



***Tentative Agenda for Committee of
Council***

***Monday, February 27, 2023 following
Special Meeting of Town Council***

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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
Committee of Council Meeting
Monday – February 27, 2023 – Following Special Meeting of Town Council**

- 1. Call to Order**
- 2. Adoption of Agenda (Additions/Deletions)**
- 3. Declaration of Conflict of Interest**
- 4. Delegations, Special Speakers and Public Input**
- 5. Adoption of Previous Meeting Minutes – January 23, 2023**
- 6. Business Arising from Minutes – January 23, 2023**
- 7. Staff Reports**
 - a. Chief Administrative Officer’s Report
 - b. Fire Department Statistical Report
 - c. Police Department Statistical Report
 - d. Development Permit Summary Report - Nil
 - e. Bills List – Town
 - f. Bills List – Water and Sewer Utility
 - g. Consolidated Summary Income Statement
 - h. Credit Union Centre Report
- 8. New Business**
 - a. COC Memo - 2023 Twin Shores Publication Advertisement
 - b. COC Memo - Development Control Bylaw and Official Plan Amendment - PID No.
747790-000

- c. COC Memo - Subdivision of Lands of M&S Rentals Inc. PID No 77271
- d. COC Memo - Town of Kensington Outdoor Digital Sign Proposal - Synergy Screens
- e. COC Memo - Development Permit Application & Variance Request 61 Broadway Street N.
- f. COC Memo - Development Permit Application 99 Victoria Street W

8.1 2023/24 Town of Kensington Financial Plan (Operations)

9. Councillor Issues/Inquiries

10. Correspondence - Nil

11. In-Camera (Closed Session) – Nil

12. Adjournment

**Town of Kensington
Committee of Council Meeting
Monday, January 23, 2023
6:30 PM**

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

Staff Members Present: Chief Administrative Officer, Geoff Baker; Deputy
Administrator, Wendy MacKinnon

Regrets: Councillor MacRae

1. Calling of Meeting to Order

1.1 Mayor Caseley called the meeting to order at 6:30 pm and welcomed the Committee of Council members and staff to the January Committee of Council meeting. Mayor Caseley acknowledged that the land on which we gather is the traditional and unceded territory of the Mi'kmaq First Nation.

2. Adoption of Agenda

2.1 *Moved by Councillor Toombs, seconded by Councillor Gallant to approve the agenda for January 23, 2023, Committee of Council meeting with the removal of the presentation to Chief Sutherland. Unanimously carried.*

3. Declaration of Conflict of Interest

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

4. Delegations, Special Speakers, and Public Input

4.1 *Nil.*

5. Adoption of Previous Meeting Minutes

5.1 *Moved by Deputy Mayor Spencer, seconded by Councillor Toombs to approve the Committee of Council meeting minutes from November 28, 2022. Unanimously carried.*

6. Business Arising from Minutes

6.1 Deputy Mayor Spencer inquired about item 10.3.2 - regarding the provision of EPI Pens at select Town facilities. It was determined to not proceed with the purchase

of EPI Pens due to regulations regarding training and liability should administering them be required.

7. Staff Reports

7.1 CAO's Report

7.1.1 *Moved by Councillor Toombs, seconded by Deputy Mayor Spencer to receive and recommend Town Council's approval to adopt the January 2023 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.2 Fire Department Statistical Report

7.2.1 *Moved by Deputy Mayor Spencer, seconded by Councillor Doucette to receive and recommend Town Council's approval to adopt the December 2022 Fire Chief's Report as prepared by Fire Chief Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

7.3.1 *Moved by Councillor Toombs, seconded by Councillor Doucette to receive and recommend Town Council's approval to adopt the December 2022 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.4 Development Permit Summary Report

7.4.1 *Nil.*

7.5 Financial Report - Bills List

7.5.1 *Moved by Councillor Mann, seconded by Councillor Doucette to receive and recommend Town Council's approval to adopt the General Bills for December 2022 in the amount of \$340,392.23. Unanimously carried.*

7.5.2 *Moved by Councillor Mann, seconded by Councillor Toombs to receive and recommend Town Council's approval to adopt the Capital Expenditures for December 2022 in the amount of \$192,532.10. Unanimously carried.*

7.5.3 *Moved by Councillor Mann, seconded by Councillor Doucette to receive, and recommend Town Council's approval to adopt the Water & Sewer Utility Bills for December 2022 in the amount of \$12,482.80. Unanimously carried.*

7.6 Summary Income Statement

7.6.1 *Moved by Councillor Mann, seconded by Deputy Mayor Spencer to receive and recommend Town Council’s approval to adopt the Summary Income Statements for December 2022, as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

7.7 Credit Union Centre Report

7.7.1 *Moved by Councillor Toombs, seconded by Deputy Mayor Spencer to receive and recommend Town Council’s approval to adopt the Credit Union Centre Report for December 2022, as prepared by CUC Manager, Robert Wood. Unanimously carried.*

8. New Business

8.1 Street Lighting Improvements

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

BE IT RESOLVED THAT Committee of Council recommend to Town Council that authorization be provided to the CAO to proceed with the placement of 25 additional streetlights throughout the town and in newly annexed areas, as recommended by staff.

BE IT FURTHER RESOLVED THAT the CAO be directed to draft a Street Lighting Policy for Town Council’s consideration.

Unanimously carried.

8.2 Kensington and Area Chamber of Commerce 2023 Sponsorship Opportunity

8.2.1 *Moved by Deputy Mayor Spencer, seconded by Councillor Gallant*

BE IT RESOLVED THAT Committee of Council recommend to Town Council that the Town of Kensington sponsor the Kensington and Area Chamber of Commerce at their Executive Level for a 10-year period beginning in 2023 and ending in 2032, at a cost of \$5,000 annually.

Unanimously carried.

8.3 2023 Exempt Staff Wage Increase

8.3.1 *Moved by Deputy Mayor Spencer, seconded by Councillor Doucette*

BE IT RESOLVED THAT Committee of Council recommend to Town Council that the CAO be authorized to proceed with a wage increase, effective January 1, 2023, for all exempt staff (excluding the CAO) up to 7.7%, according to the Non-Union Employee Handbook.

Unanimously carried.

9. Councillor Issues/Inquiries

- 9.1** Mayor Caseley & Council discussed the potential purchase of winter & summer jackets for members of Town Council to wear to functions when representing the Town. Staff will bring cost estimates and a proposal for each jacket option, including design artwork that includes the Town Logo and Town Crest.
- 9.2** Mayor Caseley and Council discussed a recognition night to thank the Kensington Volunteer Fire Department and Hurricane Fiona Volunteers. Staff will continue to move forward with planning based on conceptual approval, and members of Council are encouraged to bring thoughts forward for consideration.
- 9.3** Mayor Caseley reminded Council that the Bedford Hockey Exchange takes place January 27 - 29, 2023 weekend.
- 9.4** February 2, 2023, at 10:00 am will be the raising of the flag in recognition of Black History Month.
- 9.5** Councillor Gallant discussed concerns regarding criminal activity within the Town, specific to Town-owned property. It was requested that Council be informed about instances when they present themselves. Mr. Baker confirmed that Council will be notified when situations arise and confirmed information is available.
- 9.6** Councillor Doucette inquired about the Hogg Trail, and it was confirmed that the Provincial Government owns and maintains the property. Members of the community are welcome to contact the Town Hall with concerns or input regarding the property.

10. Correspondence

- 10.1** A donation request from the Heart and Stroke Foundation – *Received for information.*

11. In-Camera (Closed Session)

- 11.1** *Nil.*

12. Adjournment

- 12.1** *Moved by Councillor Gallant, seconded by Deputy Mayor Spencer to adjourn the meeting at 7:38 pm. Unanimously carried.*

Geoff Baker,
CAO

Rowan Caseley,
Mayor

Town of Kensington		
CAO's Report for Committee of Council - February 2023		
Item #	Project/Task	Status
1	Official Plan and Zoning Bylaw - 5 Year Review	Two meetings have been held with DV8 Consulting regarding the draft Official Plan and Development Control Bylaw. A third meeting is planned for March 16, 2023. Once the review is completed and the documents have been fully vetted through the CAO, Municipal Clerk and the Mayor, they will be forwarded and presented to Town Council for consideration.
2	Business Park	We continue to work with prospective purchasers and providing information as required.
3	Official Plan and Development Control Bylaw Amendment - PID No 747790-000	A memo has been circulated with the tentative agenda package requesting Town Council's consideration of authorizing the CAO to proceed with a public consultation process to hear support and/or concerns around the proposed Bylaw and Plan amendment.
4	Credit Union Centre Upgrades	The project is underway and tenders for the ice plant replacement and the board replacement have been issued. The ice plant replacement tender closed on February 15th with one bid being received. A request for decision has been circulated to Town Council for their special meeting planned for Monday, February 27th to request their consideration of awarding the contract. The tender for the board replacement is set to close on February 28th. Other required tender specifications are in the process of being drafted and will be issued as they are completed.
5	Street Light Review	The service order for the additional street lights has been created. We have not been given a timeline as to when the work will be completed.
6	Woodleigh Drive Sidewalk	NO UPDATE The Province has been informed of Town Council's desire to keep this sidewalk in its current location. Staff will evaluate the area and bring options and a recommendation to Town Council with regard to potential improvements to pedestrian and vehicle circulation in the area.
7	Outdoor Ice Hockey Rink/ Dog Park Lights	Direction has been given to proceed with the installation of additional lights at the out door ice rink and a light at the Kensington Country Store Dog Park.
8	Commercial Street/Broadway Street Intersection	Mayor Caseley and I met with the Minister of Transportation on September 22, 2022 to discuss several transportation issues throughout the town. In discussions with Provincial Department of Transportation Staff, I am informed that any work that may be completed in the vicinity of the intersection will be delayed to the 2023 construction season. It is evident that parking spaces may have to be removed to complete any required upgrades.
9	Confederation Trail Road Crossings	A meeting was held with staff of the Department of Transportation on February 23, 2023 to discuss the installation of crosswalks at the Confederation Trail road crossings. The Department of Transportation has agreed to place the crosswalks as we have requested. Annually, the lighted trail crossings crosswalks will be placed in April (end of snowmobile lease of the trail) and removed in November (beginning of snowmobile lease of the trail). The Province has agreed to undertake all work on an annual basis to place and remove the crosswalks.
10	Broadway Street South Water and Sewer Main Extension Project and sidewalk installation (Broadway Street South Infrastructure Upgrades)	(I don't anticipate any further updates on this project until construction recommences in the Spring of 2023) Work on this project has ceased until the Spring of 2023. There were delays in the project associated with material sourcing/procurement and hurricane Fiona. The sidewalk portion of the project will be completed in the Spring of 2023.
11	Ford Taurus Police Interceptor	We have advertised the salvageable parts for sale and will dispose of as purchase offers are made. To date, no offers to purchase have been made for any of the parts.
12	Relocation of Town of Kensington Signs	All signs have been relocated and repaired except for the Barrett Street Sign. We have are working with a property owner further south on the Kelvin Grove road to relocate the sign to their property. The sign will be relocated as soon as land issues are worked out. We are hopeful to have the sign relocated in the Spring of 2023.
13	Electric Vehicle (EV) Chargers	The project has been substantially completed. Bollard covers will be installed once the contractor is able to procure the proper colours. Road markings will be completed as the weather improves. The signage has been procured and received and will be installed by maintenance staff.
14	PEI ATV Federation 'Share the Road' Pilot Project Request	A public consultation session is scheduled for March 8, 2023 at 7:00 PM at the Murray Christian Centre. The ATV Federation has agreed to provide a presentation during the session. Following the session, a report will be drafted and recommendation to Town Council in regards to the proposed pilot project. The consultation session has been advertised in the County Line Courier and a mail out was completed to all mailboxes in the Town.
15	Website	A draft site plan was received before the holidays, it has been reviewed and sent back to the developer with some modifications. Staff and the developer continue to work on content for the site. We are anticipating that the website will be ready to launch early in the second quarter of 2023.
16	Dog Bylaw	NO UPDATE Work on this was ceased in 2022 in favour of working on other projects and initiatives. The Province of PEI is in the process of updating their Dog Act (which was drafted in the 1970's) which may impact how the town proceeds with the Bylaw. Work will continue on the Bylaw as information on the updated Act is available.
17	Business Park Electrical Requirements	Several discussions have been held over the last month in regards to providing the required electricity requirements to the new Kensington business Park.
18	Broadway Street South Sidewalk Replacement	NO UPDATE The tender for this project has been awarded to Curran and Briggs and will be completed in the Spring of 2023.
19	ACOA Rediscover Main Street Project	This project has been substantially completed.
20	Brookins Drive Multi-Unit Residential Development	A development permit application has been received for the development of 18 additional residential units at the end of Brookins Drive (North of the existing multi unit residential development). The application was reviewed by the Town's planning consultant and we are working with the developer to address issues related to parking, traffic circulation, waste bin location, etc. A memo has been circulated with the tentative agenda package for February Committee of Council to subdivide the property to facilitate the development. It is anticipated that the development permit application will be brought to the March regular meeting of Town Council for formal approval.

Item #	Project/Task	Status
21	Sewer/Septic Issue - 130 Broadway Street North	NO UPDATE A cost estimate to complete a sewer connection to this property was received in the amount of just over \$85,000. It included approximately 32 metres of sewer main extension, installation of 2 manholes, approximately 12 metres of service line and associated civil works (asphalt reinstatement, etc.). I have discussed the quote with the property owner and it was determined that any work will be delayed to 2023 to allow the Town to consider a larger water and sewer extension project into this area. Staff are reviewing this now and researching funding options for a potential 2023 project. I have had a discussion with the property owners plumber and it was determined that the current on-site septic system located on the property should be sufficiently operational for the winter months. I have committed that should there be any maintenance issues with the current septic system, that the Town would cover any associated costs.
22	Hurricane Fiona	NO UPDATE There was considerable damage around town resulting from Hurricane Fiona. A significant number of trees around town were fallen or damaged as a result of the storm. All of the downed trees have now been cleaned up and removed and several others impacting infrastructure have been removed. In total 18 trees around the community were removed. Some of the town's buildings saw roof damage including the gazebo, freight shed, pool building, and water controls building. The town's pool had to be drained and cleaned which has been completed. There was some other damage at the CUC property including the loss of a dugout and the safety netting around the ballfield. We have maintained constant contact with our insurance company on the damages and will avail of disaster financial assistance through the province of PEI to assist in clean up activities. Public Works picked up branches and other debris that was placed curbside by residents. The public works yard was open to town residents up until October 31, 2022 to dump storm debris (leaves, branches, trees, etc.). Staff have tracked all costs associated with the hurricane and will claim to the disaster financial assistance and through insurance.
23	Credit Union Centre Issues	I have been working with the Mayor and Credit Union Centre staff to address issues which have been identified with the facility. We are working on putting together a project to upgrade all washrooms in the facility. Funding will be applied for in the second quarter of 2023 to facilitate the completion of the project. Further, I have included in the CUC wage expense for 2023, the provision of additional cleaning staff. CUC staff have changed all of the locks on the rear doors of the facility. All users of the facility are now required to access through the front doors.
24	Establishment of a Part Time Fire Chief Position	A part time Fire Chief position has been included in the draft budget. Further information will be provided as we move through the budgetary process.
25	Black History Month - Flag Raising	The flag raising took place on Thursday, February 2, 2023.
26	Meeting with Kensington North Watershed Association (KNWSA)	NO UPDATE A meeting was held on January 3, 2023 with the KNWSA in regards to tree planting on the eco-gifted property along Woodleigh Drive (vicinity of wellfield). A funding application is being developed by the KNWSA to fund the tree planting project, and if possible, a clean-up and formalization of the walking trails in the existing wooded area. Staff have contacted Environment Canada in regards to the use of the eco-gifted property to ensure that the planned work can proceed.
27	Civic Re-Numbering	NO UPDATE We have been working with the Provincial 911 office in regards to civic numbering issues within the Town. There are a number of areas that require re-numbering under the Town's Bylaw and Provincial regulation. While, at this point in time we have no current timeline for the completion of the re-numbering, staff will continue to work with the Province and will update Town Council as information becomes available.
28	2023/24 Financial Plan	The DRAFT Financial Plan (operations) has been circulated with the tentative agenda package for review. It is anticipated that the Plan will be finalized for consideration at the regular meeting of Town Council scheduled for March 13, 2022.

Kensington Fire Department
Occurrence Report 2023

Description	January	February	March	April	May	June	July	August	September	October	November	December	YTD total	% Total
Medical First Responder	3												3	25.00%
Motor Vehicle Accident	4												4	33.33%
Emergency Response - Fuel Spill, etc													0	0.00%
Fire Related														
Smoke Investigation	1												1	8%
Outside Fire - Brush, Grass, Utility Pole, etc.													0	0%
Structure Fire - House, Building, Vehicle, etc.													0	0%
Alarms	4												4	33%
Total Fire Related	5	0	0	0	0	0	0	0	0	0	0	0	5	
Total Incidents	12	0	0	0	0	0	0	0	0	0	0	0	12	
Mutual Aid Call Out													0	0%
Total Incidents (Including Mutual Aid Provided by KFD)	12	0	0	0	0	0	0	0	0	0	0	0	12	100%
Mutual Aid Call in														
Firefighter Attendance	12													12
Regular Monthly Training - No. of Firefighters	24													24
Training School/Association Meeting/Department Meeting	21													21
Call Area														
Kensington	1												1	8.33%
Malpeque CIC	3												3	25.00%
Zone's 1 to 5	8												8	66.67%
Other													0	0.00%

JANUARY 2023

The Kensington Fire Department responded to **12** calls during the month of January and the average attendance for the fire calls was **12**. Following is the breakdown of calls:

Date	Call Details	Location	# Firefighters	# Trucks
Jan. 2 - 13:37 pm	Residential Fire Alarm	Hamilton	12	2
Jan. 3 05:09 am	Residential Fire Alarm	Schurman's Point	8	1
Jan. 9 - 16:25 pm	Sight of flames - stand down enroute	Old Summerside Rd.	11	0
Jan. 11 - 16:50 pm	MVC	Lower Freetown	17	2
Jan. 14 22:27 pm	MFR	Indian River	8	1
Jan. 16 - 12:26 pm	Residential Fire Alarm	Hamilton	13	1
Jan. 17 - 08:18 am	MFR	Emerald	9	1
Jan. 23 - 18:29 pm	MFR - stand down enroute	Margate	9	0
Jan. 23 - 14:17 pm	Commercial Fire Alarm - stand down	Kensington	6	0
Jan. 23 15:54 pm	MVC	Summerfield	19	2
Jan. 23 - 21:50 pm	MVC - stand down enroute	Traveller's Rest	14	1
Jan. 25 - 15:08 pm	MVC	Margate	16	2

January 3 - Association meeting with 21 present.

January 17 - Training (included a tour of Indian River Farms) with 24 present.

January 26 - One fire truck assisted with escort of Bedford, Quebec bus into Kensington.

January 28 - Bedford and Kensington parents and players participated in a fisherman's challenge at the fire hall. The Kensington parents also prepared and served a meal to everyone.

