



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

Monday, June 12, 2023 @ 7:00 PM

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

**Town of Kensington
Regular Meeting of Town Council
Monday, June 12, 2023 – 7:00 PM**

- 1. Call to Order/Land Acknowledgement**

- 2. Adoption of Agenda (Additions/Deletions)**

- 3. Declaration of Conflict of Interest**

- 4. Delegations, Special Speakers, and Public Input**

- 5. Adoption of Previous Meeting Minutes**
 - 5.1 May 8, 2023 Regular Meeting
 - 5.2 May 23, 2023 Special Meeting

- 6. Business Arising from Minutes**
 - 6.1 May 8, 2023 Regular Meeting
 - 6.2 May 23, 2023 Special Meeting

- 7. Reports**
 - 7.1 Chief Administrative Officer Report
 - 7.2 Fire Department Report
 - 7.3 Police Department Report
 - 7.4 Development Permit Summary Report
 - 7.5 Bills List – Town
 - 7.6 Bills List - Water and Sewer Utility
 - 7.7 Bills List - Capital
 - 7.8 Consolidated Summary Income Statement
 - 7.9 Credit Union Centre Report

- 7.10 Mayor's Report
- 7.11 Federation of Prince Edward Island Municipalities Report – Councillor Mann
- 7.12 Kensington and Area Chamber of Commerce Report – Councillor MacRae
- 7.13 2023 – 55 Plus Games Report – Deputy Mayor Spencer
- 7.14 Heart of PEI Committee – Mayor Caseley

8. New Business

8.1 Request for Decisions

- 8.1.1 RFD2023 - 29 - Credit Union Centre Exterior Painting - 2023
- 8.1.2 RFD2023-30 - Credit Union Centre Parking Lot Resurfacing
- 8.1.3 RFD2023-31 - Development Control Bylaw and Official Plan Amendment – Re-Zoning of PID No. 747790
- 8.1.4 RFD2023-32 - Development Permit Application PEI Crematorium
- 8.1.5 RFD2023-33 - Revised Variance Application - Island Structural Systems
- 8.1.6 RFD2023-34 - Cycling Prince Edward Island's HopOn Schools and Community Program

8.2 Other Matters

9. Correspondence

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

11. Adjournment

Town of Kensington
Minutes of Regular Council Meeting
Monday, May 8, 2023
7:00 PM

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

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

Regrets: Councillor MacRae

Visitors: Tracey MacEwen & Kerri Bertram – Provincial Credit Union
Nick Andrews – ATV Federation Representative
Adrien Wedge – Resident

1. Calling of Meeting to Order

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

2. Approval of Tentative Agenda

2.1 *Moved by Councillor Toombs, seconded by Councillor Doucette to approve the tentative agenda for the May 2023 regular meeting of Town Council. Unanimously carried.*

3. Declaration of Conflict of Interest

3.1 Councillor Doucette declared a conflict with Item no. 8.1.2 - Credit Union Centre Lighting Upgrades – 2023.

4. Delegations / Presentations

4.1 Tracey MacEwen and Kerri Bertram presented Chief Sutherland and Constable Fulford with a Mavic Enterprise Advanced drone for the Kensington Police Service. Constable Fulford recently completed his drone pilot certification and demonstrated to Town Council and visitors how the drone works and the benefits it will bring to the department.

Tracey MacEwen, Kerri Bertram, and Constable Fulford excused themselves from the chamber at 7:12 pm.

5. Approval of Minutes of Previous Meeting

5.1 *Moved by Deputy Mayor Spencer, seconded by Councillor Doucette to approve the minutes from March 13, 2023, regular meeting of Town Council. Unanimously carried.*

5.2 *Moved by Councillor Toombs, seconded by Deputy Mayor Spencer to approve the minutes from April 11, 2023, regular meeting of Town Council. Unanimously carried.*

5.3 *Moved by Deputy Mayor Spencer, seconded by Councillor Toombs to approve the minutes from April 26, 2023, public meeting of Town Council. Unanimously carried.*

6. Business Arising from Minutes

6.1 March 13, 2023, Regular Meeting

6.1.1 *Nil.*

6.2 April 11, 2023, Regular Meeting

6.2.1 *Nil.*

6.3 April 26, 2023, Public Meeting

6.3.1 *Nil.*

7. Reports

7.1 Chief Administrative Officer Report

7.1.1 *Moved by Councillor Doucette, seconded by Councillor Spencer to adopt the April 2023 CAO Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.1.2 Councillor Toombs inquired if the tenants of the freight shed pay a rental fee. Mr. Baker confirmed their rental agreement provides for the annual rental rate of 10% of their annual gross profits.

7.1.3 Councillor Doucette inquired about issues with the installation of the Synergy Screens Digital Sign. Mr. Baker confirmed issues are based around complying with the Department of Transportation's off-premises signage regulations. Staff continue to work with DOT staff towards a solution.

7.1.4 Councillor Toombs requested the initial EV charging unit located at the train station parking lot be removed. It was confirmed that the unit has been scheduled for removal.

7.2 Fire Department Statistical Report

7.2.1 *Moved by Deputy Mayor Spencer, seconded by Councillor Toombs to approve the March 2023 Fire Statistical report as prepared by Fire Chief, Rodney Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

7.3.1 *Moved by Councillor Doucette, seconded by Councillor Toombs to approve the March 2023 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.3.2 Councillor Gallant spoke regarding concerns with bicycle safety and helmet use. Chief Sutherland ensured Council the department does its best to enforce helmet use and will continue to promote helmet usage and bicycle safety in general, at the annual bike rodeo.

