues in the Island business community have supported our efforts to make a difference in our Island communities by participating in our Island wide Rotary Advertising Supplement. I thought i would reach out to you to see if you might consider participating as well in next spring's publication.

The Rotary Club of Charlottetown Royalty was founded in 1987 and has been supporting Islanders and organizations that serve them since that time. For the past 32 years we have produced our annual Rotary Business Advertising Supplement. A pictorial publication that captures the Island business community that is published each spring. It is also available on line year round. The funds raised allow us to support health, youth and seniors projects across the Island. The 2021 version was just published and distributed. It is also available on line. <https://royaltyrotary.ca/page/supplement>

We are hopeful that you business will consider participating in next year's publication. The attractive part of this publication is there is no up front money. Once you sign the contract, our photographer will reach out to you at a time you set to do the photo shoot or arrange for your ad. A draft of your design is sent to you for approval and the publication is then printed and distributed by Canada Post to all Island businesses and 50,000 house holders across the Island, usually in March. The ads range from \$449.00 for a sixth of a page to \$1949 for a full page. This contract covers the publication that will be distributed in **the spring of 2022. Once distributed you will then be invoiced** and you will receive a matted photo of the shoot for your office. Help us to continue to make a difference in our Island communities. I have attached a copy of the agreement. The publication which has 92 pages containing 400 businesses across the Island. These are challenging times for all of us hopefully you can see your way clear to support the good work we are doing in our Island communities. Please let me know if you have any questions? Thanks DuncanDuncan C.Conrad

Rotary Club-Charlottetown Royalty

Rotary International Constitution and Bylaws Committee 2020 -2021

Regional Rotary Foundation Coordinator Zone 24 East 2014-17

District 7820 Rotary Foundation Committee

PDG District 7820 05-06

duncanconrad47@gmail.com

(C) 902 626 6404



ADVERTISING SPACE AGREEMENT
The Rotary Club of Charlottetown Royalty
Advertising Supplement to be published in the Spring 2022

To appear on ad
Company Name: _____
Address, City: _____
Phone: _____ Website: _____

Contact Information
Contact Name: _____ Phone: _____
Company Name: _____
Mailing address: _____
Email: _____

AD SIZE (All prices plus HST)

☐ 1/6 page \$449
4 w x 3 1/4 h

☐ 1/3 page \$759
8 1/4 w x 3 1/4 h

☐ 2/3 page \$1,299
8 1/4 w x 6 3/4 h
Max 2 photos *

☐ Full page \$1,949
8 1/4 w x 10 1/4 h
Max 3 photos *

PREFERRED PHOTO SHOOT TIME

☐ June

☐ July

☐ August

☐ Sept

☐ Oct

☐ Nov

☐ **Web link \$25**
In Online Version

The Supplement photographer is Berni Wood, 902-629-0775, bwood@reelmedia.ca

* \$70 per additional photo

The advertiser agrees as follows:

- To pay in full in accordance with the rate structure chosen no later than 30 days following invoicing.
- **Photo Cancellation Clause:** To pay cancellation fee of \$70 (invoiced by the photographer), for missing photography appointment or cancellation within 24 hours notice of scheduled time.
- Final photo to be chosen by photographer.
- To pay \$70 for advertiser requested photographic retakes or design changes after the final appointment.
- To pay a cancellation fee of \$150.00, if, for any reason, this contract is terminated by the advertiser after the advertisers' photo was taken.
- This contract may be terminated by Rotary at any time, and without prior notification to the advertiser, and Rotary's sole responsibility shall be to return to the advertiser any monies paid hereunder.

The Rotary Club of Charlottetown Royalty agrees to:

- Provide space to the advertiser in the Rotary Advertising Supplement (Supplement).
- Provide photography and layout for the advertisement.
- Arrange for printing of the Supplement by web press in colour on coated paper.
- Provide a 5x7 matted photo to the advertiser.
- Arrange for distribution through Canada Post to every business on Prince Edward Island as well as Canada Post distribution to 35,000 homes in PEI's main urban communities.
- Provide proof of the ad prior to publication.

Signed by Advertiser Print: _____ Signature: _____
Signed on behalf of
the Rotary Club Print: _____ Signature: _____
Date: _____

Town of Kensington
PO Box 418
Kensington PE C0B 1M0

September 2, 2021

Dear Friend,

My grade 12 year is about to begin, and I have a lot of mixed feelings about it.

I keep telling myself it can't be worse than last September. I'd just moved across the country and was starting grade 11 in a brand-new school, mid-pandemic. At the time, our classes were in person, but we all wore masks and had to stay six feet away from each other. Socializing was nearly impossible.

As I'm sure you can imagine, it was pretty hard to make friends that way.

This year, I'm starting grade 12 with a mix of excitement and anxiety. And I know I'm not alone; almost everyone my age I've talked to feels the same way.

On one hand, we're excited to see our friends face-to-face again and hopefully get back to normal. **But on the other hand, the pandemic has caused stress and anxiety levels to go way up.**

After the roller coaster of last year, none of us know what to expect. Some are nervous about being out in public again. Others feel like they've fallen behind in school and won't be able to catch up.

I think I can speak for us all when I say we're simply exhausted, both mentally and emotionally. Do you feel the same way?

That's why I'm so grateful for the incredible support you provide for young people through your monthly donations to Kids Help Phone. I've seen first-hand the impact you've had on the lives of youth throughout this pandemic.

As young people head back to school with uncertainty, anxiety and even fear, your ongoing support will help them navigate this new world with confidence, knowing you are right there with them. Thank you!