Rodney Hickey
Chief

Police Department Occurrence Report Summary 2023														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
911 Act	1												1	1.69%
Abandon Vehicle													0	0.00%
Abduction													0	0.00%
Alarms	3												3	5.08%
Animal Calls	2												2	3.39%
Arson													0	0.00%
Assault PO													0	0.00%
Assault with Weapon													0	0.00%
Assaults (Level 1)	2												2	3.39%
Assistance Calls	1												1	1.69%
Bank Runs	2												2	3.39%
Breach of Peace													0	0.00%
Breach of Recognizance													0	0.00%
Break and Enter (business)													0	0.00%
Break and Enter (other)													0	0.00%
Break and Enter (residence)	2												2	3.39%
Carry concealed weapon													0	0.00%
Child Pornography													0	0.00%
Child Welfare	1												1	1.69%
Coroner's Act													0	0.00%
Crime Prevention													0	0.00%
Criminal Harassment													0	0.00%
Dangerous Driving	2												2	3.39%
Disturbing the Peace	1												1	1.69%
Dog Act													0	0.00%
Driving while disqualified													0	0.00%
Drug Charges													0	0.00%
Excise Act													0	0.00%
Fail to Comply Probation													0	0.00%
Fail to comply undertaking	1												1	1.69%
Fail to remain at scene of accident													0	0.00%
Family Relations Act	5												5	8.47%
Fingerprints taken													0	0.00%

Police Department Occurrence Report Summary 2023														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Fire Prevention Act													0	0.00%
Firearm Act													0	0.00%
Forcible confinement													0	0.00%
Fraud													0	0.00%
Funeral Escorts	2												2	3.39%
Harrassing Communication	1												1	1.69%
Impaired Driver													0	0.00%
Information Files	2												2	3.39%
Injury Accidents													0	0.00%
Liquor Offences													0	0.00%
Litter Act													0	0.00%
Lost and Found	3												3	5.08%
Luring Minors													0	0.00%
Mental Health Act	1												1	1.69%
Mischief	1												1	1.69%
Motor Vehicle Accidents	2												2	3.39%
Motor Vehicle Act	2												2	3.39%
Municipal Bylaws													0	0.00%
Off Road Vehicle Act													0	0.00%
Other Criminal Code													0	0.00%
Person Reported Missing	1												1	1.69%
Possession of restricted weapon													0	0.00%
Property Check	2												2	3.39%
Resist Arrest													0	0.00%
Roadside Suspensions													0	0.00%
Robbery													0	0.00%
Sexual Assaults / Interference	1												1	1.69%
STEP (Integrated Traffic Enforcement)													0	0.00%
Sudden Death													0	0.00%
Suspicious Persons / Vehicle	2												2	3.39%
Theft Of Motor Vehicle	2												2	3.39%
Theft Over \$5000													0	0.00%
Theft Under \$5000	3												3	5.08%

Police Report January 2023

There were 3 alarm calls to report for this month.

Jan 25 @ 2200hrs – Wet n Wild, member attended.

Jan 25 @ 2300hrs – Haunted Mansion, member attended.

Jan 31 @ 1100hrs – Hello Kitchen, member attended.

Assistance files for the month consisted of:

KPS stood by to keep peace while person retrieved belongings at former residence.

KPS assist Ch'town Jan 13 serving documents

RCMP assisted KPS with domestic Jan 12

Year To Date Approved Development Permits Summary Report 2023

Development Permit Category	January	February	March	April	May	June	July	August	September	October	November	December	Total
Renovation Single Family Dwelling		2											2
Total:		2											2

Total Estimated Construction Value
\$378,000.00
\$378,000.00

Town of Kensington Bills List January 2023

2023 Canada Games Host Society Inc	DONATION	\$15,000.00
4Imprint	TOK COOLER BAGS	\$2,226.52
Amalgamated Dairies Limited	4923020021	\$35.94
Amalgamated Dairies Limited	4923027017	\$35.94
Amalgamated Dairies Limited	4923014010	\$28.75
Amalgamated Dairies Limited	4923006015	\$57.50
ADL Foods	2512015 P	\$341.00
ADL Foods	2512732 P	\$550.39
ADL Foods	2513248 P	\$1,075.19
ADL Foods	2513764 P	\$1,061.34
ADL Foods	2513981 P	\$908.29
Aerus Electrolux	AIR PURIFIER FILTERS	\$641.63
Aliant	INV9465999	\$363.09
Aliant	INV9467507	\$30.48
Ann Harris	1ST PLACE TEAMWORK	\$50.00
Buffie Boily Photographic Arts	YOUTH AMBASSADOR PICTURE	\$181.70
The Branch Manager	CUC FIONA CLEAN UP	\$2,070.00
Brenda Maclsaac	JAN 2023 RRSP	\$317.56
Building Blocs Home Improvements	MEDICAL CENTER FLOOR REPAIR	\$1,055.25
CAMA	GEOFF CAMA MEMBERSHIP	\$356.50
CAMA	WENDY CAMA MEMBERSHIP	\$356.50
Canadian Association of Fire Chiefs	300007226 ANNUAL MEMBERSHIP	\$350.75
Central Coastal Tourism Partnership Inc.	2023 MEMBERSHIP	\$143.75
CIBC Securities Inc	JAN 2023 RRSP	\$453.40
Combat Computer Inc	ANTIVIRUS RENEWAL	\$1,876.80
Commercial Construction	TRAIN STATION DEC 22	\$644.00
Commercial Construction	TOWN HALL DEC 22	\$276.00
Commercial Construction	FIRE HALL DEC 22	\$230.00
Commercial Construction	CUC RINK DEC 22	\$460.00
Commercial Construction	PW DEC 2022	\$391.00
Commercial Construction	SNOW REMOVAL	\$5,974.25
Controls & Equipment	TOWN HALL HVAC MAINTENANCE	\$543.95

Copper Shore Electric	TOWN HALL BALLAST REPLACEMENT	\$305.91
Credit Union Financial Management	JAN 2023 RRSP	\$829.72
Canadian Union of Public Employees	JAN 2023 UNION DUES	\$597.96
D Alex MacDonald	POLICE SUV REPAIR	\$60.32
DC Tire Sales & Service	KUBOTA TIRE / REPAIR	\$595.68
DC Tire Sales & Service	TRACKLESS REPAIR	\$389.83
Diversified Divers Inc	FIRE - CASCADE CYLINDER REPLACEMENT	\$549.24
Dunk River Industries	FIRE HALL UPGRADES	\$3,849.12
Eastcoast Furnishings	FIRE HALL DRYER	\$1,034.99
Eastlink	19390020	\$869.97
Eastlink	19390724	\$23.00
Eastlink	19390501	\$120.69
Eastlink	19430904	\$174.16
Eastlink	19443668	\$114.94
Elizabeth Hubley	JAN 2023 RENT	\$805.00
Flags & Banners	2801 FLAGS	\$700.60
Frito Lay Canada	43548910	\$340.86
Frito Lay Canada	43548323	\$170.43
Frito Lay Canada	43548578	\$362.39
Geoff Baker	JAN 2023 MILEAGE	\$352.56
Graham Family Expense Fund	NOEL GRAHAM MEMORIAL	\$50.00
Holland College	POLICE ACT TRAINING	\$200.00
Holland College	POLICE UNIFORM	\$486.93
Holland College	POLICE UNIFORM PANT	\$107.80
Holland College	POLICE SUPPLIES / UNIFORM	\$476.49
Holland College	POLICE UNIFORM	\$180.06
Irving Oil	718435	\$206.40
Irving Oil	841048	\$1,243.52
Irving Oil	825918	\$190.74
Irving Oil	47518	\$142.95
Irving Oil	160260	\$400.34
Irving Oil	428906	\$443.54
Irving Oil	450324	\$307.93
Irving Oil	530326	\$95.82

Irving Oil	537341	\$916.31
Irving Oil	34842761	\$100.87
Irving Oil	843405	\$417.48
Irving Oil	26375	\$46.00
Irving Oil	42862	\$383.86
Irving Oil	136202	\$258.59
Irving Oil	225147	\$368.55
Irving Oil	34849457	\$357.37
Irving Oil	341300	\$750.49
Irving Oil	34856686	\$1,422.89
Irving Oil	518016	\$309.03
Irving Oil	948282	\$484.16
Irving Oil	949313	\$548.18
Irving Oil	928895	\$905.18
Irving Oil	17882	\$504.03
Irving Oil	537125	\$702.09
Irving Oil	535759	\$579.42
Island First Aid Service	CUC DEFIBRILLATOR MOUNT	\$206.99
Island Petroleum	00205221999713	\$805.57
Island Petroleum	00205221999714	\$521.26
Island Petroleum	00205221999715	\$564.56
Island Petroleum	00205221999716	\$551.60
Island Petroleum	00205221999717	\$291.40
Island Petroleum	00205221999718	\$1,006.38
Island Petroleum	00205221999719	\$758.93
Island Petroleum	00205221999720	\$595.68
Island Petroleum	00205221999721	\$871.73
Island Regulatory and Appeals Commission	ANNEXATION ADVERTISEMENT	\$665.00
Island Respiratory Specialists Inc	FIRE OXYGEN CYLINDER LEASE	\$160.00
James Gotell	JANUARY MILEAGE	\$384.73
Jason Griffin	MILEAGE JAN 23	\$42.61
Jay MacLeod	JAN 12, 2023 50/50	\$2,845.00
Kays Wholesale	CUC CANTEEN	\$562.42
Kays Wholesale	CUC CANTEEN	\$488.75

Kays Wholesale	CUC CANTEEN	\$390.22
KELLY'S KLEANIN'	FITPLEX CLEANING	\$525.00
Kensington Agricultural Services	KUBOTA PARTS	\$37.13
Kensington Figure Skating Association	JAN 2023 KTOWN CASH	\$500.00
Kensington Metal Products Inc.	FIRE HALL TUBE	\$262.59
Kensington Minor Hockey	JAN 2023 KTOWN CASH	\$500.00
Kensington Senior Surfers	DONATION - FOR INSURANCE	\$476.00
Kent Building Supplies	3002303479	\$379.49
Kent Building Supplies	3002305614	\$33.05
Kent Building Supplies	3002323136	\$27.82
Kent Building Supplies	3002333653	\$21.83
K'Town Auto Parts	54019/5	\$17.72
Landon Yuill	POL OFFICE EXPENSES	\$49.66
Landon Yuill	MILEAGE JAN 23	\$111.57
Landon Yuill	OFFICE SUPPLIES	\$49.64
Langille Sharpening Service Inc	ZAMBONI BLADES	\$310.50
Lewis Sutherland	JAN 2023 RRSP	\$713.40
MacInnis Express (1983) Ltd	ZAMBONI BLADES SHIPPING	\$262.96
Maritime Electric	147034 SO EV CHARGER	\$86.34
Maritime Electric	TOWN HALL JAN 23	\$1,429.47
Maritime Electric	CUC RINK JAN 23	\$10,806.33
Maritime Electric	EV CHARGER JAN 23	\$114.08
Maritime Electric	POLICE CAMERA JAN 23	\$13.42
Maritime Electric	SPEED RADAR JAN 23	\$110.70
Maritime Electric	LIBRARY JAN 23	\$294.20
Maritime Electric	SENIOR CENTER JAN 23	\$282.80
Maritime Electric	CUC SIGN JAN 23	\$30.41
Maritime Electric	CUC CANTEEN JAN 23	\$28.47
Maritime Electric	PW SHOP JAN 23	\$328.20
Maritime Electric	FIRE HALL JAN 23	\$412.97
Maritime Electric	FREIGHT SHED JAN 23	\$310.76
Maritime Electric	TRAIN STATION JAN 23	\$1,101.29
Maritime Electric	NEW EV CHARGER JAN 2023	\$108.51
Maritime Electric	EVK POOL JAN 23	\$47.84

Maritime Electric	ST LIGHTS JAN 23	\$2,860.12
Malpeque Bay Credit Union	JAN 2023 RRSP	\$1,131.02
MDC	POLICE HOLLISTER	\$181.92
Medacom Atlantic Inc	INV014146	\$261.63
Mid Isle Electric	BALLFIELD LIGHT REPAIR	\$587.88
Minister of Finance	POLICE SERVICE ID CARDS	\$103.50
Minister of Finance	NOVEMBER LOCK UP FEE	\$25.00
Minister of Finance	RCMP AGREEMENT	\$6,000.00
Minister of Finance	TOWN HALL / FIRE BOILER INSPECTION	\$310.50
Minister of Finance	FIRE HALL PRESSURE VESSEL INSPECTION	\$51.75
MJS Marketing & Promotions	BEDFORD HOCKEY EXCHANGE AD	\$345.00
Moase Plumbing & Heating	SENIOR CENTER KITCHEN FAUCET	\$176.80
Moase Plumbing & Heating	FIRE HALL FURNACE REPAIR	\$138.00
Moase Plumbing & Heating	CUC FURNACE / WASHROOM REPAIR	\$730.39
Orkin Canada	TOWN HALL PEST CONTROL	\$53.02
Orkin Canada	FIRE HALL PEST CONTROL	\$31.05
Orkin Canada	PUBLIC WORKS PEST CONTROL	\$105.46
PEI Firefighters Association	LEVEL 1 FIRE COURSE	\$497.40
Pepsico	CUC CANTEEN POP	\$1,181.82
Pitney Bowes	PITNEY LATE FEES	\$12.62
Pitney Works	JAN 2023 POSTAGE	\$2,000.00
REGATTASPORT	PEI CANADA GAMES FLAGS	\$201.25
Revolution Media	WEBSITE HOSTING FEE	\$172.50
Right on Board Locksmith	TOWN HALL KEYS CUT / LOCK REPAIR	\$703.80
Right on Board Locksmith	REPLACE MEDICAL CENTER LOCKS	\$423.20
Robert Wood	PROPANE FOR ICE EDGE	\$11.50
Robert Wood	JANUARY 23 MILEAGE	\$180.80
Rodney Hickey	JAN 2023 DRIVERS MEDICAL	\$100.00
Rodney Hickey	JAN 20, 2023 FIRE SUPPLIES	\$310.49
Rogers Plumbing & Heating	TRAIN STATION SUB PUMP INSTALL	\$181.13
Rowan Caseley	MILEAGE JAN 2023	\$331.65
Saunders Equipment Ltd	1997 TRACKLESS PARTS	\$1,285.30
Scotia Securities	JAN 2023 RRSP	\$1,420.24
Scotiabank Visa	JAN 9, 23 KIDS HELP PHONE	\$50.00

Scotiabank Visa	FRIENDS & FAMILY NEW YEARS LEVEE	\$1,659.08
Scotiabank Visa	CUC PROPANE	\$49.98
Scotiabank Visa	ZOOM JAN 5, 2023	\$23.00
Scotiabank Visa	MARY PAYNTER MEMORIAL	\$50.00
Scotiabank Visa	PUBLIC WORKS JACKET	\$215.61
Scotiabank Visa	PEI PHOTOLAB 23	\$135.69
Scotiabank Visa	CUC CANTEEN SUPPLIES	\$158.16
Sisters Cleaning	TOWN HALL CLEANING	\$539.70
Sisters Cleaning	TOWN HALL CLEANING	\$269.85
Sisters Cleaning	TOWN HALL CLEANING	\$269.85
Sisters Cleaning	TOWN HALL CLEANING	\$1,079.40
Spring Valley Building Centre Ltd	K35105	\$45.92
Spring Valley Building Centre Ltd	235239	\$137.76
Spring Valley Building Centre Ltd	235338	\$91.84
Spring Valley Building Centre Ltd	235432	\$45.92
Spring Valley Building Centre Ltd	SENIOR CENTER SUP PUMP	\$229.99
Spring Valley Building Centre Ltd	235540	\$91.84
Staples	OFFICE SUPPLIES	\$679.62
Staples	OFFICE SUPPLIES	\$6.13
Staples	OFFICE SUPPLIES	\$190.74
Staples	OFFICE SUPPLIES	\$166.97
Suncor Energy Products Partnership	POLICE FUEL	\$829.12
GFL Environmental Services Inc	FIRE HALL GARBAGE DISPOSAL	\$127.67
GFL Environmental Services Inc	CUC RINK GARBAGE DISPOSAL	\$362.26
GFL Environmental Services Inc	PUBLIC WORKS GARBAGE DISPOSAL	\$289.50
GFL Environmental Services Inc	TOWN HALL GARBAGE DISPOSAL	\$332.56
T & K Fire Safety Equipment Ltd	SENIOR CENTER FIRE ALARMS / EXTINGUISHER	\$524.41
T & K Fire Safety Equipment Ltd	FIRE HALL ALARM MONITORING	\$276.00
T & K Fire Safety Equipment Ltd	CUC HOSES	\$699.78
T & K Fire Safety Equipment Ltd	TOWN HALL ALARM MONITORING	\$276.00
Telus	JANUARY 2022	\$1,177.64
Toshiba Finance	JAN 9, 2023	\$607.20
Town of Kensington	SENIOR CENTRE JANUARY W&S	\$125.84
Town of Kensington	CUC JANUARY W&S	\$703.04

Town of Kensington	FIRE HALL JANUARY 23 W&S	\$153.60
Town of Kensington	TRAIN STATION JAN W&S	\$65.40
Vacationer RV Services	CUC RINK PARKING LOT SALT	\$230.00
Vail's Fabric Services Ltd	FLOOR MATS REPLACEMENT	\$215.46
Vistaprint	TOK BACKPACKS PROMOTIONAL	\$541.93
Vistaprint	BUSINESS CARDS	\$93.15
WSP Canada Inc	1180943 ENGINEERING FEES	\$776.25
Subtotal		<u>\$132,119.44</u>
Payroll		<u>\$196,486.01</u>
Subtotal Bills and Payroll		<u>\$328,605.45</u>
Capital		
AJL General Contractrors Ltd	9905 BUSINESS PARK	\$6,001.65
Building Blocs Home Improvements	851045 VENDOR CARTS	\$8,884.26
Dalmac Print - Signs- Cresting	70300 FLAG POLES	\$24,329.04
Hummingbird Creative	ICIP CUC SIGN	\$1,374.25
WSP Canada Inc	1180947 BUSINESS PARK	\$1,845.75
Subtotal Capital		<u>\$42,434.95</u>
Total Bills		<u><u>\$371,040.40</u></u>

Water and Sewer Utility Bills List January 2023

Aliant	INV9439640	\$156.96
Aliant	INV946242	\$201.67
Island Coastal Services Ltd	LAGOON VAC TRUCK	\$517.50
Kensington Country Store	CHLORINE	\$454.99
Kensington Septic Service	5994 GARDEN DR JETTER TRUCK	\$690.00
Maritime Electric	SEWAGE LIFT JAN 2023	\$153.48
Maritime Electric	SEWAGE TREAT JAN 23	\$670.96
Maritime Electric	WELL 3 JAN 23	\$614.36
Maritime Electric	PUMP 1 JANUARY 23	\$428.25
Maritime Electric	PUMP CONTROL JAN 23	\$277.85
Maritime Electric	PUMP 2 E JAN 23	\$271.39
Maritime Electric	WATER TOWER JAN 23	\$147.25
Maritime Electric	SEWAGE PUMP JAN 23	\$91.52
Maritime Electric	LIFT STATION JAN 23	\$439.00
Minister of Finance	WATER ANALYSIS	\$541.65
MPWWA	DOUG & RALPH MEMBERSHIPS	\$142.60
Rogers Plumbing & Heating	GARDEN DRIVE SEWER LINE VIDEO	\$287.50
Total W&S Bills		<u><u>\$6,086.93</u></u>

TOWN OF KENSINGTON
Income Statement Comparison of Actual to Budget for January 2023