Chief Sutherland excused himself from the Council Chamber at 7:25 pm

7.4 Development Permit Summary Report

7.4.1 *Moved by Deputy Mayor Spencer, seconded by Councillor Toombs to approve the May 2023 Development Permit Summary Report as prepared by Municipal Clerk, Kim Caseley. Unanimously carried.*

7.5 Bills List

7.5.1 *Moved by Councillor Mann, seconded by Councillor Doucette to approve the March 2023 Bills in the amount of \$246,094.00. Unanimously carried.*

7.5.2 *Moved by Councillor Mann, seconded by Councillor Doucette to approve the March 2023 Water & Sewer Utility Bills in the amount of \$11,539.62. Unanimously carried.*

7.5.3 *Moved by Councillor Mann, seconded by Councillor Doucette to approve the March 2023 Capital Expenditures in the amount of \$97,925.16. Unanimously carried.*

7.6 Summary Income Statement

7.6.1 *Moved by Councillor Gallant, seconded by Deputy Mayor Spencer to approve*

the Summary Income Statement for the month of March 2023. Unanimously carried.

7.7 Credit Union Centre Report

7.7.1 *Moved by Councillor Toombs, seconded by Councillor Gallant to approve the Credit Union Centre report for the month of March 2023. Unanimously carried.*

7.7.2 Councillor Gallant noted the spectator bleachers at the ballfields require repair and requested they be moved back to the ballfield sidelines. Mr. Baker confirmed that Mr. Wood received a quote for materials to make the required repairs. Councillor Gallant requested that aluminum bleachers be considered when replacement is required.

7.7.3 Councillor Gallant noted the netting at the KISH Tennis courts requires adjustments and possible repairs.

7.8 Mayor's Report

7.8.1 *Moved by Deputy Mayor Spencer, seconded by Councillor Doucette to approve the Mayor's report for the month of April 2023 as presented by Mayor Caseley. Unanimously carried.*

7.9 Federation of PEI Municipalities (FPEIM) Report

7.9.1 FPEIM recently elected their Board or Directors and Councillor Mann has been re-elected as the representative for Cities and Towns – Prince County.

7.9.2 The FPEIM AGM was held in Souris on April 24, 2023.

7.10 Heart of PEI Initiative Report

7.10.1 Mayor Caseley reported the Heart of PEI is partnering with ACOA on potential funding for the construction of a caboose photo opportunity structure.

7.11 Kensington Area Chamber of Commerce (KACC) Report

7.11.1 *Nil.*

7.12 2023 – 55 Plus Games

7.12.1 Deputy Mayor Spencer confirmed the 55+ committee is working on finalizing the event schedule and volunteer letters will be sent out soon. Their next meeting will be held on Wednesday, May 10.

8. New Business

8.1 Request for Decisions

8.1.1 ATV Federation Request – Letter of Support

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

BE IT RESOLVED THAT Town Council authorize the Chief Administrative Officer to draft a letter of support to the Province of Prince Edward Island, Minister of Transportation and Infrastructure to allow All Terrain Vehicle's access to certain public roads throughout the Province, and that such letter be copied to Premier Dennis King and District 20 MLA, Matthew Mackay.

Unanimously carried.

8.1.1.2 Councillor Gallant expressed his continued disappointment with the Province of PEI by going to municipalities and getting their support before they make a decision themselves. He confirmed he supports the current request and the ATV Federation.

Mayor Caseley confirmed that it was the ATV Federation that approached the Town in an effort to strengthen their request to the Province of PEI. Mr. Baker noted that the Town of Kensington has not had discussions on this proposal with the Province at this time.

ATV Federation representative, Nick Andrews confirmed they are looking for the support of the communities to be included with their request to the Department of Transportation, and to allow communities the opportunity to be represented in the decision.

Councillor Doucette declared a conflict and excused himself from the Council Chamber at 7:50 pm.

8.1.2 Credit Union Centre Lighting Upgrades – 2023

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

BE IT RESOLVED THAT Kensington Town Council award the contract for the Credit Union Centre Lighting Upgrades project to Mid Isle Electric as per their tender submission in the amount of \$43,792.00 including HST.

Unanimously carried.

*Councillor Doucette returned to the Council Chamber at 7:55 pm
Nick Andrews excused himself from the Council Chamber at 7:55 pm*

8.1.3 Consolidation of lands of Bruce Bell PID No. 76711 & 80861

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

BE IT RESOLVED THAT Town Council approve the development permit application submitted by M&S Rentals Inc. for the construction of three 6-unit residential buildings on PID No. 77271 located at the southern end of Brookins Drive, subject to compliance with all relevant federal, provincial, and municipal legislation and regulations, including approval of an entranceway permit by the Province of PEI Department of Transportation and Infrastructure Renewal.

Unanimously carried.

8.1.4 Development Control Bylaw and Official Plan Amendment – Re-zoning of PID No. 747790

8.1.4.1 General Land Use Map (Official Plan) Amendment Resolution

Moved by Councillor Mann, seconded by Councillor Doucette

WHEREAS a request has been received from the owners of a property located along Barrett Street (PID No. 747790) to change the land use designation of the property from its current Single Residential (R1) designation to Multi-Unit Residential (R3) to facilitate the construction of two 4-unit residential buildings on the property;

AND WHEREAS a public meeting to solicit comments/feedback from the public was held on April 26, 2023, in accordance with the PEI Planning Act and the Town's Development Control Bylaw;

AND WHEREAS town staff have evaluated the application, in consultation with DV8 Consulting, and are recommending that Town Council proceed with the Official Plan General Land Use Map amendment;

BE IT RESOLVED THAT Kensington Town Council approve an amendment to the General Land Use Map, that is part of the Town's Official Plan to change the land use designation of PID No. 747790 located along Barrett Street, from its current Single Residential (R1)

designation to Multi-Unit Residential (R3) to facilitate the construction of two 4-unit residential buildings on the property.

Unanimously carried.

8.1.4.2 First Reading of Development Control Bylaw Amendment

Moved by Councillor Mann, seconded by Councillor Toombs

WHEREAS a request has been received from the owners of a property located along Barrett Street (PID No. 747790) to re-zone their property from its current Single Residential (R1) zoning designation to Multi-Unit Residential (R3) to facilitate the construction of two 4-unit residential buildings on the property;

AND WHEREAS a public meeting to solicit comments/feedback from the public was held on April 26, 2023, in accordance with the PEI Planning Act and the Town's Development Control Bylaw;

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

BE IT RESOLVED THAT Kensington Town Council give first reading to amend the Zoning and Subdivision Control Bylaw to re-zone PID No. 747790 along Barrett Street from its current Single Residential (R1) zoning designation to Multi-Unit Residential (R3) to facilitate the construction of two 4-unit residential buildings on the property.