As a Kids Help Phone supporter, you obviously care a lot about youth mental health. I've been interested in the importance of mental health and well-being for a long time, ever since a speaker came to our school when I was 10. Even at that young age, I had friends who really struggled with their mental health, and I wanted to learn how I could help.

A few years later, I joined the Kids Help Phone National Youth Council, and am still an active member today. Part of my role is to spread the word about Kids Help Phone in high schools and make sure every young person is aware of all the amazing mental health resources that are available to them.

It's so important for youth in crisis to always have a place to turn. Thank you for making that possible! 😊

I'm a child of immigrants and have lived in cities and towns across the country, from British Columbia to Newfoundland. And I've really noticed how hard it can be for young people in marginalized populations or remote communities to get the mental health support they need.

Sometimes the services aren't available. Sometimes the youth don't know that help is there, or how to access it. And other times they feel scared to reach out.

Your support helps break down all these barriers and more. I'm especially excited about the expansion of our services through Facebook Messenger and the launch of our Peer-to-Peer Community!! These have been revolutionary, because youth can reach out for the support they deserve wherever they are and in the way they want to communicate.

In so many ways, you're bridging the gap in services, so that all young people, no matter where they live, who they are or what they're struggling with, can get the help they need. And sometimes that help can be life-saving.

Thank you again for being there for young people during this really challenging past year. Because of you, Kids Help Phone was there for every young person who reached out (which was a lot!) and will continue to be there as we face whatever lies ahead.

With thanks,



Laetitia

Kids Help Phone National Youth Council member

P.S. A lot of young people are struggling as they head back to school. **Thank you for giving youth in Canada access to the mental health support they need, whenever they need it.**

Going farther together:

Youth supporting youth in the face of uncertainty



It's been such a tough year for a lot of us. For youth like me, who struggled with anxiety and depression before the pandemic, the past year has been particularly challenging. Luckily, youth in Canada have you by their side!

And although things look better than they did a year ago, there's still so much uncertainty as youth head back to school. How will friendships have changed? Will young people that struggled with online learning be able to catch up? What if schools close again? Even if case numbers fall and restrictions loosen, young people will need support as the new school year begins. That's why I'm so thankful to be a member of the National Youth Council, so I can help shape mental health services for youth in Canada!

Being able to share my experiences and ideas to help other youth who are struggling has had such a positive effect on my own mental health. And I'm so thankful to you for ensuring young people will always have a trusted ally at Kids Help Phone – especially as young people prepare to head back to school this fall.

– Paula, National Youth Council member

When I lost my older sister to suicide, I thought I'd never recover. But I knew I needed to keep her spirit and legacy alive. Becoming a crisis responder and member of the National Youth Council helped me turn that traumatic experience into a way to reach out and relate to others. I've seen first-hand how finding that trusted ally, that non-judgmental support, can be life-changing.

At Kids Help Phone, no problem is too big or too small. Whether young people are still coping with the challenges of the past year, or struggling to adjust as they head back to class, *everyone* has an opportunity to have their voice heard. And sometimes, just knowing someone is there to listen can make a world of difference.

Last year, over 4.6 million connections were made through Kids Help Phone. And it's because we all came together to make it possible. As a new school year begins, the need for mental health support remains incredibly high. But together, we can ensure every young person can still find the help they need when they need it.

– Shania, crisis responder and National Youth Council member

Your Impact by the Numbers

You're changing lives from coast to coast to coast.
Since last year, you've made so much possible!

240%

increase in demand
for support

4,200

active rescues

74%

of youth said they felt
better after talking to
our counsellors and
crisis responders

72%

of young people
shared something
they've never told
anyone else

"Especially in times like these,
I won't forget how strong,
empowered, and courageous
you made me feel."

– Kids Help Phone
service user

"No matter your issue, big
or small, if it's an issue to
you it's okay to feel that and
take steps towards getting
support and talking about
it. Sometimes everyone
just needs a little help."

– Kids Help Phone
service user

"Kids Help Phone's back-
to-school resources helped
me feel ready to head back
to in-person learning after
being at home for so long.
I'm so grateful they care so
much about young people
and what we need."

– Kids Help Phone
service user

"Thank you for letting me vent,
for validating my feelings and
emotions and for simply listening
when I couldn't think of anyone
else available at 3 a.m."

– Kids Help Phone
service user

Kids Help Phone 



August 5th, 2021

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

Dear Mayor Caseley:

We are reaching out to simply say thank you. We appreciate your ongoing support and we would like to share with you how your pledge will make a difference this year.

It seems like just yesterday we were talking about bringing Digital Mammography to PCH and Prince Edward Island. Thirteen years passed by in a blink and here we are in 2021 raising funds to replace that innovative piece of life saving technology. The gifts we received in 2008 put that unit in place in 2009 and it went on to serve over 60,000 patients and impacted so many lives through the early detection of breast cancer. We were thankful then and that feeling has carried forward over the years as we heard from patients who are grateful for early diagnosis and the care they received. We have been thankful for each life changed and we will be thankful again this year as we strive to raise the \$600,000 needed to fund this piece as part of the \$1.788 million Vital Signs Greatest Needs Appeal.

Digital Mammography is just one of the many essential items that you will be funding this year thanks to your help. Throughout the hospital you will be making an impact as you help to provide essential items like Cardiac Monitors for the Emergency Department, an Ultrasound for Surgical Services and ECG Machines needed for patient care in several departments. Each piece of replacement medical equipment or new technology is vital in providing the care your friends, family, and neighbours deserve. We thank you sincerely on their behalf and on behalf of all patients who will benefit from your generosity this year.

Sincerely,

Heather Matheson
Managing Director