GENERAL REVENUE	Current Month			Year to Date			Annual Budget	% Full Year
	Actual	Budget	Variance	Actual	YTD Budget	Variance		
General Revenues	\$128,168.73	\$93,503.00	\$34,665.73	\$1,411,435.42	\$1,233,130.00	\$178,305.42	\$1,420,136.00	99%
Police Service	\$22,660.53	\$27,376.00	-\$4,715.47	\$280,922.53	\$284,604.00	-\$3,681.47	\$339,618.00	83%
Town Hall Rent	\$8,653.48	\$8,500.00	\$153.48	\$90,558.68	\$88,800.00	\$1,758.68	\$105,800.00	86%
Recreation	\$0.00	\$0.00	\$0.00	\$2,210.00	\$4,500.00	-\$2,290.00	\$4,500.00	49%
Sales of Service	\$28,152.93	\$32,125.00	-\$3,972.07	\$292,162.34	\$345,450.00	-\$53,287.66	\$412,700.00	71%
Subtotal Revenue	\$187,635.67	\$161,504.00	\$26,131.67	\$2,077,288.97	\$1,956,484.00	\$120,804.97	\$2,282,754.00	91%
GENERAL EXPENSES								
Town Hall	\$18,832.11	\$12,887.00	\$5,945.11	\$161,454.79	\$130,835.00	\$30,619.79	\$155,930.00	104%
General Town	\$48,314.67	\$36,405.00	\$11,909.67	\$520,066.23	\$520,656.00	-\$589.77	\$601,802.00	86%
Police Department	\$54,159.52	\$43,722.00	\$10,437.52	\$543,705.12	\$515,321.00	\$28,384.12	\$612,005.00	89%
Public Works	\$36,340.26	\$33,744.00	\$2,596.26	\$352,671.18	\$372,073.00	-\$19,401.82	\$439,805.00	80%
Train Station	\$4,659.31	\$5,480.00	-\$820.69	\$49,171.40	\$49,655.00	-\$483.60	\$60,290.00	82%
Recreation & Park	\$4,143.96	\$3,145.00	\$998.96	\$113,337.33	\$100,615.00	\$12,722.33	\$106,905.00	106%
Sales of Service	\$12,568.91	\$16,001.00	-\$3,432.09	\$135,071.89	\$175,063.00	-\$39,991.11	\$207,619.00	65%
Subtotal Expenses	\$179,018.74	\$151,384.00	\$27,634.74	\$1,875,477.94	\$1,864,218.00	\$11,259.94	\$2,184,356.00	87%
Net Income (Deficit)	\$8,616.93	\$10,120.00	-\$1,503.07	\$201,811.03	\$92,266.00	\$109,545.03		
Credit Union Centre								
Credit Union Centre Revenue	\$46,712.11	\$37,750.00	\$8,962.11	\$344,675.78	\$315,000.00	\$29,675.78	\$395,000.00	87%
Credit Union Centre Expenses	\$56,969.41	\$35,596.00	\$21,373.41	\$420,357.15	\$307,726.00	\$112,631.15	\$386,958.00	109%
Net Income (Deficit)	-\$10,257.30	\$2,154.00	-\$12,411.30	-\$75,681.37	\$7,274.00	-\$82,955.37		
Fire Department								
Fire Revenues	\$43,557.00	\$23,557.00	\$20,000.00	\$265,570.00	\$235,570.00	\$30,000.00	\$282,684.00	94%
Fire Department Expenses	\$32,446.08	\$23,956.00	\$8,490.08	\$295,252.82	\$262,060.00	\$33,192.82	\$313,322.00	94%
Net Income (Deficit)	\$11,110.92	-\$399.00	\$11,509.92	-\$29,682.82	-\$26,490.00	-\$3,192.82		
Consolidated Net Income (Deficit)	\$9,470.55	\$11,875.00	-\$2,404.45	\$96,446.84	\$73,050.00	\$23,396.84		
							\$75,802.00	
Water and Sewer Utility								
Water & Sewer Revenue	\$57,540.11	\$59,065.00	-\$1,524.89	\$568,206.44	\$569,050.00	-\$843.56	\$687,180.00	83%
Water & Sewer Expenses	\$66,478.88	\$60,134.00	\$6,344.88	\$707,221.69	\$623,040.00	\$84,181.69	\$743,308.00	95%
Water & Sewer Net Income (Deficit)	-\$8,938.77	-\$1,069.00	-\$7,869.77	-\$139,015.25	-\$53,990.00	-\$85,025.25		

TOWN OF KENSINGTON – MEMORANDUM

TO: MAYOR AND TOWN COUNCIL, CAO

FROM: ROBERT WOOD, CUC MANAGER

DATE: JANUARY 2023

SUBJECT: JANUARY 2023 - CREDIT UNION CENTRE REPORT

ATTACHMENT: STATISTICAL REPORT

January 2022

Fitplex

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

Arena

- A number of user groups used the arena in January Including 10 Kensington Minor Hockey teams, 3 Gulf Storm Hockey Teams, 2 Mid Isle Matrix teams, 2 Mid Isle Wildcats female teams, Jr B Vipers Kensington Granites senior team, and Major Midget Wild hockey team. Figure Skating includes Can Skate program, Adult Skating Program, 2 power skating programs in addition to their Figure skating programs. PEI Figure Skating Sectionals rented the facility, two pickup\recreational\old-timers groups twice a week as well.
- In January, CUC Offered Pre school skating, adult skating, Board Hockey for Oldtimers and family skates.
- Moose Plumbing and Heating sponsored all family skates in January, 2023 and in February, the Kensington Lions Club are sponsoring the family skates.

- Outdoor activities include ball hockey area, and the start of the outdoor ice arena with floods on January 30th and will be open the first of February.
- Kensington Wild hosted 1 game in January and the Vipers hosted 5 games, and the Granites 1 Game.
- Kensington-Bedford planning committee hosted the Bedford exchange January 28-29, 2023.

Kensington Cash Draw

- **Jan 5 184.00**
- **Jan 12 186.00**
- **Jan 19 180.00**
- **Jan 26 188.00**

Total 738.00

Ball Fields

- NTR.

Senior Center

- T K fire and safety installed fire extinguishers and carbon monoxide and Smoke detectors for both levels and a common area first aid station was installed as well.

Tennis \ Pickleball Courts KISH

- Nothing to report

Upcoming Events

- ADL Figure Skating Competition February 11, 2023
- U 9 Jamboree March 3, 2023
- KAFSC Ice Show March 24, 2023
- Aaron Doyle Mardi's Gras Tournament March 31-April 2, 2023
- KISH High School Hockey tournament April 2-6, 2023
- Shane Cormier Memorial April 7-9, 2023

TOWN OF KENSINGTON - MEMORANDUM

TO: MAYOR AND TOWN COUNCILLORS
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: 2023 TWIN SHORES PUBLICATION ADVERTISEMENT
DATE: 2023-02-24
CC:

ATTACHMENTS: EMAIL REQUEST, 2022 AD (PLACED)

Background

A request has been received from MJS Marketing for Town Council to consider placing an ad in the 2023 version of the annual Twin Shores publication. The full colour publication (7500 copies) is handed out to all campers and users of the Twin Shores Campground.

Town Council approved the placement of an ad in the 2022 publication. A copy of the 2022 ad is being circulated with this memo.

The cost to place the ad is \$550.00 plus HST.

Recommendation

It is recommended by the Chief Administrative Officer that Committee of Council consider the following resolution:

THAT Committee of Council recommend to Town Council that an ad be placed in the 2023 Twin Shores Publication at a cost of \$55.00 plus HST.



*Sure to complete your Island adventure,
come and explore the Heart of PEI...*



Something for everyone!

LIVE MUSIC WEDNESDAY EVENINGS 6-8 PM

ISLAND DINING - SERVICE STATIONS - GROCERY - HARDWARE STORE
LOCAL SHOPS - BAKERY - ISLAND TRAILS - BANKING - ARTISANS



#HeartofPEI



www.kensington.ca

TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: DEVELOPMENT CONTROL BYLAW AND OFFICIAL PLAN AMENDMENT – PID NO. 747790-000 – BARRETT STREET
DATE: 2023-02-23
ATTACHMENTS: PLANNING REPORT FROM DV8 CONSULTING

Background

A request was received from the owner of a property along Barrett Street (PID 747790-000), to re-zone their property from its current Single Residential (R1) designation to Multi-Unit Residential (R3) to facilitate the construction of two 4-unit residential buildings.

Re-Zoning the subject property requires an amendment to the Town's Development Control Bylaw as well as to the future land use map that is part of the Town's Official Plan.

The following information is being circulated with this memo:

1. Re-Zoning Request
2. DV8 Consulting Report (includes location information)
3. Conceptual Design of Property Development

Staff have reviewed the relevant information and the DV8 Consulting report on the proposed Bylaw and Official Plan amendment and are recommending that Committee of Council direct staff to proceed with the public consultation phase for the amendment application to re-zone the property from Single Unit Residential (R1) to Multi-Unit Residential (R3).

Recommendation

That Committee of Council direct staff to proceed with a public consultation to hear concerns and/or support for a Development Control Bylaw and Official Plan amendment to re-zone PID No. 747790-000 from it's current Single Residential (R1) zoning designation to Multi-Unit Residential (R3), through the following resolution:

BE IT RESOLVED THAT Committee of Council direct the Chief Administrative Officer to proceed with a public consultation to hear concerns and/or support for a proposed Development Control Bylaw and Official Plan amendment to re-zone PID No. 747790-000 from it's current Single Residential (R1) zoning designation to Multi-Unit Residential (R3)

M.S.WOODSIDES LTD

75 Route 104

Margate, PE C0B 1M0

902-888-7169

mswoodsides@gmail.com

To: Town Of Kensington

Geoff baker

January 13, 2023

M.S. Woodsides Ltd would like to submit a request that parcel # 747790-000 be rezoned from R1 - Single Residential to R3 - Multi Unit Residential. If you require further information I can be reached at 902-888-7169.

Thank You

Mark Woodside

M.S. Woodsides Ltd.

February 22, 2023

Town of Kensington
 PO Box 418 Kensington, PE
 COB 1M0
 Email: cao@kensington.ca

Re: PID 747790-000 – Rezoning Request

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 application to rezone PID 747790 located on Kelvin Rd (Rte 109) from Single Residential (R1) to Multi-Unit Residential (R3). This application requires a Bylaw amendment process, as well as an *Official Plan Future Land Use Map* amendment.

Rezoning applications can be reviewed independent from that of a development permit application, however the proposed concept plan provides context for consideration of the rezoning and helps identify potential impacts on adjacent properties. In this case, the applicant is proposing two buildings, each containing 4 townhouse dwelling units, and oriented perpendicular to the street.

With regards to the Lot requirements for a townhouse development, the Lot meets all requirements other than Lot Frontage (see table below). In accordance with Section 4.11.1 (Bylaw), Council may approve a reduced Lot Frontage “provided that the lot width at the building line measures at least as much as the minimum lot frontage for the zone” and in this case, the building line runs perpendicular to the front lot line. Lot frontage requirements are in place to ensure each dwelling unit has access to a public street, however they are somewhat irrelevant for a cluster development such as this, where the dwelling units will not be eligible for subdivision in the future. Note that, if the rezoning is approved, council will still need to approve the reduced lot frontage for the development application.

	Required	Proposed
Lot Area	2,250 m ²	7,386 m ²
Frontage	67.5 m	38.9 m
Front Yard	4.5 m	15.25 m
Rear Yard	4.5 m	79 m
Side Yard	3 m	4.6 m and 17 m
Height	NA (single storey)	10.5 m
Lot Coverage	35%	Estimated < 15%

The Town's Official Plan goals, objectives and policies support residential development and increased density. One of the goals of the Town is to "provide a range of residential zoning to support housing opportunities to meet various socio-economic and physical needs". Furthermore, the objectives of the Town are to "actively promote the Town as a residential location" and "to encourage residential development standards which stress energy efficiency and land use compatibility" – both objectives are better achieved with the higher density provided by attached dwellings.



The Official Plan also prioritizes goals with respect to future development opportunities in the Town by stating that the Town will "establish a plan for future development which minimizes potential land use conflicts" and "ensures an adequate supply of serviced land to accommodate the projected needs of various land uses within the Town". This property's size and location is unique in that the proposed lot is one of few locations where a future road could be built to service a large undeveloped land area. The proposed development could have potential impacts on future development opportunities of this land area if it becomes landlocked (see map above).

While PIDs 709063 and 715615, which are immediately adjacent on the south side of this parcel, do provide a road frontage alternative that could be used as a future public road access, the proposed laneway for this development essentially serves as this road access as well. The question raised by this proposal is what is the most effective use of this land and what is the most efficient method for extending services to the proposed development – and future development beyond?



For your convenience I've prepared an overlay image of the proposed development on an air photo (2020) of the site which provides context for the future build out of the adjacent properties. Council should consider the following with regards to the current proposal:

- Will the residents of the proposed townhouses be comfortable with a future road being constructed in their backyard (i.e., 15 ft from their back deck)? And will these townhouse units be permitted to be subdivided when they have future road frontage on the rear of the buildings but no driveway access from this orientation?
- Will the cost to construct a public road in the future be cost prohibitive because there are no new lots fronting on the new road.
- Will the location of the proposed laneway negatively impact the existing hedgerow of mature trees on the north lot line of the parcel?

There is no denying the urgency of much needed housing development in Kensington (and everywhere in PEI), and as such **I am recommending that Council proceed to the public consultation phase of the rezoning application.**

And in light of the other issues discussed, if the rezoning application is to be approved, I would suggest that the applicant consider a mirror image to what is currently proposed for the site plan, as shown in the next image.



By doing so, the proposed private laneway will run parallel to the south lot line instead of the north lot line. There are several benefits to this alternative, including:

- If/when a future public road is proposed on the adjacent lot, the private laneway could either be repurposed for this road or be removed entirely and driveways could be extended to meet the new road. The conversion of the private road to a public road would allow the townhouses in this development to be subdivided and sold off in the future.
- A single access road would reduce the hard surfacing by half which contributes to better stormwater management and groundwater recharge.
- The north lot line currently has mature trees along its length, and paving the laneway immediately adjacent to the trees will negatively impact the root systems and weaken or kill the trees. To protect the trees, there should be no compaction or excavation under or adjacent to the tree canopy.
- The tree line on the north property boundary could also present issues for electrical services for the property along this boundary. A preferred location for electrical services would be on the south lot line where there are currently no trees.
- The root systems of the trees are likely to shift and pull during extreme weather events in the future (i.e., recall uplifted trees during Hurricane Dorian and Fiona). Shifting trees can cause significant damage to the laneway and underground services.

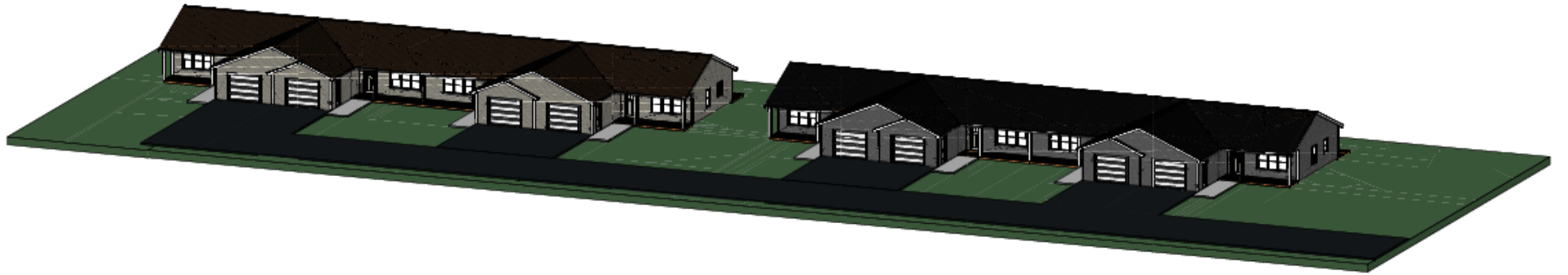
If a future road - to connect to the landlocked areas behind this property - is a desired outcome for the Town the alternative design provides a more efficient use of land and services; and increases future opportunities for subdivision (sale of individual dwelling units) of the townhouse development as proposed.

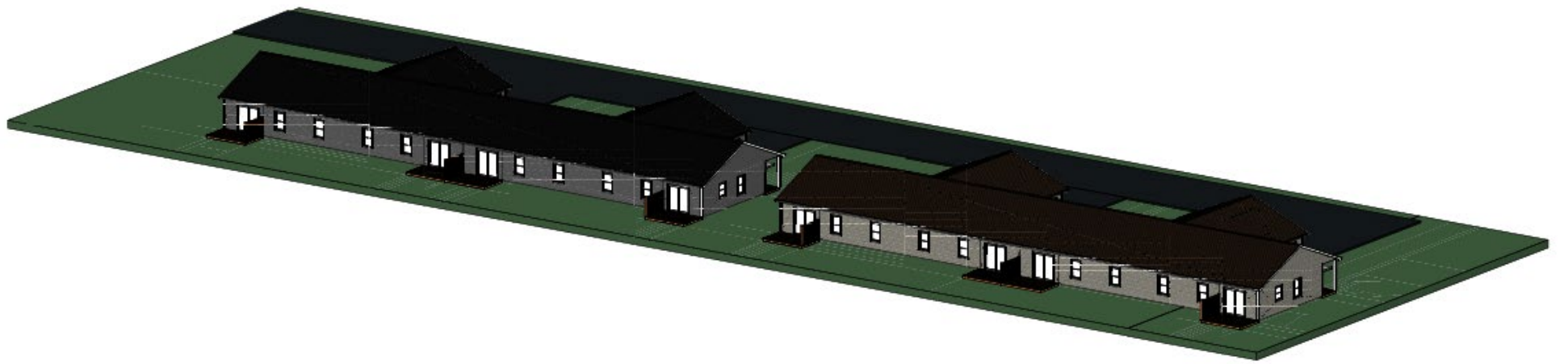
As always, please feel free to contact me with any further questions.

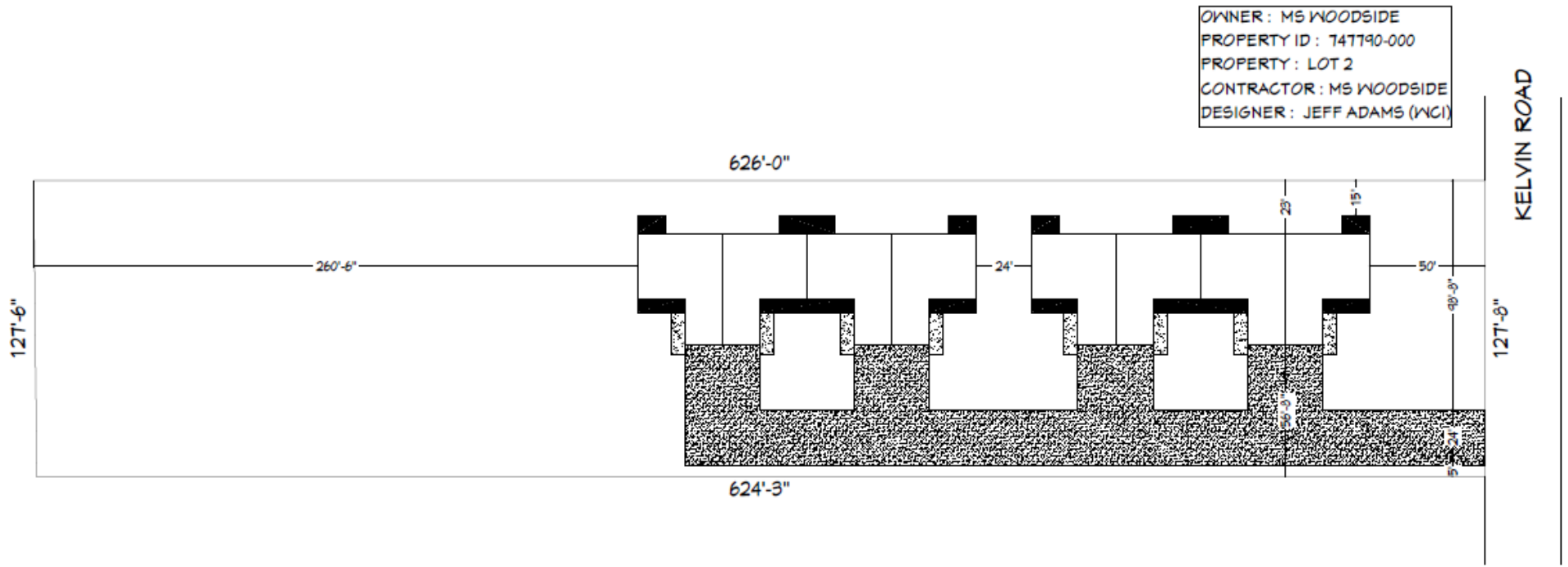
Best regards,

A handwritten signature in blue ink, appearing to be 'H. Parnham', with a long horizontal flourish extending to the right.