Unanimously carried.

8.1.4.3 Approval of First Reading

Moved by Councillor Mann, seconded by Councillor Doucette

WHEREAS a request has been received from the owners of a property located along Barrett Street (PID No. 747790) to re-zone their property from its current Single Residential (R1) zoning designation to Multi-Unit Residential (R3) to facilitate the construction of two 4-unit residential buildings on the property;

AND WHEREAS a public meeting to solicit comments/feedback from the public was held on April 26, 2023, in accordance with the PEI Planning Act and the Town's Development Control Bylaw;

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

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

BE IT RESOLVED THAT Kensington Town Council formally approve and adopt first reading to amend the Zoning and Subdivision Control Bylaw to re-zone PID No. 747790 along Barrett Street from its current Single Residential (R1) zoning designation to Multi-Unit Residential (R3) to facilitate the construction of two 4-unit residential buildings on the property.

Unanimously carried.

8.1.5 M&S Rentals Inc – Private Laneway Naming

8.1.5.1 Moved by Councillor Gallant, seconded by Councillor Toombs

BE IT RESOLVED THAT Kensington Town Council approve Valley Lane as the official name of the private laneway into the M&S Rentals Inc. development off Brookins Drive, a portion of PID No. 77271.

Unanimously carried.

8.1.6 Capital Line of Credit – Short-Term Borrowing

8.1.6.1 Moved by Councillor Mann, seconded by Deputy Mayor Spencer

WHEREAS Section 164(1) of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1. authorizes a Town Council to borrow money for the purpose of capital expenditures;

AND WHEREAS Section 4 of the Town's Borrowing Bylaw (Bylaw # 2018 - 02) authorizes Town Council to borrow money for the purpose of capital expenditures;

AND WHEREAS it has been determined that the Town of Kensington should establish a capital line of credit, in the amount of one-million dollars (\$1,000,000), to enable short term financing of capital expenditures, pursuant to a Funding Agreement between the Town of Kensington and the Government of Prince Edward Island and/or the Government of Canada;

AND WHEREAS the capital line of credit shall only be utilized for capital projects in which Town Council has approved a long-term borrowing resolution;

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

BE IT RESOLVED THAT Kensington Town Council approve a capital line of credit in the amount of one-million dollars (\$1,000,000) from Scotiabank with the Chief Administrative Officer, or his designate, and the Mayor, or his designate, being authorized as legal signing officers, under the following terms and conditions:

- Repayments to be made as progress claims are paid to the Town of Kensington by the Province of Prince Edward Island and/or the Government of Canada and/or other funding entity (including HST reimbursement).*
- short term borrowing is interest only, at the town's negotiated floating interest rate.*
- any residual borrowing upon completion of a capital project shall be converted to long term debt by the Town of Kensington*

Unanimously carried.

8.2 Other Matters

- 8.3.1** Mayor Caseley congratulated Kensington Police Constable Ryan for participating in the 2nd Annual PEI Law Enforcement Torch Run that recently passed through the Town of Kensington.
- 8.3.2** The Family Violence Walk in Silence will take place on May 18, 2023, at 12:30 pm in front of the Town Hall.
- 8.3.3** The Annual Town Clean-up will take place on Saturday, May 13th from 9:00 – 10:30 am.

- 8.3.4** The Annual Kensington Police Service Fishing Derby is scheduled for Saturday, May 27th.
- 8.3.5** A presentation on a proposed Discovery Center will be held at the Council Chambers on Monday, May 15th.
- 8.3.6** PEI Emergency Measures Organization (EMO) - Emergency Preparedness Week, May 7-13, 2023.
- 8.3.7** Councillor Doucette congratulated the Kensington Moose Plumbing & Heating Vipers on finishing 2nd place at the 2023 Don Johnson Memorial Cup.
- 8.3.8** Councillor Doucette thanked the staff at the Credit Union Centre for their efforts in preparing the ballfields for the upcoming season.
- 8.3.9** The Annual Bike Rodeo will be held on June 17th.
- 8.4.0** Councillor Gallant requested that windbreaks be added to the existing dugouts and inquired if summer students could be scheduled on weekends to ensure the facility is maintained for tournaments. Mr. Baker confirmed the policy set by Town Council is to charge a fee for staffing tournaments which can be made available should a tournament request the service.

9. Correspondence

- 9.1** A letter from the 55+ Society regarding the allocation of surplus funds from the 2023 55+ Games.
- 9.2** A letter from KAMBA requesting the transfer of ownership of the batting cage to the town and that the structure be included in the Town's insurance policy.

Moved by Deputy Mayor Spencer, seconded by Councillor Toombs to approve the Kensington and Area Minor Ball Association's request for the Town of Kensington to take formal ownership of the batting cages located at the Credit Union Centre.

Unanimously carried.

- 9.3** A donation request from the PTGA (Post Traumatic Growth Association) for their 3rd Annual Driving for Change Golf Tournament.

Moved by Councillor Gallant, seconded by Deputy Mayor Spencer to donate \$150.00 to the Post Traumatic Growth Association's 3rd Annual Driving for Change Golf Tournament.

Unanimously carried.

Adrien Wedge excused himself from the Council Chamber at 8:41 pm.

10. In-Camera (Closed session)

10.1 *One item under 119(1)(b) of the Municipal Government Act.*

10.1.1 *Moved by Councillor Toombs, seconded by Councillor Doucette to enter into an In-Camera session at 8:41 pm.*

Unanimously carried.

10.1.2 *Moved by Councillor Toombs, seconded by Councillor Doucette to come out of an In-Camera session at 9:02 pm.*

Unanimously carried.

11. Adjournment

Moved by Councillor Gallant, seconded by Councillor Toombs to adjourn the meeting at 9:02 PM. Unanimously carried.

Geoff Baker,
CAO

Rowan Caseley,
Mayor

**Town of Kensington
Minutes of Special Council Meeting
Tuesday, May 23, 2023
6:30 PM**

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

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

Visitors: Matthew Bowness – Island Structural Systems

1. Calling of Meeting to Order

1.1 Mayor Caseley called the meeting to order at 6:33 PM and welcomed Council members staff and visitors to the May 23rd special meeting of Town Council. Mayor Caseley acknowledged that the land on which we gather is the traditional and unceded territory of the Mi'kmaq First Nation.

2. Adoption of Agenda

2.1 *Moved by Councillor Toombs, seconded by Deputy Mayor Spencer to approve the tentative agenda for May 23, 2023, special meeting of Town Council.*

Unanimously carried.

3. Declaration of Conflict of Interest

3.1 *Councillor Gallant declared a conflict for item no. 4.1.2.*

4. New Business

4.1 Consolidation of Lands of the Town of Kensington

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

BE IT RESOLVED THAT Town Council approve consolidation plan #23110-C01 as the plan of consolidation for Lots 21-19, 21-20, 21-21, 21-22, and 21-23, being a portion of PID No. 76406, being lands of the Town of Kensington, located in the Kensington Business Park.

Unanimously carried.

Councillor Gallant declared a conflict and excused himself from the Council Chambers at 6:36 pm.

4.2 Development Permit Application & Variance Request – Island Structural Systems

4.2.1 *Moved by Councillor Mann, seconded by Councillor Toombs*

WHEREAS an application has been received from the prospective owner of Lots #21-23, 21-22, 21- 21, 21-20, and 21-19 within the new business park., (P/O PID No. 76406) for a variance on the front yard requirements for the property to facilitate the construction of their Structural System Manufacturing Shop;

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 Town Council approve a variance application from Island Structural Systems, being the prospective owner of Lots #21-23, 21-22, 21-21, 21-20, and 21-19 within the new business park., (P/O PID No. 76406) to reduce the side yard requirement from 7.5 m to 5.8 m on the northeast side of the lot.

Unanimously carried.

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

THAT Town Council approve a Development Permit application for Island Structural Systems, being the prospective owner of Lots #21-23, 21-22, 21-21, 21-20, and 21-19 within the new business park (P/O PID No. 76406) for the construction of their Structural System Manufacturing Shop, subject to the submittal of an adequate drainage plan as determined by the Chief Administrative Officer.

Unanimously carried.

Councillor Gallant returned to the Council Chamber at 6:41 pm.

5. Adjournment

Moved by Deputy Mayor Spencer, seconded by Councillor Doucette to adjourn the meeting at 6:41 PM. Unanimously carried.

Geoff Baker,
Chief Administrative Officer

Rowan Caseley,
Mayor

Town of Kensington		
CAO's Report for Committee of Council - May 2023		
Item #	Project/Task	Status
1	Official Plan and Zoning Bylaw - 5 Year Review	The draft Bylaw and Official Plan have been circulated to Town Councillors. It is anticipated that a meeting/presentation with DV8 Consulting will be held somewhere around the middle of June. Further information will be provided once a meeting has been scheduled.
2	Official Plan and Development Control Bylaw Amendment - PID No 747790-000	First reading of the Bylaw amendment was given at the regular meeting of Town Council held in May. It is anticipated that second reading and formal adoption will be given at the regular June meeting of Town Council.
3	Credit Union Centre Upgrades	The contracts for the completion of the ice plant replacement and the board replacement have been issued and materials and equipment have been ordered. The existing boards and glass were removed the week of April 17th. The tender for the lighting upgrades has been awarded to Mid-Isle Electric and materials have been ordered. The painting tender has been issued and is scheduled to close on May 30, 2023. The tender for re-paving the parking area was issued on May 18, 2023 and is scheduled to close on June 1, 2023. An options study is nearing completion on the installation of solar panels and we expect to receive that within the next week. The stairs, and railing have been replaced at the Seniors Centre and several internal upgrades have been made to the facility, i.e. furnace replacement, sump pump replacement, bathroom and lighting upgrades. Repairs, including replacement of fixtures have been completed on the Vipers dressing room. Once all of the tenders have been issued on the remaining components of the Upgrades project, staff will begin work on completing the washroom replacements within the Credit Union Centre.
4	Street Light Review	The additional street lights requested by Town Council have been installed, including the lights over the outdoor ice surface at the Credit Union Centre and the Dog Park located at the Kensington Country Store.
5	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.
6	Commercial Street/Broadway Street Intersection	NO UPDATE 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.
7	Confederation Trail Road Crossings	In correspondence received from the Provincial Department of Transportation, we have been advised that they are currently waiting on equipment to arrive to facilitate the installation. All work should be completed within approximately three weeks.
8	Broadway Street South Water and Sewer Main Extension Project and sidewalk installation (Broadway Street South Infrastructure Upgrades)	Work on this project re-commenced on May 1, 2023. The sidewalk portion of the project will be completed once the water and sewer infrastructure has been installed.
9	Freight Shed Upgrades	A structural review was completed on the building on April 20, 2023. We have not yet received the written report. The Upgrades project would generally include addressing any structural issues, connection to the water and sewer system, addition of a washroom, installation of heating/cooling, and insulation and covering of the walls. Provision will be made to protect any historical elements of the building such as the markings on the internal walls. The roof was replaced in later April/Early May.
10	Relocation of Town of Kensington Signs	We are currently working with a property owner along the Kelvin Grove Road to relocate a welcome 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 this Spring/2023.
11	Electric Vehicle (EV) Chargers	Road markings will be completed as the Town proceeds with its 2023 parking line painting. The same Contractor that will complete the 2023 line painting program for the Town has been contracted to place the EV Charger road markings.
12	PEI ATV Federation 'Share the Road' Pilot Project Request	A letter of support has been drafted and sent as directed by Town Council to support the ATV Federations request that the Province amend their legislation to allow ATVs access to certain public roads throughout the Province.
13	Website	The web designer has completed the design of the website and is in the process of transferring information from our existing website over to the new site. While I don't have an exact launch date to announce, we will present the design to Town Councillors prior to the May 23rd meeting.
14	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.
15	Broadway Street South Sidewalk Replacement	Work on this project began in early May and is near completion.
16	Sewer/Septic Issue - 130 Broadway Street North	I am attempting to find funding that would allow this project to proceed in 2023. I have included in the Capital Budget \$1,000,000 to allow both water and sewer to be extended into this area. To date, I have not been able to locate a sufficient external funding source.
17	Hurricane Fiona	Staff continue to proceed with clean up in the aftermath of Hurricane Fiona. The pool roof was replaced recently and the Freight Shed roof is expected to be replaced the week of April 24th. Staff are currently attempting to get sections of fence replaced at the pool and the entire fence located along Commercial Street. The ballfield dugouts are expected to be replaced as soon as the weather permits. The control box for the ballfield lights has been ordered and will be installed by Mid-Isle Electric.
18	Synergy Screens Digital Sign Installation	I met with the owner of Synergy Screens and a location was chosen in the open area at the rear of the Town Hall (facing the corner of Woodleigh Drive and Victoria Street East). I have met with the Province of PEI's signage compliance officer for the necessary permits and they have identified an issue around non-compliance with the off-premises signage regulations. I continue to work with the Province to try and find a solution to this issue.
19	24/7 Policing	The provision for 24/7 policing has been included in the 2023/24 Financial Plan. A meeting was held with police staff to review the proposal. I have drafted a Memorandum of Agreement to CUPE to facilitate the schedule and hour change however as of the writing of this report I have not received a response. Once an agreement is reached with CUPE, staff will proceed with the implementation of the revised 24/7 schedule on a pilot project basis.
20	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.