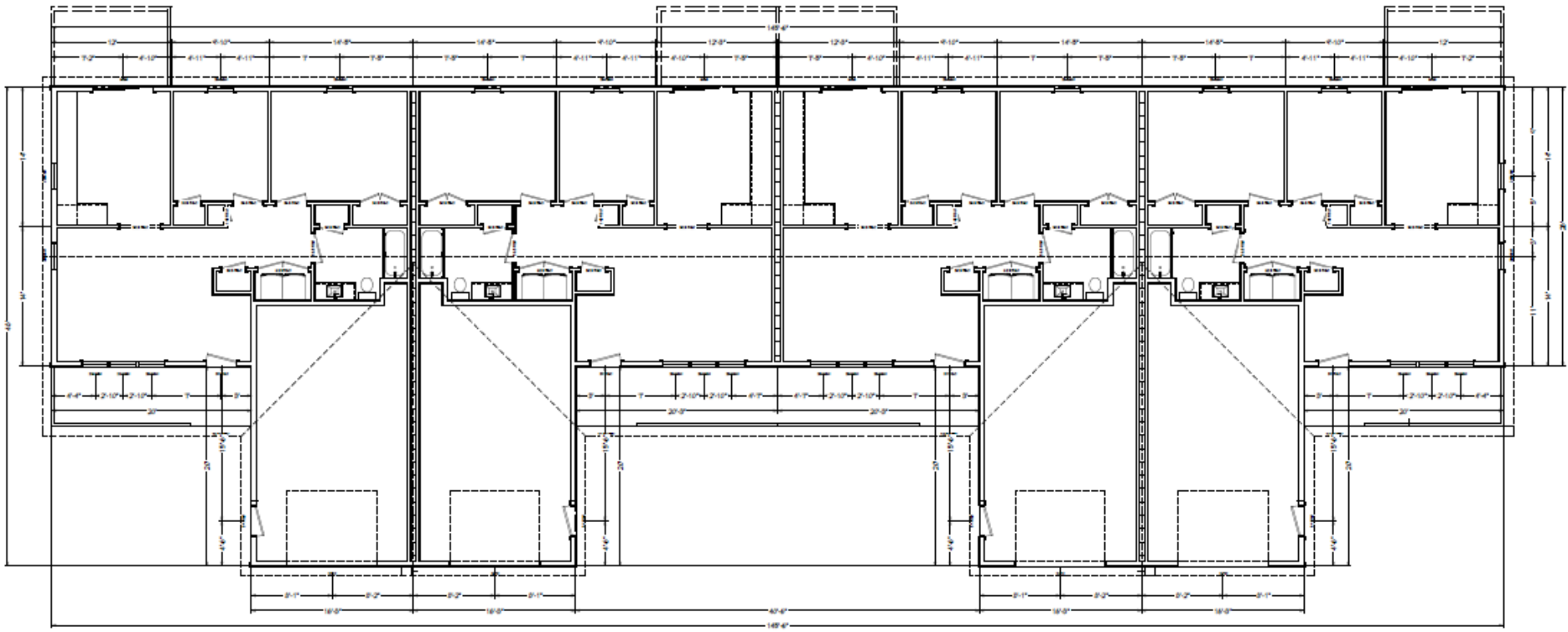
Hope Parnham, CSLA MCIP



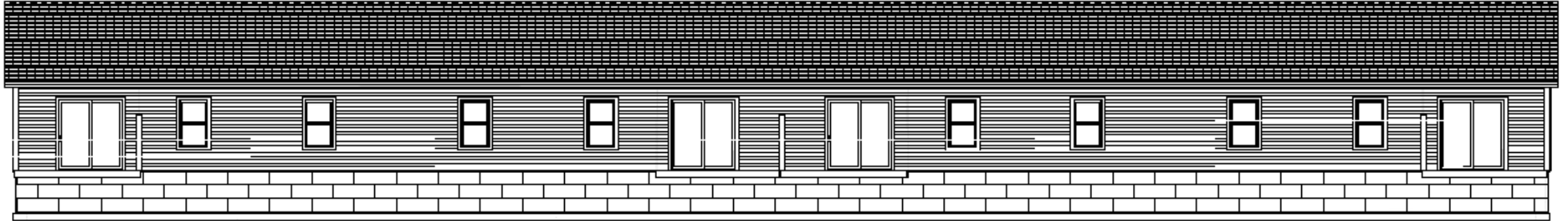




OWNER : MS WOODSIDE
PROPERTY ID : 747790-000
PROPERTY : LOT 2
CONTRACTOR : MS WOODSIDE
DESIGNER : JEFF ADAMS (WCI)



149' 4"
LIVING AREA
3642 SQ FT





TOWN OF KENSINGTON - MEMORANDUM

TO: MAYOR AND TOWN COUNCILLORS
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: SUBDIVISION OF LANDS OF M & S RENTALS INC. PID NO.
77271
DATE: 2023-02-24
CC:

ATTACHMENTS: SUBDIVISION PLAN # 21165-K01

Discussion

The attached subdivision plan # 21165-K01, dated February 17, 2023, drawn by Locus Survey's Ltd. was submitted by Sheldon Stewart on behalf of M&S Rentals Inc., owner of PID No. 77271 located at the end of Brookins Drive, along with a request to subdivide the property into two separate parcels to facilitate the development of 3 – 6-unit residential buildings, being lot 22-1, and the remainder of PID No. 77271.

Attached to this memo is the proposed plan of subdivision, and an email report from DV8 Consulting recommending approval of the subdivision.

***Note that the approval being requested at this time is for the subdivision of the property only, and not for the overall development of the property. It is anticipated that a development permit application will be brought forward for approval at the March 13, 2023 regular meeting of Town Council, along with final approval of the proposed subdivision.*

Development Control Bylaw Considerations

The current zoning (land use) of the property is as follows:

PID NO. 77271 – R3 – Multi-Unit Residential

The newly created Lots (22-1 and remainder) will retain the current zoning designation of R3 following the subdivision of the lands.

Lot subdivisions and consolidations are dealt with under section 20 of the Town's Development Control Bylaw. While section 20 deals primarily with larger scale subdivisions, i.e. multi-lot development, section 20.9 allows Council to approve applications for single lot subdivisions, partial lots and lot consolidations at its discretion, having regard for only those provisions of the Bylaw which it deems applicable to each individual application, provided the application conforms with all other sections of the Bylaw.

Staff and DV8 Consulting have reviewed the preliminary subdivision plan and find it in general compliance with the Development Control Bylaw. The subdivision is supported by the policies of the Official Plan.

Recommendation

It is recommended by the Chief Administrative Officer that Committee of Council consider the following resolution:

THAT Committee of Council recommend to Town Council the approval of subdivision plan # 21165-K01 as the plan of subdivision for PID No. 77271, being lands of M&S Rentals Inc..

cao@kensington.ca

From: Hope Parnham <hparnham@outlook.com>
Sent: Thursday, February 23, 2023 9:15 AM
To: cao@kensington.ca
Subject: RE: Brookins Dr.

This site plan is so much better. I hope that the developer is happy with the new plan as well.

Am I correct that the application for this parcel is just for the subdivision at this time?

If so, I would recommend Council approve the subdivision as no other reasonable provision can be made for this land area to be connected to the public road network and the applicant has shown that a suitable development can fit with sufficient access and circulation. When the applicant is ready to proceed with a development application, I would recommend that a stormwater management plan be required for this site to ensure that water draining off of the proposed laneway and parking area doesn't flow directly in the rear lots of the adjacent homes.

Let me know if you need anything further on this application at this time.

Hope

From: cao@kensington.ca <cao@kensington.ca>
Sent: February 22, 2023 12:58 PM
To: Hope Parnham <hparnham@outlook.com>
Subject: FW: Brookins Dr.

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

From: Sheldon Stewart <sheldonstewart64@hotmail.com>
Sent: Wednesday, February 22, 2023 10:02 AM
To: cao@kensington.ca
Subject: Fw: Brookins Dr.

From: andrew.woodside@locussurveys.ca <andrew.woodside@locussurveys.ca>
Sent: February 17, 2023 8:49 AM
To: sheldonstewart64@hotmail.com <sheldonstewart64@hotmail.com>
Cc: Jamie Clow <jamie.clow@gmail.com>
Subject: Brookins Dr.

Hi Sheldon,

See attached for updated preliminary for units at the end of Brookins. Added the garbage receptacles.

Thanks,
Andrew

From: Hope Parnham <hparnham@outlook.com>
Sent: Wednesday, January 4, 2023 12:03 PM
To: cao@kensington.ca
Subject: RE: Proposed Subdivision Plan - Brookins Drive

Happy New Year Geoff

I've been looking at the proposed site plan for Brookins Drive over the holidays, and I'm not yet prepared to submit my report or recommendation because I'm really not comfortable with the current parking lot design. This property is large and I believe there is room for a creative, convenient and SAFER solution.

In the current plan, the building footprints appear to be arbitrarily set in the middle of the lot, on a 90degree rotation from the existing buildings. I'm not sure why this orientation was selected because it makes the parking lot driveway zigzag at the entrance. The parking spaces and vehicle circulation ends up squeezed in-between the buildings, minimized to the point of concern. Imagine for a moment, all parking spaces filled and a visitor arrives and needs to make a temporary location, I'm not sure where they would go other than all the way back on to the main street. If a parcel delivery truck has to stop, make the delivery and then turn around, even worse, an emergency vehicle stopping to attend to and load a patient in the middle of the parking lot, all other cars will be blocked in the meantime.

Furthermore, the turning points on the end of the T have a 0ft setback to the wall of the end units. This means these units can not have side doors with a step out because the door would hit the car backing up into this space – assuming the car doesn't hit the wall first (backing up is not the best/safest form of turning around). And from a general perspective on how people generally use space, I would bet that the owners of these end units would likely end up parking here or using this turning space for their own purposes, blocking the turning of other vehicles.

While your Bylaw has some requirements for parking lot design and circulation, I know of others that have further details on the design of the parking lot itself. Here are a few sections I've pulled from another Bylaw that I would like to see requested here:

- *Scale drawings drawn to Parking design standards and certified (stamped) by a qualified engineer, architect, or public land surveyor Shall be submitted where there are ten (10) or more Parking Spaces or for less than ten (10) spaces as required by the Development Officer with the application for the Building Permit showing entrances and exits to such Parking facilities, all proposed and Existing Parking Spaces, aisles, lighting, and drainage of the Lot;*
- *At least 1 reserved parking spaces for those who are mobility disabled should be required for multi-unit dwellings with 5-30 units;*
- *the Parking Spaces shall be on a stable surface having a minimum size of 2.75 m (9.0 ft) wide by 6.1 m (20.0 ft) in length, with an aisle width of 6.7 m (22.0 ft) for right angle Parking, 5.49 m (18.0 ft) for 60° Parking, 3.35 m (11.0 ft) for 45° or less;*
- *The access to the Parking Lot shall be 3 m (9.8 ft) for one-way traffic and 6.1 m (20.0 ft) for two-way traffic with a maximum width of access to a public Street to be 7.6 m (24.9 ft);*
- *Parking Spaces for residential properties shall not be situated within 1.5 m (4.9 ft) of any door or window serving as a bedroom*

I would suggest that the developer be asked to revisit the site plan and have a qualified Design Engineer review the building and parking lot configuration to improve the circulation, parking and emergency vehicle access and turning; as well as to address garbage storage and collection. There is plenty of space to work with on the property and I don't expect a redesign would impact the number of units on the property. If the developer would prefer to proceed with the plan as submitted, I will prepare my report and recommendation accordingly. If you would like me to sit-in on the meeting with the developer, please let me know.

Best regards,
Hope

From: cao@kensington.ca <cao@kensington.ca>
Sent: December 15, 2022 2:05 PM
To: Hope Parnham <hparnham@outlook.com>
Subject: RE: Proposed Subdivision Plan - Brookins Drive

Hi Hope!

Thank you for reviewing the initial subdivision plan. They have submitted a site plan and development permit application. I have attached a copy for your review. I have building plans in my possession as well.

I have not reviewed the site plan in detail at this point so if there is any further information required please let me know and Kim or I will get the developer to provide anything required.

Thanks,

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

From: Hope Parnham <hparnham@outlook.com>
Sent: Monday, December 12, 2022 3:04 PM
To: cao@kensington.ca
Subject: RE: Proposed Subdivision Plan - Brookins Drive

Hi Geoff

Has the developer provided a site plan for the proposed multi-unit project?

The issue with this application, isn't specifically the proposed subdivision, but whether or not the new lot will meet the needs of the proposed development. Questions that come to mind: how many units in total will be on the dead end street (I'm pretty sure there's a maximum number permitted under the Fire Code)? Will there be safe access for fire and emergency vehicles through the proposed driveway access point? How will stormwater be addressed at the driveway access point? Where will garbage cans be stored, and where will garbage trucks have access for pick up?

While these are development design related questions – they are integral to ensuring that Section 20.2 of the Bylaw is satisfied. My recommendation would be that the subdivision application be dealt with concurrently with the review of the development permit. Otherwise, approval of the subdivision would not provide the developer with any certainty of the proposed development also being approved.

Let me know if you would like to discuss this further. If they have development plan drafted already, I would be happy to review it right away.

Best regards,
Hope

Hope Parnham APALA CSLA RPP MCIP
(pronouns: she/her)

DV8 Consulting works on the surrendered contemporary and traditional lands of Island Mi'kmaq, being represented by the Abegweit and Lennox Island First Nations.

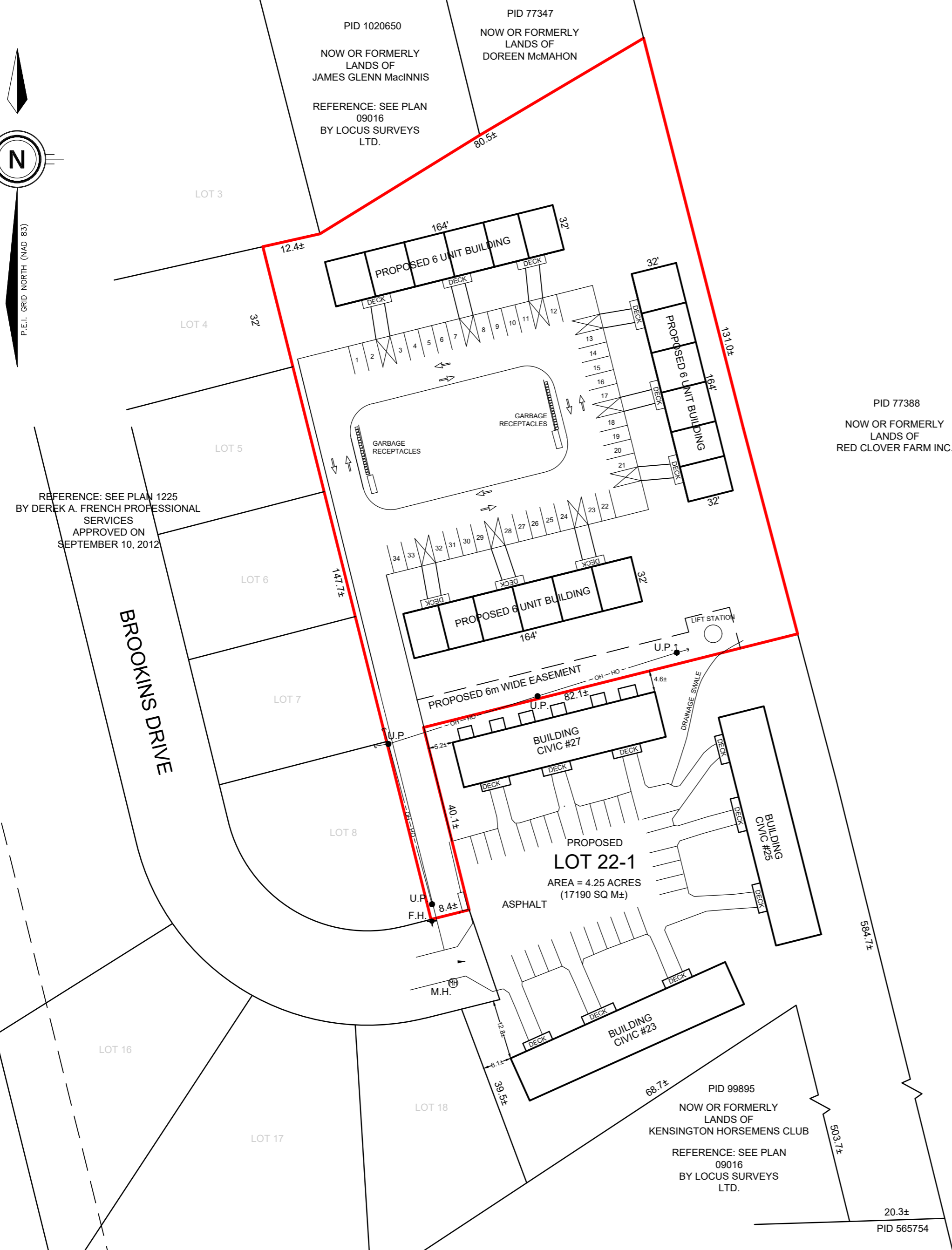
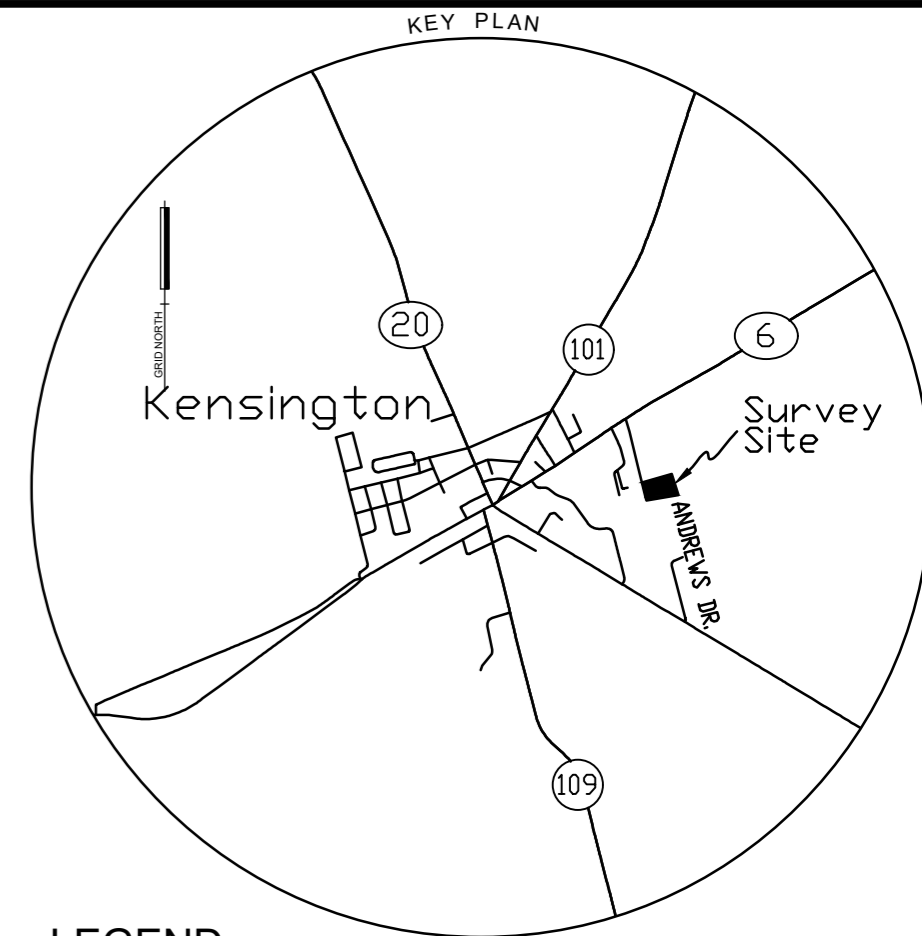
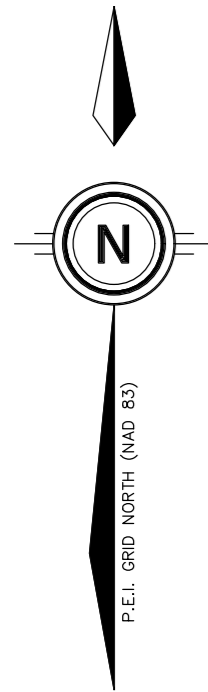
From: cao@kensington.ca <cao@kensington.ca>
Sent: December 9, 2022 9:53 AM
To: Hope Parnham <hparnham@outlook.com>
Subject: Proposed Subdivision Plan - Brookins Drive

Good Morning Hope

I've received the attached proposed subdivision plan to facilitate a subdivision of a property at the end of Brookins Drive. I understand that the property owner is intent on moving forward with a multi-unit development on the property. Can you complete a review of the proposed plan and provide a letter report (and recommendation) back to me?