Item #	Project/Task	Status
21	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.
22	Roy Paynter Park	Staff completed an assessment and clean up of the Roy Paynter Park. We are also seeking out pricing on additional equipment for the park to be funded through the Town's Gas Tax contribution under the project category Parks and Playground improvements. Further information will be provided to Town Council as we gather information.
23	Youth Council	An initial meeting was held with student representatives from KISH who have expressed interest in forming a community youth council. While in its infancy and much work remains, it was exciting to see the level of interest from youth in our community in providing a youth perspective to Town Council moving forward.
24	Public Washrooms	The railyards public washrooms were opened for the season on May 18, 2023.

**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	1	2	4									10	20.83%
Motor Vehicle Accident	4	2	1	5									12	25.00%
Emergency Response - Fuel Spill, etc	0	0	0										0	0.00%
Fire Related														
Smoke Investigation	1	1	0	1									3	6%
Outside Fire - Brush, Grass, Utility Pole, etc.	0	0	1	4									5	10%
Structure Fire - House, Building, Vehicle, etc.	0	0	5	3									8	17%
Alarms	4	3	1	2									10	21%
Total Fire Related	5	4	7	10	0	0	0	0	0	0	0	0	26	
Total Incidents	12	7	10	19	0	0	0	0	0	0	0	0	48	
Mutual Aid Call Out													0	0%
Total Incidents (Including Mutual Aid Provided by KFD)	12	7	10	19	0	0	0	0	0	0	0	0	48	100%
Mutual Aid Call in														
Firefighter Attendance	12	12	15	15										14
Regular Monthly Training - No. of Firefighters	24	18	22	17										20
Training School/Association Meeting/Department Meeting	21	19	23	17										20
Call Area														
Kensington	1	3	4	2									10	20.83%
Malpeque CIC	3	1	1	7									12	25.00%
Zone's 1 to 5	8	3	5	10									26	54.17%
Other													0	0.00%

Kensington Fire Department April 2023 Fire Report

The Kensington Fire Department responded to 19 calls in April and the average attendance at these calls was 15. Following is a breakdown of calls:

Date	Call Details	Location	# Firefighters	# Trucks
April 3 11:18am	Commercial Fire Alarm	Darnley	12	2
April 4 13:45pm	MFR	Darnley	10	1
April 9 19:04pm	MFR	Sea View	15	1
April 10 08:20am	MFR	Kensington	13	1
April 11 14:19 pm	2-Vehicle MVC	Traveller's Rest	20	3
April 13 14:32 pm	Grass Fire	Clermont	15	5
April 16 10:27 am	MFR	Blue Shank Rd.	8	1
April 17 19:10 pm	2 Vehicle MVC	New Annan	21	3
April 18 16:54 pm	2 Vehicle MVC	New Annan	17	2
April 21 06:57 am	Single Vehicle MVC	Springfield	12	2
April 22 19:51 pm	Commercial Fire Alarm	Darnley	13	3
April 22 23:51 pm	Structure Fire	Emerald	19	5
April 23 14:45 pm	Brush Fire	Indian River	16	3

April 23 17:37 pm	Single Vehicle MVC	Blue Shank Rd.	15	2
April 25 16:43 pm	Structure Fire	Kensington	20	5
April 27 20:24 pm	Structure Fire	Darnley	21	5
April 29 16:15 pm	Sight/Smell of Smoke	Freetown	9	2
April 29 21:31 pm	Brush Fire	Emerald	8	Stand down enroute
April 30 16:22 pm	Grass Fire	Burlington	12	3

April 4 - Association meeting held with 22 present.

April 8 - Annual Muscular Dystrophy Boot Drive held with just over \$3000 raised.

April 12 - EMO meeting at Town Hall; Chief Rodney Hickey and Deputy Chief Jason Paynter attended.

April 17 - Town officials hosted a dinner at the Murray Center for firefighters and their better halves. DELICIOUS!

April 18- Training held with 17 present.

April 19 - Chief Rodney Hickey and Deputy Chief Jason Paynter attended a meeting at the North River Fire Hall at which members of Forestry PEI went over the new guidelines regarding controlled burns.

April 25 - Chief Rodney Hickey met with Forestry Officer Todd LaFrance at the firehall to go over the regulations for burning permits.

April 28 - Students enrolled in the Agriculture Certificate Program at Kensington and Kinkora High Schools participated in a tractor safety course at the fire hall.

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	3	2	2									8	3.86%
Abandon Vehicle			1										1	0.48%
Abduction													0	0.00%
Alarms	3		3	3									9	4.35%
Animal Calls	2		2										4	1.93%
Arson													0	0.00%
Assault PO													0	0.00%
Assault with Weapon													0	0.00%
Assaults (Level 1)	2			2									4	1.93%
Assistance Calls	1	5	1	1									8	3.86%
Bank Runs	2												2	0.97%
Breach of Peace		1											1	0.48%
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	0.97%
Carry concealed weapon													0	0.00%
Child Pornography													0	0.00%
Child Welfare	1	1											2	0.97%
Coroner's Act				1									1	0.48%
Crime Prevention													0	0.00%
Criminal Harassment													0	0.00%
Dangerous Driving	2	3											5	2.42%
Disturbing the Peace	1												1	0.48%
Dog Act													0	0.00%
Driving while disqualified				1									1	0.48%
Drug Charges			1	1									2	0.97%
Excise Act													0	0.00%
Fail to Comply Probation		1											1	0.48%
Fail to comply undertaking	1		1										2	0.97%
Fail to remain at scene of accident													0	0.00%
Family Relations Act	5			1									6	2.90%
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			1	1									2	0.97%
Firearm Act			1										1	0.48%
Forcible confinement													0	0.00%
Fraud		1	2	2									5	2.42%
Funeral Escorts	2		2	1									5	2.42%
Harrassing Communication	1	1		2									4	1.93%
Impaired Driver		1		2									3	1.45%
Information Files	2	1		1									4	1.93%
Injury Accidents													0	0.00%
Liquor Offences													0	0.00%
Litter Act													0	0.00%
Lost and Found	3		1	3									7	3.38%
Luring Minors													0	0.00%
Mental Health Act	1			2									3	1.45%
Mischief	1	5											6	2.90%
Motor Vehicle Accidents	2	2	1	2									7	3.38%
Motor Vehicle Act	2	7	5	5									19	9.18%
Municipal Bylaws			3										3	1.45%
Off Road Vehicle Act													0	0.00%
Other Criminal Code			1										1	0.48%
Person Reported Missing	1												1	0.48%
Possession of restricted weapon													0	0.00%
Property Check	2		2										4	1.93%
Resist Arrest													0	0.00%
Roadside Suspensions													0	0.00%
Robbery													0	0.00%
Sexual Assaults / Interference	1												1	0.48%
STEP (Integrated Traffic Enforcement)													0	0.00%
Sudden Death													0	0.00%
Suspicious Persons / Vehicle	2	5	3	3									13	6.28%
Theft Of Motor Vehicle	2	1											3	1.45%
Theft Over \$5000													0	0.00%
Theft Under \$5000	3	8											11	5.31%

Police Report April 2023

There are three alarm calls to report for this month.

Apr 6th @ 1152hrs – 10 Hillside, member attended.

Apr 9th @ 1754hrs – K'town Lions Club, member attended.

Apr 12th @ 1059hrs – K'town Liquor Store, member attended.

Assistance file for the month consisted of:

Assist someone with property retrieval.

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
Addition Residential Deck/Fence/Pools					1								1
New Industrial						2							2
New Multi-unit Family Dwelling				1									1
New Residential Accessory Structure				1									1
New Residential Deck/Fence/Pools					2								2
Renovation Commercial			2										2
Renovation Residential Deck/Fence/Pools					1								1
Renovation Single Family Dwelling		2	1										3
Total:		2	1										13

Total Estimated Construction Value
\$2,000.00
\$3,314,105.00
\$2,150,000.00
\$1,000.00
\$11,900.00
\$130,000.00
\$1,500.00
\$498,000.00
\$6,108,505.00

DEVELOPMENT PERMITS REPORT

For the period May 05, 2023 to June 09, 2023

Permit Number	Date Permit Issued	PID	Applicant's Name & Address		Telephone Number	Permit Status	Work Type	Type of Construction	Value	Estimated Start	Estimated Finish
			Property Address								
Industrial											
14-23	06/01/2023	76406	Robert Moffatt Construction - [REDACTED]		[REDACTED]	Approved	New	Industrial	\$650,000.00	06/05/2023	10/31/2023
			16 Darrach Drive					Description:			
								Sub Total: \$650,000.00			
Residential Deck/Fence/Pools											
10-23	05/17/2023	77107	Rowan Caseley - [REDACTED]		[REDACTED]	Approved	Renovation	Residential Deck/Fence/Pools	\$1,500.00	05/20/2023	05/30/2023
			26 Victoria Street E					Description:			
11-23	05/17/2023	1023340	Wayne & Marlene Clark - [REDACTED]		[REDACTED]	Approved	Addition	Residential Deck/Fence/Pools	\$2,000.00	05/17/2023	05/30/2023
			3A Barrett Street					Description:			
08-23	05/17/2023	1068261	Brooke Cameron & Taylor Doyle - [REDACTED]		[REDACTED]	Approved	New	Residential Deck/Fence/Pools	\$5,000.00	05/15/2023	08/15/2023
			53 Pleasant Street					Description:			
09-23	05/17/2023	432971	Buffy Taylor - [REDACTED]		[REDACTED]	Approved	New	Residential Deck/Fence/Pools	\$6,900.00	05/22/2023	06/29/2023
			13 MacLean Ave					Description:			