Thanks, please reach out if you have any questions or concerns.

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



REFERENCE: SEE PLAN 1225
BY DEREK A. FRENCH PROFESSIONAL
SERVICES
APPROVED ON
SEPTEMBER 10, 2012

PID 1020650
NOW OR FORMERLY
LANDS OF
JAMES GLENN MacINNIS
REFERENCE: SEE PLAN
09016
BY LOCUS SURVEYS
LTD.

PID 77347
NOW OR FORMERLY
LANDS OF
DOREEN McMAHON

PID 77388
NOW OR FORMERLY
LANDS OF
RED CLOVER FARM INC.

PID 99895
NOW OR FORMERLY
LANDS OF
KENSINGTON HORSEMENS CLUB
REFERENCE: SEE PLAN
09016
BY LOCUS SURVEYS
LTD.

PROPOSED
LOT 22-1
AREA = 4.25 ACRES
(17190 SQ M±)
ASPHALT

APPROVAL STAMP

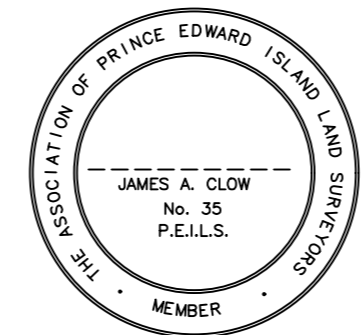
- LEGEND:**
- PL. PLACED SURVEY MARKER
 - FD. FOUND SURVEY MARKER
 - PL. PLACED
 - FD. FOUND
 - P.I.D. NO. PROPERTY IDENTIFICATION NUMBER
 - SQ.M. SQUARE METRES
 - U.M. UNMONUMENTED POINT
 - U.P. UTILITY POLE

- NOTES:**
- FIELD SURVEYS WERE CARRIED OUT ON NOVEMBER 30, 2022.
 - 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 MONUMENTS. PLANE COORDINATES PUBLISHED THEREON ARE REALIZED FROM A DOUBLE STEREOGRAPHIC PROJECTION REFERENCED TO A CANADIAN SPATIAL REFERENCE SYSTEM, NAD83 (CSRS).
 - THE DESIGNATOR, LOT 22-1 ORIGINATES WITH DRAWING 21165-P03.
 - PRELIMINARY APPROVAL IS REQUESTED FOR LOT 22-1.

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

Site Plan Showing
Proposed Layout of
3 - 6 Unit Buildings on
Lands of
M & S RENTALS INC.

PID 77271
KENSINGTON
LOT/TOWNSHIP 19
COUNTY OF PRINCE
PROVINCE OF PRINCE EDWARD ISLAND

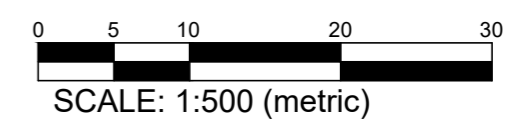


SURVEYOR'S CERTIFICATE

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 17TH DAY OF FEBRUARY, 2023

DRAFT



DATE: FEBRUARY 17, 2023
DWG NO: 21165-K01
DRAWN BY: JAC

TOWN OF KENSINGTON - MEMORANDUM

TO: MAYOR AND TOWN COUNCILLORS
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: TOWN OF KENSINGTON OUTDOOR DIGITAL SIGN PROPOSAL – SYNERGY SCREENS
DATE: 2023-02-24
CC:
ATTACHMENTS: SYNERGY SCREENS OUTDOOR DIGITAL SIGN PROPOSAL

Discussion

A proposal has been received from Synergy Screens (Fore Publications Inc.) requesting Town Council's consideration of permitting an electronic sign to be placed within the Town. They are further requesting that the Town authorize the placement of the electronic sign on Town owned property (exact location to be determined) of which they are requesting a 5-year lease with a first right of refusal for a 5-year renewal if all parties are satisfied with the initial agreement. It is anticipated that the sign would be placed in the vicinity of the new business park, along Victoria Street West.

The sign is proposed to be a brand new 3ft x 8ft Watchfire Outdoor Digital Sign. Synergy Screens would pay the Town of Kensington \$250.00 plus HST per month for the lease of the town owned property.

Synergy Screens would cover all costs associated with installing the sign and would look after all maintenance required for the sign. The Town would further receive two free ads per month, along with free graphic design services.

A copy of the proposal from Synergy Screens is attached. It includes a ‘mock-up’ of a potential location for the sign which may not, in fact, be Town owned land (in the vicinity of the Business Park). If Town Council are desirous of permitting the sign to be placed within the Town, and on town owned land, staff will work to find a suitable location, with adequate exposure, to allow the sign to be placed appropriately.

Within the Synergy Screen proposal are examples of signs which they have currently placed throughout the Province (Summerside and Alberton). Also included is a letter of reference from the City of Summerside.

Recommendation

It is recommended by the Chief Administrative Officer that Committee of Council consider the following resolution:

THAT Committee of Council recommend to Town Council that authorization be given to the Chief Administrative Officer to proceed with the placement of an electronic sign in the Town (exact location to be determined), in partnership with Synergy Screens, and further that the Chief Administrative Officer and Mayor be authorized to enter into a 5-year lease agreement with Synergy Screens for the land area required for the placement of the electronic sign.

Town of Kensington Outdoor Digital Sign Proposal

WHO WE ARE

FORE! Publications Inc. is a digital advertising company, otherwise known as SynergyScreens™, with Indoor (Digital Signage) & Outdoor (Outdoor Digital Signs) advertising opportunities spread across Prince Edward Island.

We have one of Atlantic Canada's largest indoor digital signage networks with locations such as Holland College, Prince Edward Island Restaurants and Shopping Centres.

Take a peek at our Granville Street Outdoor Digital Sign in Summerside, which is 1 of 3 outdoor digital signs we have in the City.

(Please see Appendix A for a few more photos of our Outdoor Digital Signs and Appendix B for a letter of reference from CAO City of Summerside).



Locally Owned & Operated on Prince Edward Island
Owner – Mark Simmons
Tel – (902)314-9449
www.synergyscreens.com

What We'd Like to Do

SynergyScreens (a FORE! Publications Inc. company) is seeking a partnership with the Town of Kensington that includes the installation of a brand new 3ft x 8ft Watchfire (LED-8mm) Outdoor Digital Sign.

SynergyScreens would agree to pay the Town of Kensington **\$250+HST per month** to lease the town land:

Please see Page 4 for a few mock-up image of what the installation would look like and the Town Land location.

This partnership would generate a minimum of **\$15,000** in revenue for the Town and provide local businesses, non for profit organizations and the Town of Kensington the opportunity to reach thousands of local residents and tourists with dynamic messaging about their products and/or services. Sign permit and approval to come from Town of Kensington.

Installation & Operation

SynergyScreens would cover all costs associated with installing the Outdoor Digital sign:

- Purchase of the 3ft x 8ft Watchfire (LED-8mm) Outdoor Digital Sign
- Electrical work and Installation of the Sign.
- Monthly operational fees which includes electrical, insurance and internet.

The Town of Kensington would receive 2 free ads per month (*valued at \$5000.00 per year*) and on top that SynergyScreens would offer free graphic design services for those ads (having proper design is very important so ads don't look distorted or stretched on screen and are fully readable). Town of Kensington ads can be changed anytime throughout the year, usually on a monthly basis, please see Page 5 for some City of Summerside sample ads.

Mock-ups



Term

SynergyScreens seeks a 5-year land lease agreement with the Town of Kensington with a first right of refusal option for a 5-year renewal (to be renewed anytime during the first 5 years) if all parties are satisfied with the initial agreement.

Local Business Benefits

Our focus is supporting local and we are huge advocates that our digital signs become local community boards that provide valuable information for residents (see Appendix C for sample Local Ads). Our signs typically include a mix of Social Responsibility messaging (Gov PEI Don't Drink & Drive), Local Business (Real Estate, Restaurants, etc.) and Local Municipal messaging:



The main focus would be local businesses located in the Town of Kensington who would receive an exclusive discounted rate to advertise on the Outdoor Digital Sign. We also offer a discount for Non for Profit organizations as we want as much local business and community group messaging as possible.

Appendix A

Alberton Outdoor Digital Sign



Central Street Outdoor Digital Sign



Appendix B



January 18, 2022

Letter of Reference: Synergy Screens

The City of Summerside has enjoyed a positive working relationship with Mark Simmons/Synergy Screens since 2014, with a monthly contract for the large Reads Corner digital billboard dating back to 2017.

Multiple City departments currently purchase ad space on 3 exterior digital boards monthly, as well as on smaller interior digital billboards periodically.

Dealing with Mark Simmons, President of Synergy Screens, is always easy, comfortable, and professional with extremely efficient turn-around times and quality work.

The City of Summerside has no doubt benefitted from using Synergy Screens' services as a vehicle to share important City messaging with residents and visitors alike.

Kindest Regards,

A handwritten signature in black ink, appearing to read "Rob Philpott". The signature is stylized with several horizontal strokes extending to the right.

Rob Philpott
Chief Administrative Officer

Appendix C

Sample Local Ads that appear on our Outdoor Digital Signs:



TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: KIM CASELEY, MUNICIPAL CLERK
SUBJECT: DEVELOPMENT PERMIT APPLICATION & VARIANCE REQUEST
– 61 BROADWAY STREET
DATE: 2023-02-24
ATTACHMENTS: DEVELOPMENT PERMIT FROM CHANCES
AERIAL PHOTOGRAPH OF AREA

A development permit application has been received from CHANCES; owner of a property located at 61 Broadway Street N. (King George Place) PID No. 77974 and PID No. 80051, for modifications to the existing building to facilitate code requirements for the operation of a childcare facility.

CHANCES is a non-profit, charitable organization that provides a range of child development and parent support services to children from 0-11 years and their families, particularly those experiencing additional life challenges.

In July of 2022, Town Council approved a Special Permit Use granting CHANCES to operate a childcare facility within the current General Commercial Zoning (C1) designation, which lists Child Care Facilities as a Special Permit Use.

The construction and installation of an emergency fire escape is a requirement under the National Building Code and is included in the development permit application. To facilitate this requirement, a minor variance is required on the Southern side yard.

The side yard requirement in the C1 zone is given in the Development Control Bylaw as 10 feet. It is indicated by CHANCES'S development permit they are requesting the following variance:

- South side of the property: 3.0 ft (30% variance) – allowing a 7.0 ft setback

“Side Yard” is defined in the Development Control Bylaw as a yard extending from the front yard to the rear yard of a lot between a side lot line and the nearest wall of any building or structure on the lot, and “minimum side yard” means the minimum width of a side yard on a lot between a side lot line and the nearest main wall of any main building or structure on the lot.

Recommendation #1

It is recommended by the CAO that Committee Council consider the following:

WHEREAS an application has been received from the owner of 61 Broadway Street N., PID No. 77974 for a variance on the side yard requirements for the property to facilitate an emergency fire exit as required under the National Building Code;

AND WHEREAS Town Council has approved the Special Permit Use for CHANCES to operate a childcare facility within the C1 Zone;

AND WHEREAS the variance has been reviewed against the Development Control Bylaw and the Official Plan in consultation with DV8 consulting, and it is found to be in general compliance therewith;

BE IT RESOLVED THAT Committee of Council recommend that Town Council approve a variance application from CHANCES, being the owner of 61 Broadway Street N., to reduce the side yard requirement from 10.0 feet to 7.0 feet on the south side of the lot.

Recommendation #2

It is recommended by the CAO that Committee Council consider the following:

WHEREAS a development permit application has been received from CHANCES owner of 61 Broadway Street N. – PID No. 77974;

AND WHEREAS Town Council has approved the Special Permit Use for CHANCES to operate a childcare facility within the C1 Zone;

AND WHEREAS Committee of Council recommends that Town Council approve a variance application from CHANCES to reduce the side yard requirement from 10.0 feet to 7.0 feet on the south side of the lot to facilitate an emergency fire exit as required under the National Building Code;

AND WHEREAS staff have evaluated the request against the Town’s Development Control Bylaw in consultation with DV8 consulting, and it is found to be in general compliance therewith;

BE IT RESOLVED THAT Committee of Council recommend that Town Council approve a Development Permit as requested by CHANCES being the owner of 61 Broadway Street N. for internal renovations and the installation of an emergency fire exit.



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:	Feb 16/23
Date Approved:	
PEI Planning:	
Permit Fee: \$	150.00 <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 61 Broadway Street & 2 North Street Property Tax Number (PID): 77974+80051
 Lot No.: _____ Subdivision Name _____ Current Zoning: Commercial
 Are there any existing structures on the property?: No Yes, please describe:
Please see attached

Land Purchased from _____ Year Purchased 2022

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

2. Contact Information

Name: CHANCES Inc. Address: _____
 APPLICANT Phone: _____ Cell: _____ Charlottetown, PE
 Email: _____ Postal Code: C1A 4S6

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

Name: Welsh Home Improvements and Property Management Address: _____
 CONTRACTOR, ARCHITECT OR ENGINEER Phone: _____ Cell: _____ Dunstaffnage, PE
 Email: _____ Postal Code: C1C 0P6

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

Type of Foundation	External Wall Finish	Roof Material	Chimney
<input 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 checked="" type="checkbox"/> Other	<input checked="" type="checkbox"/> Other		

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
2	0	2	Width <u>45</u> Length <u>59</u>

Detailed Project Description: Install half bath on main level + a 2-stall bathroom on second level.
Remove hall wall on main floor. Install fire escape from 2'nd floor. Install fire-rated gyproc as required by Fire Inspector
** See more below

Estimated Value of Construction (not including land cost): 125,000

Projected Start Date: May 1, 2023 **Projected Date of Completion:** May 31, 2023

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.

Detailed Project Description:
Build kitchen, laundry & office on main floor. Install staff room, office & storage on 2'nd floor.
Install Vinyl plank flooring throughout. Install fire detection system.
Install chain link fence between PID 77974 and 77966.
Install chain link fence around perimeter of PID 80051.

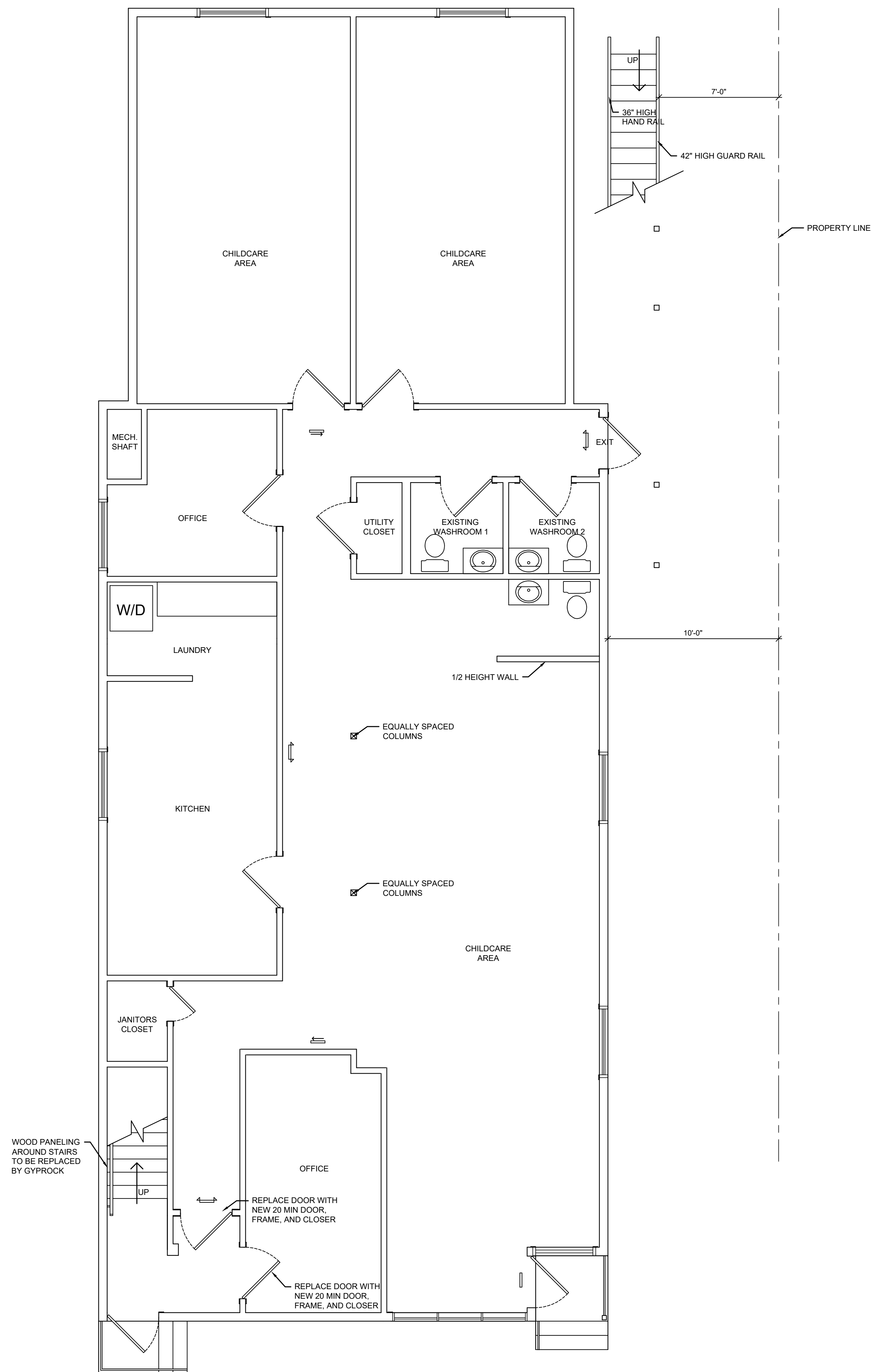
See attached stamped drawings

I DO SOLEMNLY DECLARE & CERTIFY:

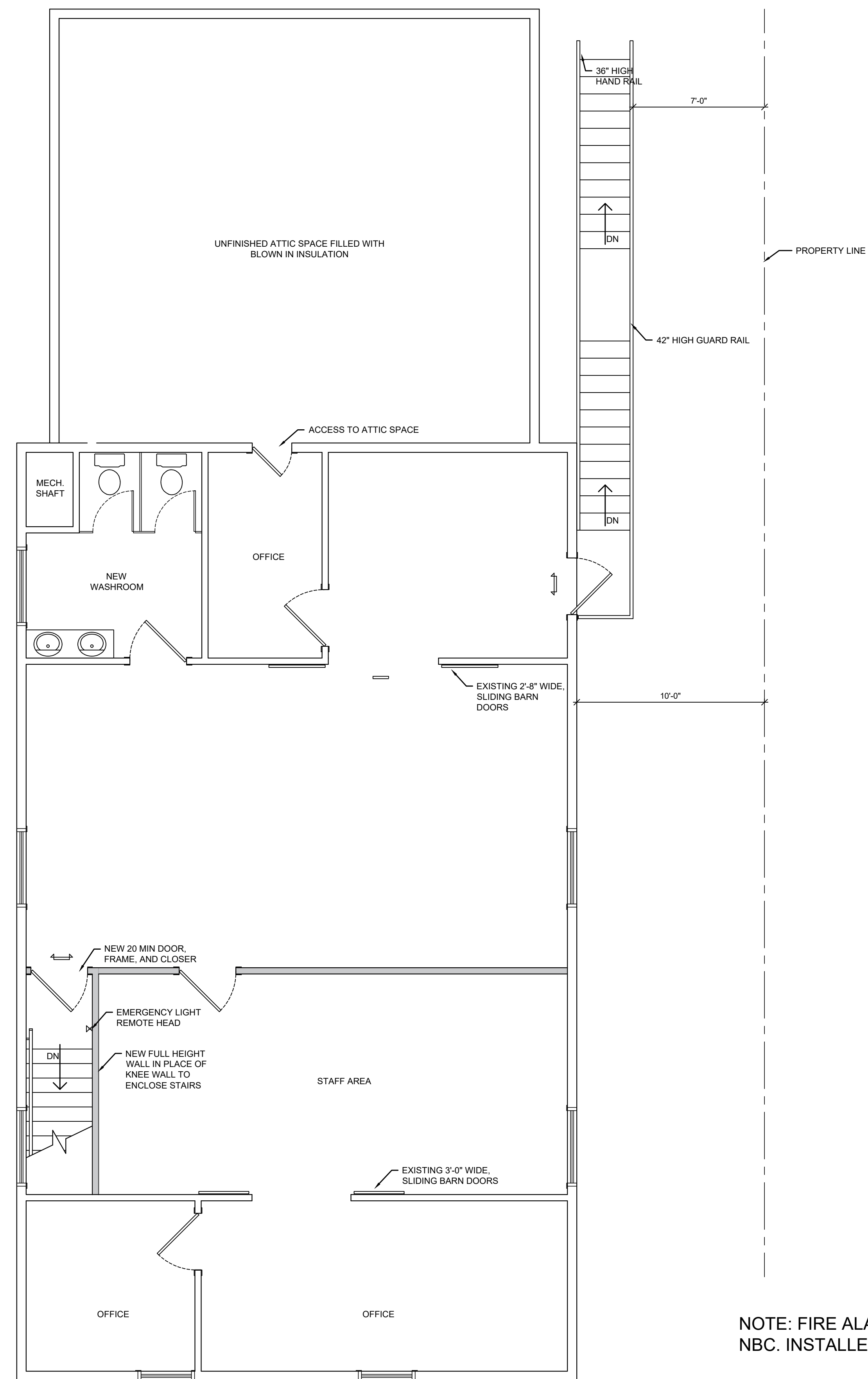
1. That I am the Authorized Agent of the Owner/the Owner named in the Application for a permit hereto attached.
2. That the information contained herein, the attached plans, and other included documents are true and complete and the development will be constructed or carried out in accordance with the 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: February 16, 2023



1 CHANCES DAYCARE FIRST FLOOR PLAN
1/4"=1'-0"



2 CHANCES DAYCARE SECOND FLOOR PLAN
1/4"=1'-0"

NOTE: FIRE ALARM SYSTEM TO MEET NBC. INSTALLED BY BCC/ FIREX.

- = EXIT EXIT SIGN WITH EMERGENCY LIGHTING
- = EXIT EXIT SIGN
- = EXIT EXIT SIGN WITH DIRECTIONAL ARROW
- = EMERGENCY LIGHT REMOTE HEAD



Suite 201, 85 Fitzroy Street
Charlottetown, PEI, Canada,
C1A 1R6
Phone (902) 368-2300
www.colesassociates.com

Client
CHANCES

Project Title
CHANCES DAYCARE
KENSINGTON, P.E.I.

Sheet Title
FIRST AND SECOND FLOOR PLANS

No.	Description	Date	Date: FEB. 13TH 2023	Revision
1	Issued	2022	Drn By: AV	
			Chk By:	
			Project Number:	
			221194	
			Drawing Number:	
			A100	



TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: KIM CASELEY – MUNICIPAL CLERK
SUBJECT: DEVELOPMENT PERMIT – 99 VICTORIA STREET W.
DATE: 2023-02-24
ATTACHMENTS: DEVELOPMENT PERMIT APPLICATION

A development permit application has been received from Kyle Gillis, owner of the property located at 99 Victoria Street W. PID No. 76331 for the renovation of the existing single-dwelling home and construction of a two-bedroom accessory apartment on the basement level.

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. The applicant will be required to secure a building permit from the Province of PEI once a development permit is approved by the Town.

The property is currently zoned R1 – Single Residential Zone which permits an accessory apartment subject to the development regulations outlined in Section 4.25 of the Development Control Bylaw.

Section 4.25 states (with staff comments highlighted in bold):

4.25 Accessory Apartments

One (1) accessory apartment may be constructed within any existing single detached dwelling OR in an accessory building to a single detached dwelling, if the owner of the dwelling, upon written application to the Council, satisfies the Council that all applicable provisions of the By-law have been met.

- a) Accessory apartments are permitted within the main building or in an accessory building but in any case shall be incidental and subordinate to the main use; (*The proposed accessory apartment is incidental and subordinate to the main use of the property (single residential zone). The proposed accessory apartment is estimated at 440 square feet with the main use of the building estimated at approximately 1099 square feet. The accessory apartment contains two bedrooms whereas the main use contains three bedrooms. The accessory apartment could not exist without the main use of the structure being present*)
- b) Accessory apartments shall not contain more than 2 bedrooms; (*The accessory apartment is proposed to contain 2 bedrooms*)
- c) that adequate off-street parking will be provided in addition to the parking space requirements for the main building, in accordance with the parking regulations of this By-law and in the side or rear yard of the building. Parking will not be permitted in the front yard. (*The current driveway allows adequate off-street parking spaces for the main building and accessory apartment. Staff have discussed provisions that allow vehicles to maneuver around each other in a safe manner that does not require moving vehicles from separate units. It is indicated by the property owner that parking for one unit will be provided by an adjacent lot which is also owned by Mr. Gillis. Four (2 per unit) parking spaces are required by the bylaw*)
- d) that all other provisions of this By-law remain applicable to the dwelling and Council may require such changes to the exterior of the dwelling as may be necessary to ensure compliance with this By-law, whether in connection with the construction of the accessory apartment. (*It is noted that the property is considered legal non-conforming under the Development Control Bylaw due to insufficient front yard setback on the south side of the structure. No renovations are proposed such that the side yard deficiency would be further reduced*)

e) that any water and sewer upgrades must be reviewed and approved by the Town prior to any construction. (N/A)

f) where the accessory apartment is to be located in a detached building or within an accessory (N/A)

The Official Plan supports the development through its objective to “actively promote the Town as a residential location and to encourage residential development standards which stress energy efficiency and land use compatibility” as indicated in section 5.4.

Recommendation

That Committee of Council recommends to Town Council the approval of a development permit application submitted by Kyle Gillis for the renovation of the existing single residential home and the conversion of the basement area into an accessory apartment at the property located at 99 Victoria Street W.

Detailed Project Description: My plan is to create a legal second unit in the basement with a separate entrance. 2-bedroom, 1-bathroom unit.
I plan to add a bathroom to the main level, and to convert the main floor and second floor to a 3-bedroom 2-bathroom dwelling.
I have added a new roof already and will set the building up with two electrical meters. New flooring, new kitchen, paint/trim etc. all to be completed.

Estimated Value of Construction (not including land cost): \$120,000

Projected Start Date: February 1, 2023 **Projected Date of Completion:** June 1, 2023

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.

Plans are attached separately. All plans are of the property's interior because there is no change happening to the footprint of the building and all renovations are indoor.

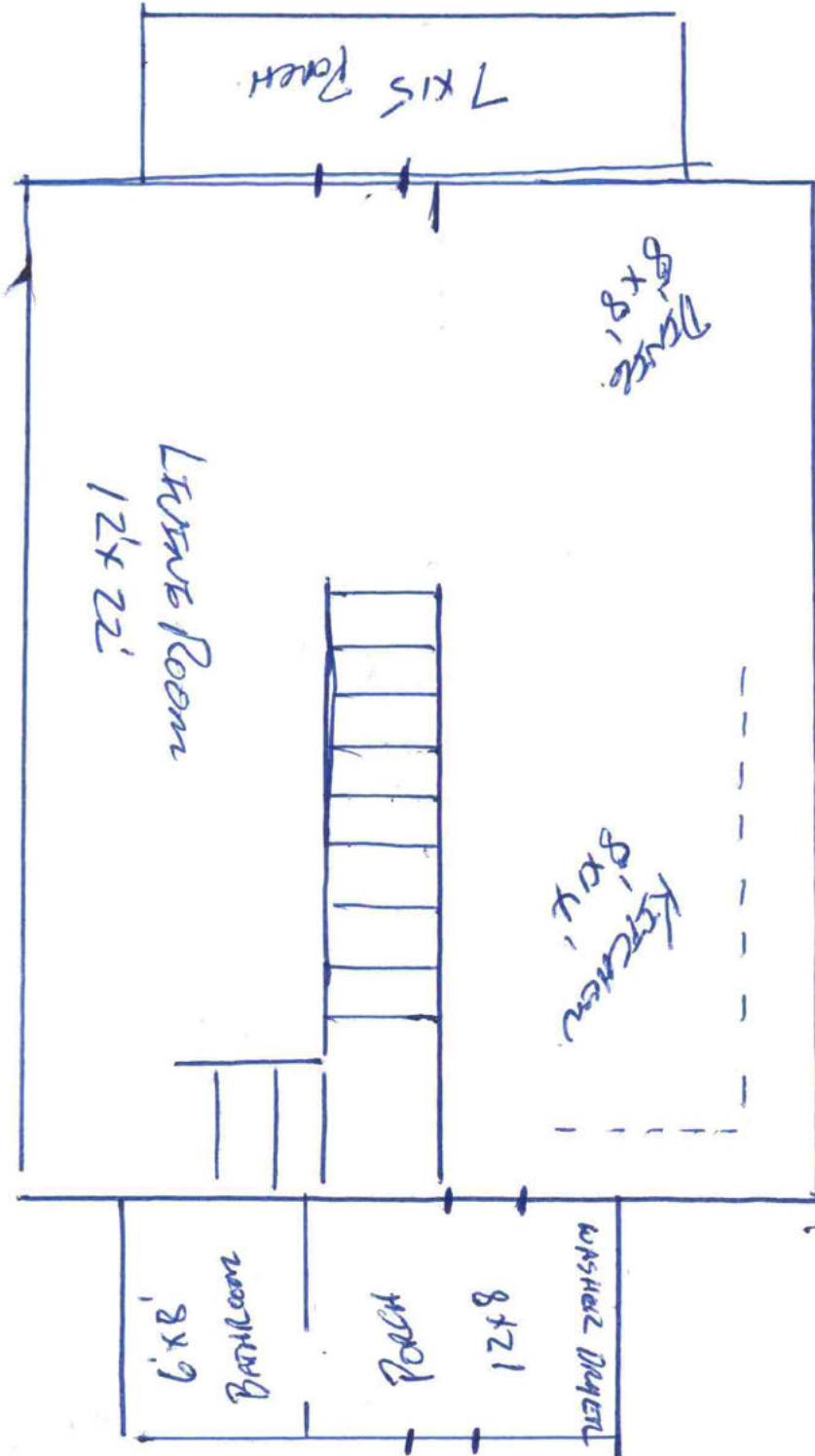
I DO SOLEMNLY DECLARE & CERTIFY:

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.

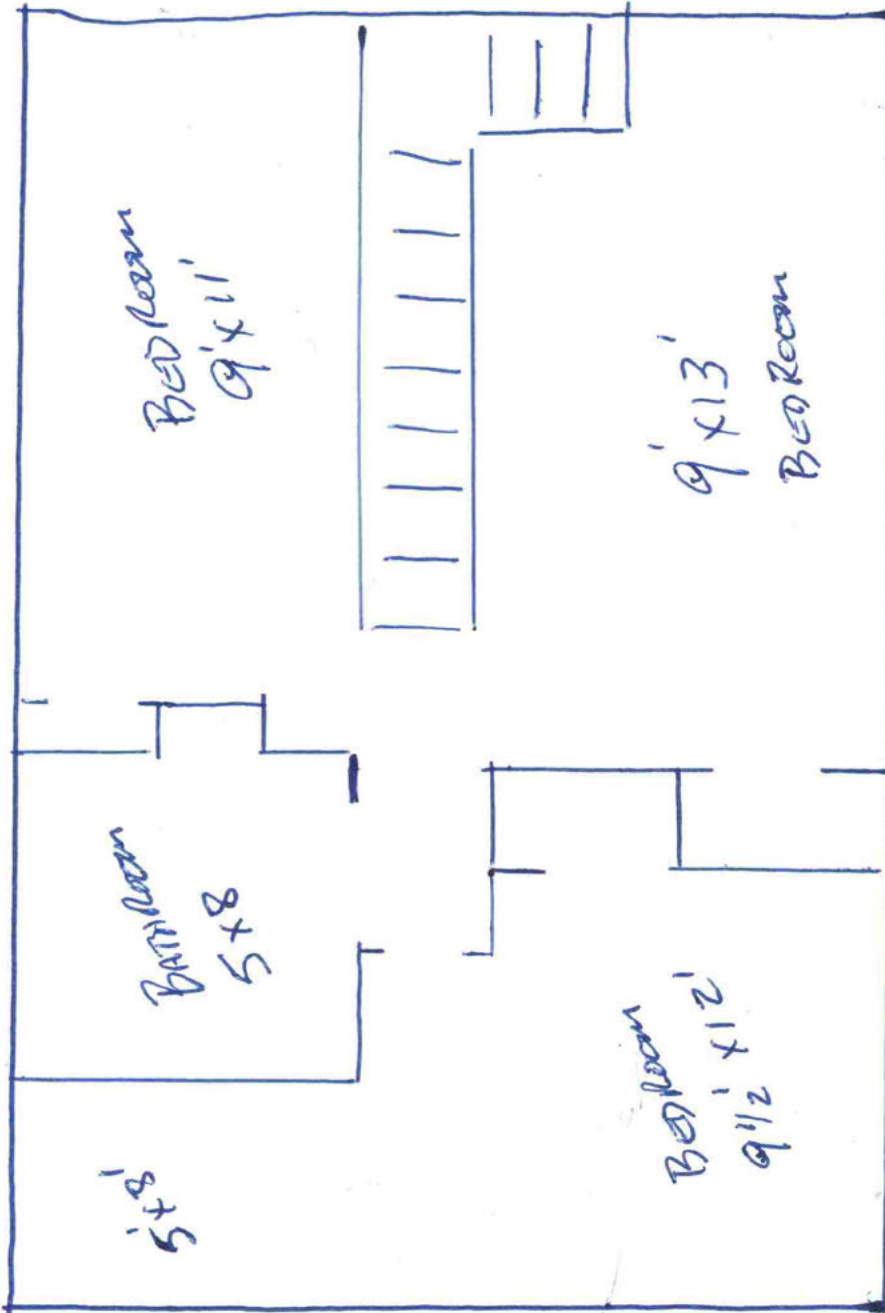
Further, I realize that the payment of monies for this application does not constitute approval of a permit nor approval to commence any part of the work applied for.

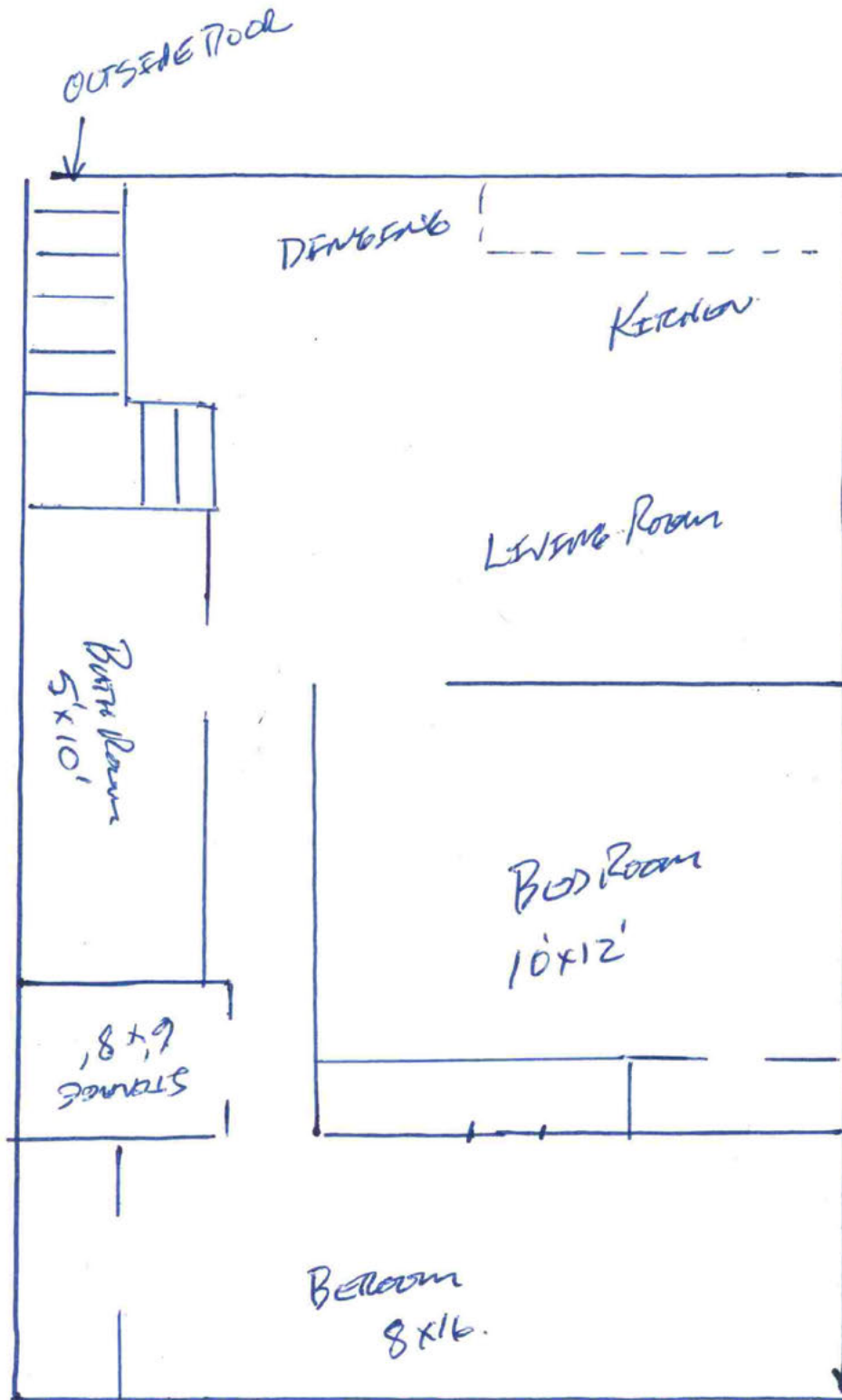
Signature of Applicant  **Date:** February 15, 2023