Sub Total: \$15,400.00

Total: \$665,400.00



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 #:	09-23
Date Received:	May 15/23
Date Approved:	May 16/23
PEI Planning:	
Permit Fee: \$	50.00 <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 26 Victoria Street East Property Tax Number (PID): 77107000
 Lot No.: _____ Subdivision Name _____ Current Zoning: R1
 Are there any existing structures on the property?: No Yes, please describe:
House and garage

Land Purchased from Barbare Auld Year Purchased 2008

Location of Development	Property Size	
<input type="checkbox"/> North <input type="checkbox"/> East	Road Frontage <u>100</u>	Acreage _____
<input type="checkbox"/> South <input checked="" type="checkbox"/> West	Property Depth <u>150</u>	Area sq. ft. <u>15000</u>

2. Contact Information

Name: Rowan Caseley Address: _____
 APPLICANT Phone: _____ Cell: _____ Kensington, PE
 Email: _____ Postal Code: C0B 1M0

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

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

3. Infrastructure Components

Water Supply Municipal Private Sewage System Municipal Private

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

4. Development Description

New Building Renovate Existing Addition Demolition Other Replace step with larger step

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

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

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
2	4	2	Width _____ Length _____

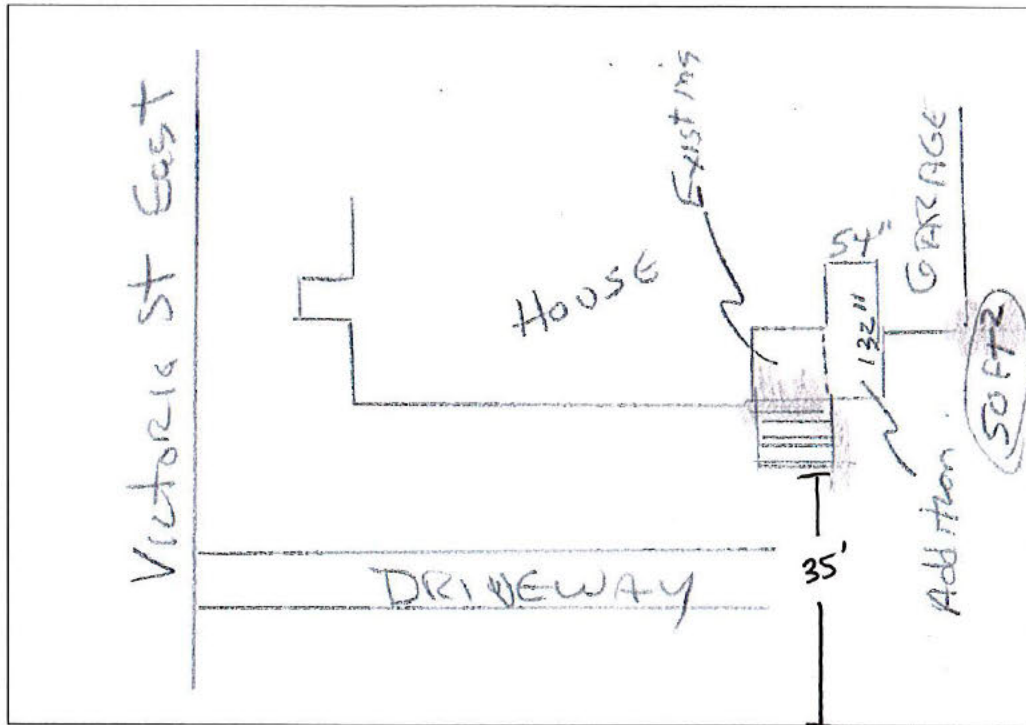
Detailed Project Description: Replace back entrance step with slightly larger entrance step

Estimated Value of Construction (not including land cost): 1500

Projected Start Date: May 20, 2023 Projected Date of Completion: May 30, 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.



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 [redacted] does not constitute approval of a permit nor approval to commence a [redacted]

Signature of Applicant

Date:

May 15/23



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:	MAY 16/23
Date Approved:	
PEI Planning:	
Permit Fee: \$	50.00 <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 3A Barnett St. Property Tax Number (PID): 1023340-000
 Lot No.: _____ Subdivision Name _____ Current Zoning: RES-
 Are there any existing structures on the property?: No Yes, please describe:
our Duplex + Shed
Nicole Marie + Desmond Norman
 Land Purchased from _____ Year Purchased 2017

Location of Development		Property Size	
<input checked="" type="checkbox"/> North	<input type="checkbox"/> East	Road Frontage _____	Acreage <u>0.14</u>
<input type="checkbox"/> South	<input type="checkbox"/> West	Property Depth _____	Area sq. ft. <u>36x40</u>

2. Contact Information

APPLICANT Name: Wayne Clark Address: _____
 Phone: _____ Cell: _____
 Email: _____
 Same as Above:
 OWNER Name: _____ Address: _____
 Phone: _____ Cell: _____
 Email: _____ Postal Code: _____
 CONTRACTOR, ARCHITECT OR ENGINEER Name: NA Address: _____
 Phone: _____ Cell: _____
 Email: _____ Postal Code: _____

3. Infrastructure Components

Water Supply Municipal Private Sewage System Municipal Private
 Entrance Way Permit (Department of Transportation and Infrastructure Renewal) Attached