MAIN FLOOR



LND FLOOR





Town of Kensington
Summary
Budget 2023/24

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	2023 Annual Budget
Revenue													
General Government	\$ 298,220	\$ 100,320	\$ 198,870	\$ 201,370	\$ 200,720	\$ 118,370	\$ 106,720	\$ 100,070	\$ 100,120	\$ 96,820	\$ 96,820	\$ 96,820	\$ 1,715,240
Police	\$ 32,107	\$ 32,107	\$ 38,580	\$ 32,107	\$ 32,107	\$ 32,107	\$ 32,107	\$ 34,880	\$ 32,565	\$ 32,107	\$ 32,107	\$ 32,336	\$ 395,214
Rental Income	\$ 8,660	\$ 8,660	\$ 10,160	\$ 8,660	\$ 8,660	\$ 8,660	\$ 8,660	\$ 10,960	\$ 8,660	\$ 8,660	\$ 8,660	\$ 8,660	\$ 107,720
Recreation and EVK Pool	\$ -	\$ -	\$ 1,000	\$ 2,500	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,500
Sale of Services	\$ 35,625	\$ 38,125	\$ 38,825	\$ 36,125	\$ 36,125	\$ 28,125	\$ 36,125	\$ 33,125	\$ 31,125	\$ 32,125	\$ 33,125	\$ 34,125	\$ 412,700
													\$ -
Total Town Revenue	\$ 374,612	\$ 179,212	\$ 287,435	\$ 280,762	\$ 278,612	\$ 187,262	\$ 183,612	\$ 179,035	\$ 172,470	\$ 169,712	\$ 170,712	\$ 171,941	\$ 2,635,374
Fire Revenue	\$ 26,877	\$ 26,877	\$ 26,877	\$ 26,877	\$ 26,877	\$ 26,877	\$ 26,877	\$ 26,877	\$ 26,877	\$ 26,877	\$ 26,877	\$ 26,877	\$ 322,524
Water & Pollution	\$ 59,065	\$ 59,065	\$ 59,065	\$ 59,065	\$ 59,065	\$ 59,065	\$ 59,065	\$ 59,065	\$ 59,065	\$ 61,290	\$ 61,290	\$ 61,290	\$ 715,455
Credit Union Centre	\$ 15,250	\$ 25,750	\$ 24,750	\$ 25,750	\$ 28,250	\$ 53,750	\$ 50,250	\$ 40,250	\$ 43,250	\$ 38,750	\$ 35,750	\$ 48,750	\$ 430,500
													\$ -
Total Revenue all Sources	\$ 475,804	\$ 290,904	\$ 398,127	\$ 392,454	\$ 392,804	\$ 326,954	\$ 319,804	\$ 305,227	\$ 301,662	\$ 296,629	\$ 294,629	\$ 308,858	\$ 4,103,853
													\$ -
Expenses													\$ -
Town Hall	\$ 12,926	\$ 16,126	\$ 12,696	\$ 11,076	\$ 16,276	\$ 11,326	\$ 12,126	\$ 19,846	\$ 14,477	\$ 14,226	\$ 13,826	\$ 14,551	\$ 169,476
General Government	\$ 129,299	\$ 49,354	\$ 52,804	\$ 58,354	\$ 40,504	\$ 42,504	\$ 41,404	\$ 87,454	\$ 41,496	\$ 43,404	\$ 53,254	\$ 39,137	\$ 678,969
Police	\$ 53,078	\$ 49,468	\$ 75,105	\$ 49,568	\$ 52,978	\$ 59,468	\$ 49,568	\$ 75,305	\$ 58,631	\$ 49,468	\$ 49,468	\$ 57,049	\$ 679,152
Public Works	\$ 37,238	\$ 47,943	\$ 57,025	\$ 48,858	\$ 37,418	\$ 34,268	\$ 34,463	\$ 45,305	\$ 41,657	\$ 39,173	\$ 39,673	\$ 39,240	\$ 502,265
Train Station	\$ 4,630	\$ 5,475	\$ 4,890	\$ 4,890	\$ 5,540	\$ 4,840	\$ 4,610	\$ 5,860	\$ 5,165	\$ 5,435	\$ 5,365	\$ 5,380	\$ 62,080
Parks and Recreation	\$ 4,495	\$ 9,245	\$ 18,375	\$ 23,950	\$ 18,895	\$ 8,725	\$ 6,545	\$ 4,865	\$ 3,645	\$ 3,145	\$ 3,145	\$ 3,145	\$ 108,175
Sale of Services	\$ 15,952	\$ 15,952	\$ 22,867	\$ 15,952	\$ 15,952	\$ 15,952	\$ 15,952	\$ 22,867	\$ 17,095	\$ 15,952	\$ 15,952	\$ 16,523	\$ 206,964
													\$ -
Total Town Expenses	\$ 257,618	\$ 193,563	\$ 243,762	\$ 212,648	\$ 187,563	\$ 177,083	\$ 164,668	\$ 261,502	\$ 182,165	\$ 170,803	\$ 180,683	\$ 175,026	\$ 2,407,081
													\$ -
Total Fire Expenses	\$ 30,290	\$ 29,690	\$ 31,050	\$ 28,940	\$ 28,840	\$ 28,940	\$ 29,240	\$ 68,150	\$ 31,990	\$ 30,540	\$ 30,690	\$ 31,190	\$ 399,550
Total Water & Pollution Exp	\$ 59,450	\$ 60,390	\$ 62,475	\$ 59,450	\$ 60,390	\$ 59,450	\$ 78,450	\$ 63,415	\$ 60,050	\$ 59,450	\$ 59,450	\$ 59,700	\$ 742,120
Total CUC Expenses	\$ 42,073	\$ 25,686	\$ 33,733	\$ 23,636	\$ 44,086	\$ 40,173	\$ 46,830	\$ 44,430	\$ 56,459	\$ 43,230	\$ 43,230	\$ 51,742	\$ 495,308
													\$ -
Total Expenses All Sources	\$ 389,431	\$ 309,329	\$ 371,020	\$ 324,674	\$ 320,879	\$ 305,646	\$ 319,188	\$ 437,497	\$ 330,664	\$ 319,974	\$ 314,053	\$ 317,658	\$ 4,044,059
													\$ -
Variance Water & Sewer	\$ (385)	\$ (1,325)	\$ (3,410)	\$ (385)	\$ (1,325)	\$ (385)	\$ (19,385)	\$ (4,350)	\$ (985)	\$ 1,840	\$ 1,840	\$ 1,590	\$ (26,665)
Variance Town	\$ 116,994	\$ (14,351)	\$ 43,673	\$ 68,114	\$ 91,049	\$ 10,179	\$ 18,944	\$ (82,467)	\$ (9,695)	\$ (1,091)	\$ (9,971)	\$ (3,086)	\$ 228,293
													\$ -
Variance Fire Department	\$ (3,413)	\$ (2,813)	\$ (4,173)	\$ (2,063)	\$ (1,963)	\$ (2,063)	\$ (2,363)	\$ (41,273)	\$ (5,113)	\$ (3,663)	\$ (3,813)	\$ (4,313)	\$ (77,026)
Variance CUC	\$ (26,823)	\$ 64	\$ (8,983)	\$ 2,114	\$ (15,836)	\$ 13,577	\$ 3,420	\$ (4,180)	\$ (13,209)	\$ (4,480)	\$ (7,480)	\$ (2,992)	\$ (64,808)
Surplus (Deficit)	\$ 86,373	\$ (18,425)	\$ 27,107	\$ 67,780	\$ 71,925	\$ 21,308	\$ 616	\$ (132,270)	\$ (29,002)	\$ (7,394)	\$ (19,424)	\$ (8,800)	\$ 59,794

Town of Kensington
Town Hall
Budget 2023/24

	Apr	May	Jun (6weeks pay)	Jul	Aug	Sep	Oct	Nov (6 weeks pay)	Dec	Jan	Feb	Mar	2023 Annual Budget
Depreciation	\$ 4,085	\$ 4,085	\$ 4,085	\$ 4,085	\$ 4,085	\$ 4,085	\$ 4,085	\$ 4,085	\$ 4,085	\$ 4,085	\$ 4,085	\$ 4,085	\$ 49,020
Property Taxes		\$ 3,500			\$ 3,500			\$ 3,500					\$ 10,500
Electricity	\$ 1,300	\$ 1,350	\$ 1,500	\$ 1,700	\$ 1,900	\$ 1,700	\$ 1,700	\$ 1,700	\$ 1,700	\$ 1,700	\$ 1,700	\$ 1,300	\$ 19,250
Heating Oil	\$ 2,500	\$ 650	\$ 550	\$ 250	\$ 250	\$ 500	\$ 1,300	\$ 2,500	\$ 3,400	\$ 3,400	\$ 3,000	\$ 2,500	\$ 20,800
Wages - Custodian	\$ 3,041	\$ 3,041	\$ 4,561	\$ 3,041	\$ 3,041	\$ 3,041	\$ 3,041	\$ 4,561	\$ 3,292	\$ 3,041	\$ 3,041	\$ 3,166	\$ 39,906
Repair and Main. - Building	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 24,000
Janitor Supplies - Town Hall		\$ 1,500			\$ 1,500			\$ 1,500				\$ 1,500	\$ 6,000
Town Hall Consolidation Loan Interest													\$ -
Generator Interest Loan #5													\$ -
													\$ -
Expenditures	\$ 12,926	\$ 16,126	\$ 12,696	\$ 11,076	\$ 16,276	\$ 11,326	\$ 12,126	\$ 19,846	\$ 14,477	\$ 14,226	\$ 13,826	\$ 14,551	\$ 169,476

General Government
Budget 2023/24

Revenue													2023
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Annual Budget
Animal Control													\$ -
Building Permits	\$ 500	\$ 100	\$ 650	\$ 650	\$ 1,000	\$ 650	\$ 900	\$ 650	\$ 400	\$ 100	\$ 100	\$ 100	\$ 5,800
Donations		\$ 500	\$ 1,500	\$ 500						\$ -			\$ 2,500
Canada Day Grant	\$ 1,000												\$ 1,000
Employment Grant				\$ 3,500.00		\$ 21,000.00	\$ 9,100.00	\$ 2,700.00					\$ 36,300
Equalization Grants	\$ 32,543	\$ 32,543	\$ 32,543	\$ 32,543	\$ 32,543	\$ 32,543	\$ 32,543	\$ 32,543	\$ 32,543	\$ 32,543	\$ 32,543	\$ 32,543	\$ 390,516
Miscellaneous Revenue	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 3,000
PST Refund (MCEG)		\$ 3,000			\$ 3,000				\$ 3,000				\$ 9,000
Property Taxes and Tax Credit Less Police Tax Credit	\$ 63,927	\$ 63,927	\$ 63,927	\$ 63,927	\$ 63,927	\$ 63,927	\$ 63,927	\$ 63,927	\$ 63,927	\$ 63,927	\$ 63,927	\$ 63,927	\$ 767,124
Gain or Loss on Disposal of Assets	\$ 200,000		\$ 100,000	\$ 100,000	\$ 100,000								\$ 500,000
Subtotal General Revenue	\$ 298,220	\$ 100,320	\$ 198,870	\$ 201,370	\$ 200,720	\$ 118,370	\$ 106,720	\$ 100,070	\$ 100,120	\$ 96,820	\$ 96,820	\$ 96,820	\$ 1,715,240
KNWSA	\$ 560	\$ 560	\$ 560	\$ 560	\$ 560	\$ 560	\$ 560	\$ 560	\$ 560	\$ 560	\$ 560	\$ 560	\$ 6,720
Kensington Family Medical Centre	\$ 4,120	\$ 4,120	\$ 4,120	\$ 4,120	\$ 4,120	\$ 4,120	\$ 4,120	\$ 4,120	\$ 4,120	\$ 4,120	\$ 4,120	\$ 4,120	\$ 49,440
Miscellaneous Rent			\$ 1,500					\$ 2,300					\$ 3,800
Kiddie Town Daycare	\$ 460	\$ 460	\$ 460	\$ 460	\$ 460	\$ 460	\$ 460	\$ 460	\$ 460	\$ 460	\$ 460	\$ 460	\$ 5,520
Chamber of Commerce	\$ 131	\$ 131	\$ 131	\$ 131	\$ 131	\$ 131	\$ 131	\$ 131	\$ 131	\$ 131	\$ 131	\$ 131	\$ 1,572
Indian River Festival	\$ 97	\$ 97	\$ 97	\$ 97	\$ 97	\$ 97	\$ 97	\$ 97	\$ 97	\$ 97	\$ 97	\$ 97	\$ 1,164
Train Station	\$ 2,340	\$ 2,340	\$ 2,340	\$ 2,340	\$ 2,340	\$ 2,340	\$ 2,340	\$ 2,340	\$ 2,340	\$ 2,340	\$ 2,340	\$ 2,340	\$ 28,080
Kensington Physiotherapy	\$ 812	\$ 812	\$ 812	\$ 812	\$ 812	\$ 812	\$ 812	\$ 812	\$ 812	\$ 812	\$ 812	\$ 812	\$ 9,744
CBDC	\$ 140	\$ 140	\$ 140	\$ 140	\$ 140	\$ 140	\$ 140	\$ 140	\$ 140	\$ 140	\$ 140	\$ 140	\$ 1,680
Subtotal Rental Revenue	\$ 8,660	\$ 8,660	\$ 10,160	\$ 8,660	\$ 8,660	\$ 8,660	\$ 8,660	\$ 10,960	\$ 8,660	\$ 8,660	\$ 8,660	\$ 8,660	\$ 107,720
Recreation & Aqua Program			\$ 1,000	\$ 2,500	\$ 1,000								\$ 4,500
Subtotal Recreation Revenue	\$ -	\$ -	\$ 1,000	\$ 2,500	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,500
Total Revenue	\$ 306,880	\$ 108,980	\$ 210,030	\$ 212,530	\$ 210,380	\$ 127,030	\$ 115,380	\$ 111,030	\$ 108,780	\$ 105,480	\$ 105,480	\$ 105,480	\$ 1,827,460
Depreciation	\$ 915	\$ 915	\$ 915	\$ 915	\$ 915	\$ 915	\$ 915	\$ 915	\$ 915	\$ 915	\$ 915	\$ 915	\$ 10,980
Deficit Recovery													
Reserve Fund													\$ -
Property Taxes(Gorman/Walker/ Business Park)		\$ 3,000		\$ 3,000	\$ 3,000			\$ 3,000					\$ 9,000
Telephone	\$ 330	\$ 330	\$ 330	\$ 330	\$ 330	\$ 330	\$ 330	\$ 330	\$ 330	\$ 330	\$ 330	\$ 330	\$ 3,960
Cellular	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 6,000
Office Expenses	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 18,000
IT Services	\$ 300	\$ 1,100	\$ 300	\$ 300	\$ 300	\$ 1,500	\$ 300	\$ 2,500	\$ 300	\$ 1,000	\$ 300	\$ 300	\$ 8,500
Advertising	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 13,800
Wages - Administration	\$ 24,504	\$ 24,504	\$ 36,704	\$ 24,504	\$ 24,504	\$ 24,504	\$ 24,504	\$ 36,704	\$ 26,571	\$ 24,504	\$ 24,504	\$ 25,537	\$ 321,549
Workers Compensation				\$ 7,200									\$ 7,200
Honorariums								\$ 30,000					\$ 30,000
Conventions and Meetings	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 1,200
Dues & Memberships	\$ 4,170									\$ 1,450			\$ 5,620
Travel and Mileage	\$ 450	\$ 1,200	\$ 450	\$ 450	\$ 450	\$ 450	\$ 1,200	\$ 450	\$ 450	\$ 450	\$ 450	\$ 450	\$ 6,900
Proff Development	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 600
Donations and Grants	\$ 2,000	\$ 8,000	\$ 3,000	\$ 1,350	\$ 1,200	\$ 3,700	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 26,450
KISH Scholarship			\$ 1,000										\$ 1,000
Miscellaneous	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 2,000	\$ 2,000	\$ 50	\$ 50	\$ 50	\$ 50	\$ 4,500
Crosswalk Duties	\$ 600	\$ 600	\$ 400			\$ 400	\$ 600	\$ 600	\$ 400	\$ 600	\$ 600	\$ 600	\$ 5,400
Emergency Shelter Expense	\$ 100				\$ 100	\$ 1,000	\$ 100	\$ 100	\$ 250	\$ 250	\$ 250	\$ 100	\$ 2,250
Insurance - Other	\$ 75,000										\$ 15,000		\$ 90,000

Professional Fees - Accountant				\$ 13,000										\$ 13,000
Professional Fees - Other	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 36,000
ByLaw Enforcement	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 2,400
Fire Share of General Government	\$ (4,030)	\$ (4,030)	\$ (4,030)	\$ (4,030)	\$ (4,030)	\$ (4,030)	\$ (4,030)	\$ (4,030)	\$ (4,030)	\$ (4,030)	\$ (4,030)	\$ (4,030)	\$ (4,030)	\$ (48,360)
Animal Control	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 120
Photocopier	\$ 800	\$ 200	\$ 200	\$ 800	\$ 200	\$ 200	\$ 800	\$ 200	\$ 200	\$ 200	\$ 800	\$ 200	\$ 200	\$ 4,800
Web Page Expenses	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 300
ADP Payroll Expenses	\$ 430	\$ 430	\$ 430	\$ 430	\$ 430	\$ 430	\$ 430	\$ 430	\$ 430	\$ 430	\$ 430	\$ 430	\$ 430	\$ 5,160
Bank Charges	\$ 215	\$ 215	\$ 215	\$ 215	\$ 215	\$ 215	\$ 215	\$ 215	\$ 215	\$ 215	\$ 215	\$ 215	\$ 215	\$ 2,580
Promotional Materials & Flags	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 7,200
Operating Loan Interest	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 900
Fire Protection Charge	\$ 4,760	\$ 4,760	\$ 4,760	\$ 4,760	\$ 4,760	\$ 4,760	\$ 4,760	\$ 4,760	\$ 4,760	\$ 4,760	\$ 4,760	\$ 4,760	\$ 4,760	\$ 57,120
Allocation to Sales and Services	\$ (3,000)	\$ (3,000)	\$ (3,000)	\$ (3,000)	\$ (3,000)	\$ (3,000)	\$ (3,000)	\$ (3,000)	\$ (3,000)	\$ (3,000)	\$ (3,000)	\$ (3,000)	\$ (3,000)	\$ (36,000)
W&S Share of General Government	\$ (11,900)	\$ (11,900)	\$ (11,900)	\$ (11,900)	\$ (11,900)	\$ (11,900)	\$ (11,900)	\$ (11,900)	\$ (11,900)	\$ (11,900)	\$ (11,900)	\$ (11,900)	\$ (11,900)	\$ (142,800)
Kensington Fire Dues	\$ 3,960	\$ 3,960	\$ 3,960	\$ 3,960	\$ 3,960	\$ 3,960	\$ 3,960	\$ 3,960	\$ 3,960	\$ 3,960	\$ 3,960	\$ 3,960	\$ 3,960	\$ 47,520
Fire Dept Reserve Loan Interest														\$ -
Francis St & School St Loan Int.														\$ -
Business Park Expense	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 4,800
2013/2014 Capital Loan Interest														\$ -
Capital Loan 2022	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 45,000
2012 Street Upgrade Interest														\$ -
12 School Street Loan Interest														\$ -
Storm Sewer Linwood/Maple Lane Interest														\$ -
Cogsdale Maintenance Fee	\$ 6,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,400	\$ -	\$ -	\$ 8,900
Business Park Loan Interest (57%)	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 78,000
COVID Expense	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 120
Library Expense	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 13,800
Vue Work	\$ 4,125								\$ 1,375					\$ 5,500
Expenditures	\$ 129,299	\$ 49,354	\$ 52,804	\$ 58,354	\$ 40,504	\$ 42,504	\$ 41,404	\$ 87,454	\$ 41,496	\$ 43,404	\$ 53,254	\$ 39,137	\$ 678,969	

Town of Kensington
Police Department
Budget 2023/24

Expense	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	2023
													Annual Budget
Depreciation	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 42,000
Telephone	\$ 500	\$ 500	\$ 1,000	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 6,500
Cellular	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 6,000
Office Expenses	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 2,400
IT Services & Cameras	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 3,000
Wages - Police Full Time	\$ 27,899	\$ 27,899	\$ 41,848	\$ 27,899	\$ 27,899	\$ 27,899	\$ 27,899	\$ 41,848	\$ 30,204	\$ 27,899	\$ 27,899	\$ 29,052	\$ 366,142
Wages - Training	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 14,400
Wages - Part Time/Casual	\$ 4,828	\$ 4,828	\$ 7,243	\$ 4,828	\$ 4,828	\$ 4,828	\$ 4,828	\$ 7,243	\$ 5,227	\$ 4,828	\$ 4,828	\$ 5,028	\$ 63,368
Wages - Police Recoverable	\$ 5,547	\$ 5,547	\$ 8,320	\$ 5,547	\$ 5,547	\$ 5,547	\$ 5,547	\$ 8,320	\$ 6,005	\$ 5,547	\$ 5,547	\$ 5,776	\$ 72,794
Wages - Major Crime	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 12,000
Workers Compensation	\$ 3,510				\$ 3,510								\$ 7,020
Repair and Main. - Equip	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 4,200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 6,400
Repair and Main. - Vehicle	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 4,800
Vehicle - Gas & Oil	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 18,000
Travel and Mileage	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 1,800
Proff Development	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 1,200
Uniforms - Clothing & Supplies	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 2,400
Insurance - Life	\$ 119	\$ 119	\$ 119	\$ 119	\$ 119	\$ 119	\$ 119	\$ 119	\$ 119	\$ 119	\$ 119	\$ 119	\$ 1,428
Answering Service - police	\$ -	\$ -	\$ 6,000	\$ -	\$ -	\$ 6,000	\$ -	\$ -	\$ 6,000	\$ -	\$ -	\$ 6,000	\$ 24,000
Vehicle - Rental	\$ 100			\$ 100			\$ 100						\$ 300
Court Costs & Witness Fees	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 600
Crime Prevention Initiatives	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 300
PROS								\$ 6,700					\$ 6,700
Police Vehicle Loan Interest	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 3,600
Administration from Sales of Services	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 12,000
Expenditures	\$ 53,078	\$ 49,468	\$ 75,105	\$ 49,568	\$ 52,978	\$ 59,468	\$ 49,568	\$ 75,305	\$ 58,631	\$ 49,468	\$ 49,468	\$ 57,049	\$ 679,152

Town of Kensington
Public Works
Budget 2023/24

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	2023 Annual Budget
Expense													
Depreciation	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 276,000
Property Taxes	\$ 170				\$ 170			\$ 170					\$ 510
Electricity	\$ 320	\$ 270	\$ 215	\$ 210	\$ 225	\$ 220	\$ 215	\$ 325	\$ 425	\$ 425	\$ 425	\$ 300	\$ 3,575
Heating Oil	\$ 500	\$ 425			\$ 575		\$ 200	\$ 700	\$ 1,000	\$ 500	\$ 1,000	\$ 500	\$ 5,400
Electricity - Street Lights	\$ 3,500	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 36,500
Cellular	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 3,600
Wages Public Works	\$ 14,323	\$ 15,523	\$ 25,085	\$ 16,723	\$ 16,723	\$ 14,323	\$ 14,323	\$ 22,685	\$ 17,507	\$ 15,523	\$ 15,523	\$ 16,215	\$ 204,480
Repair and Main. - Equip	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 12,000
Repair and Main. - Vehicle	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 1,800
Repair and Main. - Building	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 2,400
Vehicle - Gas & Oil	\$ 880	\$ 880	\$ 880	\$ 880	\$ 880	\$ 880	\$ 880	\$ 880	\$ 880	\$ 880	\$ 880	\$ 880	\$ 10,560
Snow and Ice Control	\$ 1,500							\$ 1,500	\$ 3,000	\$ 3,000	\$ 3,000	\$ 2,500	\$ 14,500
Uniforms - Clothing & Supplies	\$ 200			\$ 200				\$ 200					\$ 600
Gas & Oil - Equipment Public Works	\$ 630	\$ 630	\$ 630	\$ 630	\$ 630	\$ 630	\$ 630	\$ 630	\$ 630	\$ 630	\$ 630	\$ 630	\$ 7,560
Small Tools & Shop Supplies	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 1,800
Miscellaneous/ signage, fencing, trees	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 6,000
Garbage Disposal	\$ 215	\$ 215	\$ 215	\$ 215	\$ 215	\$ 215	\$ 215	\$ 215	\$ 215	\$ 215	\$ 215	\$ 215	\$ 2,580
Patching & Sidewalk Repairs		\$ 12,000	\$ 12,000	\$ 12,000									\$ 36,000
Water and Sewer Share	\$ (10,300)	\$ (10,300)	\$ (10,300)	\$ (10,300)	\$ (10,300)	\$ (10,300)	\$ (10,300)	\$ (10,300)	\$ (10,300)	\$ (10,300)	\$ (10,300)	\$ (10,300)	\$ (123,600)
Public Works Interest on Loans													\$ -
Expenditures	\$ 37,238	\$ 47,943	\$ 57,025	\$ 48,858	\$ 37,418	\$ 34,268	\$ 34,463	\$ 45,305	\$ 41,657	\$ 39,173	\$ 39,673	\$ 39,240	\$ 502,265

Town of Kensington
 Train Station
 Budget 2023/24

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	2023 Annual Budget
Expense													
Depreciation	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 24,000
Water & Sewer	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 720
Property Taxes		\$ 700			\$ 700			\$ 700					\$ 2,100
Electricity	\$ 980	\$ 980	\$ 980	\$ 1,180	\$ 1,180	\$ 1,180	\$ 980	\$ 980	\$ 1,180	\$ 1,180	\$ 1,180	\$ 1,180	\$ 13,160
Heating Oil	\$ 475	\$ 620	\$ 800	\$ 550	\$ 500	\$ 500	\$ 450	\$ 1,000	\$ 750	\$ 1,000	\$ 1,000	\$ 1,000	\$ 8,645
Freight Shed Electricity	\$ 215	\$ 215	\$ 150	\$ 200	\$ 200	\$ 200	\$ 220	\$ 220	\$ 275	\$ 295	\$ 225	\$ 240	\$ 2,655
Repair and Main. - Equip	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 600
Repair and Main. - Building	\$ 850	\$ 850	\$ 850	\$ 850	\$ 850	\$ 850	\$ 850	\$ 850	\$ 850	\$ 850	\$ 850	\$ 850	\$ 10,200
Train Station Int Infrast Loan #23													\$ -
Expenditures	\$ 4,630	\$ 5,475	\$ 4,890	\$ 4,890	\$ 5,540	\$ 4,840	\$ 4,610	\$ 5,860	\$ 5,165	\$ 5,435	\$ 5,365	\$ 5,380	\$ 62,080

Town of Kensington
Recreation & Parks
Budget 2023/24

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	2023 Annual Budget
Expense													
Depreciation	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475	\$ 5,700
Property Taxes		\$ 1,220			\$ 1,220			\$ 1,220					\$ 3,660
Electricity	\$ 70	\$ 100	\$ 500	\$ 925	\$ 900	\$ 550	\$ 120	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	\$ 3,515
Wages - EVK Pool			\$ 2,000	\$ 8,600	\$ 8,100	\$ 1,500							\$ 20,200
Repair and Maint - Equip		\$ 500	\$ 250	\$ 250	\$ 250								\$ 1,250
Repair and Maint. - Building	\$ 350	\$ 1,350	\$ 1,350	\$ 1,350	\$ 350	\$ 350	\$ 350						\$ 5,450
Uniforms - Clothing & Supplies		\$ 500											\$ 500
Special Events Expense	\$ 1,500	\$ 3,000	\$ 2,700	\$ 1,500	\$ 2,000	\$ 500	\$ 500	\$ 1,000	\$ 1,000	\$ 500	\$ 500	\$ 500	\$ 15,200
Chemicals			\$ 2,000	\$ 750	\$ 500	\$ 250							\$ 3,500
Canada Day Expenses			\$ 1,000	\$ 3,000									\$ 4,000
CUC Operational Grant	\$ 2,100	\$ 2,100	\$ 2,100	\$ 2,100	\$ 2,100	\$ 2,100	\$ 2,100	\$ 2,100	\$ 2,100	\$ 2,100	\$ 2,100	\$ 2,100	\$ 25,200
Park Improvements			\$ 6,000	\$ 5,000	\$ 3,000	\$ 3,000	\$ 3,000						\$ 20,000
Expenditures	\$ 4,495	\$ 9,245	\$ 18,375	\$ 23,950	\$ 18,895	\$ 8,725	\$ 6,545	\$ 4,865	\$ 3,645	\$ 3,145	\$ 3,145	\$ 3,145	\$ 108,175

Town of Kensington
Sales of Service
Budget 2023/24

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	2023 Annual Budget
Revenue													
Contract Revenue	\$ 35,500	\$ 38,000	\$ 38,700	\$ 36,000	\$ 36,000	\$ 28,000	\$ 36,000	\$ 33,000	\$ 31,000	\$ 32,000	\$ 33,000	\$ 34,000	\$ 411,200
Record Checks	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 1,500
Sales of Services Revenue	\$ 35,625	\$ 38,125	\$ 38,825	\$ 36,125	\$ 36,125	\$ 28,125	\$ 36,125	\$ 33,125	\$ 31,125	\$ 32,125	\$ 33,125	\$ 34,125	\$ 412,700
Expenses													
Office Expenses	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 360
IT Services	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 600
Allocation from General Government	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 36,000
Administration to Police Department	\$ (1,000)	\$ (1,000)	\$ (1,000)	\$ (1,000)	\$ (1,000)	\$ (1,000)	\$ (1,000)	\$ (1,000)	\$ (1,000)	\$ (1,000)	\$ (1,000)	\$ (1,000)	\$ (12,000)
Wages - Police Tech's	\$ 13,832	\$ 13,832	\$ 20,747	\$ 13,832	\$ 13,832	\$ 13,832	\$ 13,832	\$ 20,747	\$ 14,975	\$ 13,832	\$ 13,832	\$ 14,403	\$ 181,524
Prof Development	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 480
PROS									\$ -			\$ -	\$ -
Expenditures	\$ 15,952	\$ 15,952	\$ 22,867	\$ 15,952	\$ 15,952	\$ 15,952	\$ 15,952	\$ 22,867	\$ 17,095	\$ 15,952	\$ 15,952	\$ 16,523	\$ 206,964

**Water & Sewer Utility
Budget 2023/24**

													Annual Budget
Revenue	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Water Revenue	\$ 21,650	\$ 21,650	\$ 21,650	\$ 21,650	\$ 21,650	\$ 21,650	\$ 21,650	\$ 21,650	\$ 21,650	\$ 22,300	\$ 22,300	\$ 22,300	\$ 261,750
Interest Water A/R	\$ 180	\$ 180	\$ 180	\$ 180	\$ 180	\$ 180	\$ 180	\$ 180	\$ 180	\$ 180	\$ 180	\$ 180	\$ 2,160
Water Rating Charge	\$ 5,735	\$ 5,735	\$ 5,735	\$ 5,735	\$ 5,735	\$ 5,735	\$ 5,735	\$ 5,735	\$ 5,735	\$ 5,735	\$ 5,735	\$ 5,735	\$ 68,820
Sewer Revenue	\$ 31,500	\$ 31,500	\$ 31,500	\$ 31,500	\$ 31,500	\$ 31,500	\$ 31,500	\$ 31,500	\$ 31,500	\$ 33,075	\$ 33,075	\$ 33,075	\$ 382,725
Total Revenue	\$ 59,065	\$ 59,065	\$ 59,065	\$ 59,065	\$ 59,065	\$ 59,065	\$ 59,065	\$ 59,065	\$ 59,065	\$ 61,290	\$ 61,290	\$ 61,290	\$ 715,455
Expense													
Capital Expense	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 144,000
Deficit Recovery													\$ -
Reserve													\$ -
Property Tax		\$ 940			\$ 940			\$ 940					\$ 2,820
Electricity	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 6,000
Telephone	\$ 425	\$ 425	\$ 425	\$ 425	\$ 425	\$ 425	\$ 425	\$ 425	\$ 425	\$ 425	\$ 425	\$ 425	\$ 5,100
Advertising	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 120
Professional Development	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 1,200
Wages Water & Sewer Operator	\$ 6,050	\$ 6,050	\$ 9,075	\$ 6,050	\$ 6,050	\$ 6,050	\$ 6,050	\$ 9,075	\$ 6,650	\$ 6,050	\$ 6,050	\$ 6,300	\$ 79,500
Repairs & Maintenance water	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 18,000
Bank Charges water	\$ 325	\$ 325	\$ 325	\$ 325	\$ 325	\$ 325	\$ 325	\$ 325	\$ 325	\$ 325	\$ 325	\$ 325	\$ 3,900
Interest on LT Debt Water	\$ 6,625	\$ 6,625	\$ 6,625	\$ 6,625	\$ 6,625	\$ 6,625	\$ 6,625	\$ 6,625	\$ 6,625	\$ 6,625	\$ 6,625	\$ 6,625	\$ 79,500
Water Analysis	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 4,800
Water Chlorination	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 3,600
Bank Charges - Sewer	\$ 315	\$ 315	\$ 315	\$ 315	\$ 315	\$ 315	\$ 315	\$ 315	\$ 315	\$ 315	\$ 315	\$ 315	\$ 3,780
Interest on LT Debt Sewer	\$ 5,700	\$ 5,700	\$ 5,700	\$ 5,700	\$ 5,700	\$ 5,700	\$ 5,700	\$ 5,700	\$ 5,700	\$ 5,700	\$ 5,700	\$ 5,700	\$ 68,400
Repairs and Maintenance Sewer	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 22,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 55,000
Share of Gen Gov't	\$ 11,900	\$ 11,900	\$ 11,900	\$ 11,900	\$ 11,900	\$ 11,900	\$ 11,900	\$ 11,900	\$ 11,900	\$ 11,900	\$ 11,900	\$ 11,900	\$ 142,800
Share of Public Works	\$ 10,300	\$ 10,300	\$ 10,300	\$ 10,300	\$ 10,300	\$ 10,300	\$ 10,300	\$ 10,300	\$ 10,300	\$ 10,300	\$ 10,300	\$ 10,300	\$ 123,600
Expenditures	\$ 59,450	\$ 60,390	\$ 62,475	\$ 59,450	\$ 60,390	\$ 59,450	\$ 78,450	\$ 63,415	\$ 60,050	\$ 59,450	\$ 59,450	\$ 59,700	\$ 742,120
Variance	-\$ 385	-\$ 1,325	-\$ 3,410	-\$ 385	-\$ 1,325	-\$ 385	-\$ 19,385	-\$ 4,350	-\$ 985	\$ 1,840	\$ 1,840	\$ 1,590	\$ (26,665.00)

CUC Ballfield Expenses	\$ -	\$ 200	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600
CUC Canteen Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 21,000
CUC Harvest Festival Expenses	\$ -	\$ -	\$ 100	\$ 1,000	\$ 20,000	\$ 500	\$ 100	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,200
CUC Fitplex Expenses	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 2,400
CUC Snow Removal	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 3,300
CUC MBCU Loan Interest	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 600
CUC Fund Raising Expenses	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500
CUC Dehumidifier Interest														\$ -
CUC Zamboni Loan Interest						\$ 1,000								\$ 1,000
CUC Senior Center Oil	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 900
CUC Senior Center Electricity	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 2,400
CUC Senior Center Repair and Main	\$ 2,000	\$ -	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,400
CUC Travel and Mileage	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 1,800
CUC Donations and Grants														\$ -
CUC Insurance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,500	\$ 7,500
CUC Janitorial Supplies	\$ 375	\$ 375	\$ 375	\$ 375	\$ 375	\$ 375	\$ 375	\$ 375	\$ 375	\$ 375	\$ 375	\$ 375	\$ 375	\$ 4,500
CUC Bank Charges	\$ 270	\$ 270	\$ 270	\$ 270	\$ 270	\$ 270	\$ 270	\$ 270	\$ 270	\$ 270	\$ 270	\$ 270	\$ 270	\$ 3,240
CUC Garbage Removal	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 3,000
Total Expenditures	\$ 42,073	\$ 25,686	\$ 33,733	\$ 23,636	\$ 44,086	\$ 40,173	\$ 46,830	\$ 44,430	\$ 56,459	\$ 43,230	\$ 43,230	\$ 51,742	\$ 495,308	
Variance	\$ (26,823)	\$ 64	\$ (8,983)	\$ 2,114	\$ (15,836)	\$ 13,577	\$ 3,420	\$ (4,180)	\$ (13,209)	\$ (4,480)	\$ (7,480)	\$ (2,992)	\$ (64,808)	

	Rate	Weekly												
Manager	\$ 54,830.00	\$ 1,054.42												
Asst Manager	\$ 22.12	\$ 884.80												
Cleaners	\$ 18.00	\$ 720.00												
Management Approved Increase at 7.7%		\$ 149.32												
Total Fixed		\$ 2,808.54												
Rink Attendant	\$ 19.96													
Canteen Staff	\$ 15.00													
Students	\$ 15.00													
No of Pays	4	4	6	4	4	4	4	4	6	4	4	4	4	
Direct wages	\$ 11,234.17	\$ 11,234.17	\$ 16,851.26	\$ 11,234.17	\$ 11,234.17	\$ 11,234.17	\$ 11,234.17	\$ 11,234.17	\$ 16,851.26	\$ 11,234.17	\$ 11,234.17	\$ 11,234.17	\$ 11,234.17	\$ 146,044.25
Wages Costs %	21%	21%	21%	21%	21%	21%	21%	21%	31%	21%	21%	21%	26%	
Wage Costs \$	2,359.18	2,359.18	3,538.76	2,359.18	2,359.18	2,359.18	2,359.18	2,359.18	5,223.89	2,359.18	2,359.18	2,359.18	2,920.88	\$ 32,916.13
Total Fixed wages	\$ 13,593.35	\$ 13,593.35	\$ 20,390.02	\$ 13,593.35	\$ 13,593.35	\$ 13,593.35	\$ 13,593.35	\$ 13,593.35	\$ 22,075.15	\$ 13,593.35	\$ 13,593.35	\$ 14,155.06	\$ 178,960.38	
Rink Attendant	\$ 1,596.80					\$ 1,596.80	\$ 3,193.60	\$ 3,193.60	\$ 4,790.40	\$ 3,193.60	\$ 3,193.60	\$ 3,193.60	\$ 3,193.60	\$ 23,952.00
Canteen Staff	\$ 1,800.00					\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 2,700.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 15,300.00
Students	\$ 1,200.00	\$ 1,200.00	\$ 1,800.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,800.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 15,600.00

Total Wages	\$ 18,190.15	\$ 14,793.35	\$ 22,190.02	\$ 14,793.35	\$ 14,793.35	\$ 18,190.15	\$ 19,786.95	\$ 19,786.95	\$ 31,365.55	\$ 19,786.95	\$ 19,786.95	\$ 20,348.66	\$ 233,812.38
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