4. Development Description

New Building Renovate Existing Addition Demolition Other addition to deck

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

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

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

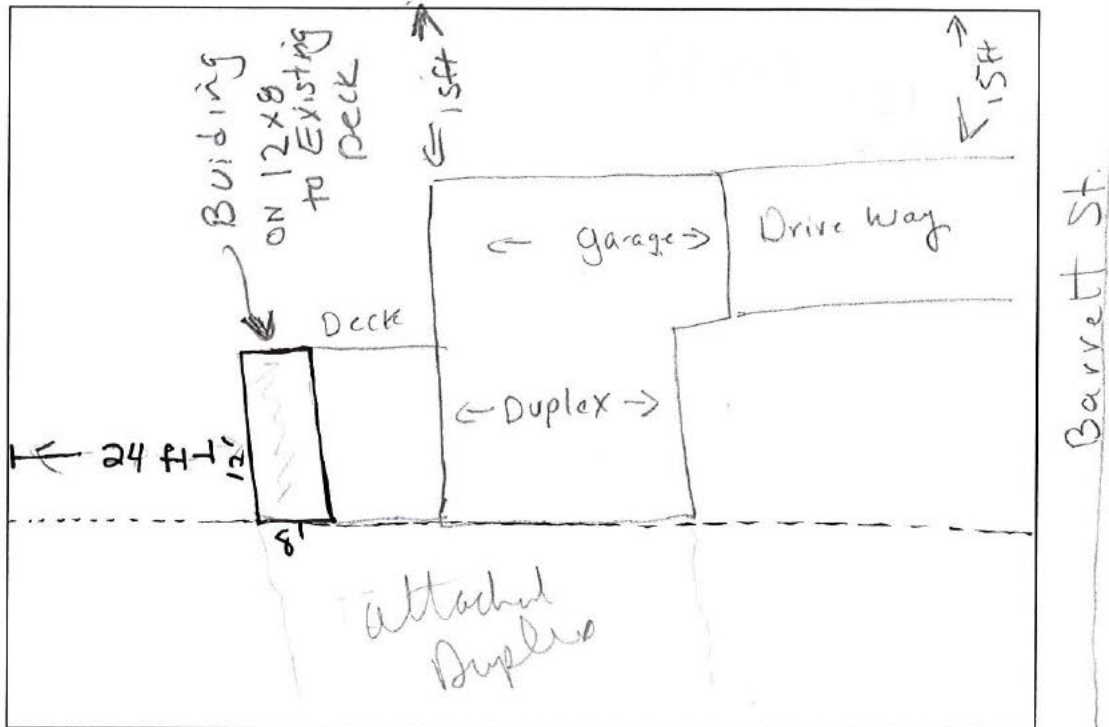
Detailed Project Description: Add a 12 x 8 ft² area to existing deck.

Estimated Value of Construction (not including land cost): \$2000.00

Projected Start Date: May 17-23 Projected Date of Completion: May 30-23

Please provide a diagram of proposed construction:

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



I DO SOLEMNLY DECLARE & CERTIFY:

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

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

Signature of Applicant

Date:

May 16-23



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:	MAY 10/23
Date Approved:	
PEI Planning:	
Permit Fee: \$	50.00 <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 53 Pleasant Street Property Tax Number (PID): 1068261
 Lot No.: _____ Subdivision Name _____ Current Zoning: R2
 Are there any existing structures on the property?: No Yes, please describe:
Baby Barn & House

Land Purchased from Gerard Bidgood Year Purchased 2019

Location of Development		Property Size	
<input checked="" type="checkbox"/> North	<input type="checkbox"/> East	Road Frontage <u>84'</u>	Acreage <u>0.22</u>
<input type="checkbox"/> South	<input checked="" type="checkbox"/> West	Property Depth <u>115'</u>	Area sq. ft. _____

2. Contact Information

APPLICANT Name: Brooke Cameron & Taylor Doyle Address: _____
 Phone: _____ Cell: _____
 Email: _____ Postal Code: C0B 1M0

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

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

3. Infrastructure Components

Water Supply Municipal Private Sewage System Municipal Private
 Entrance Way Permit (Department of Transportation and Infrastructure Renewal) Attached

4. Development Description

New Building Renovate Existing Addition Demolition Other Fence

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

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

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

Detailed Project Description: Building wood fence around the backyard to ensure safety of our young child and large dog.
Fence will be roughly half of the property's perimeter.

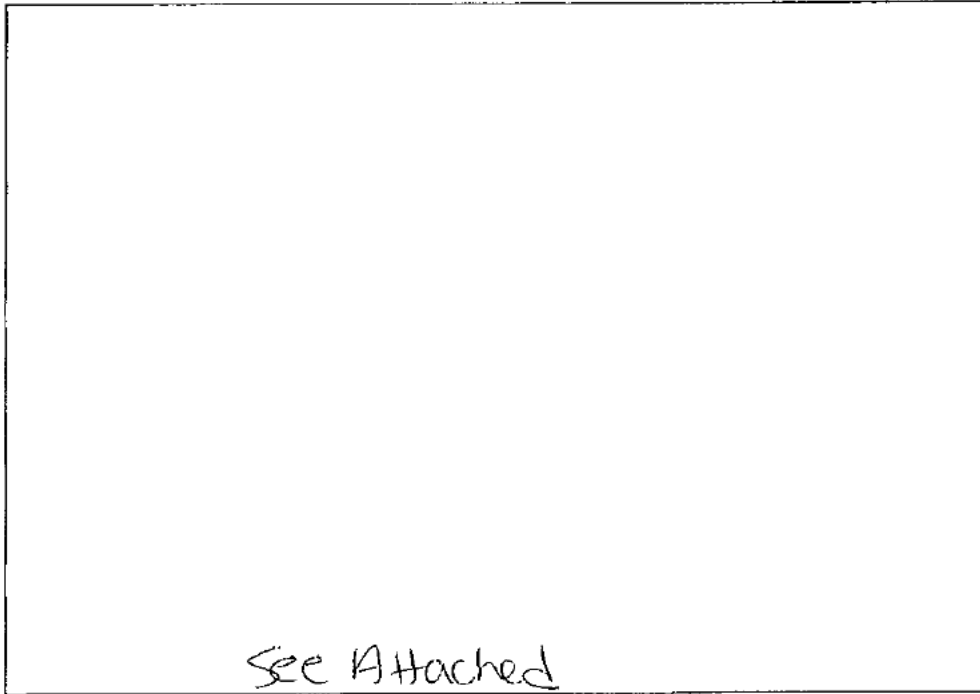
6' high fence

Estimated Value of Construction (not including land cost): \$5,000

Projected Start Date: May 15, 2023 Projected Date of Completion: August 15, 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.



I DO SOLEMNLY DECLARE & CERTIFY:

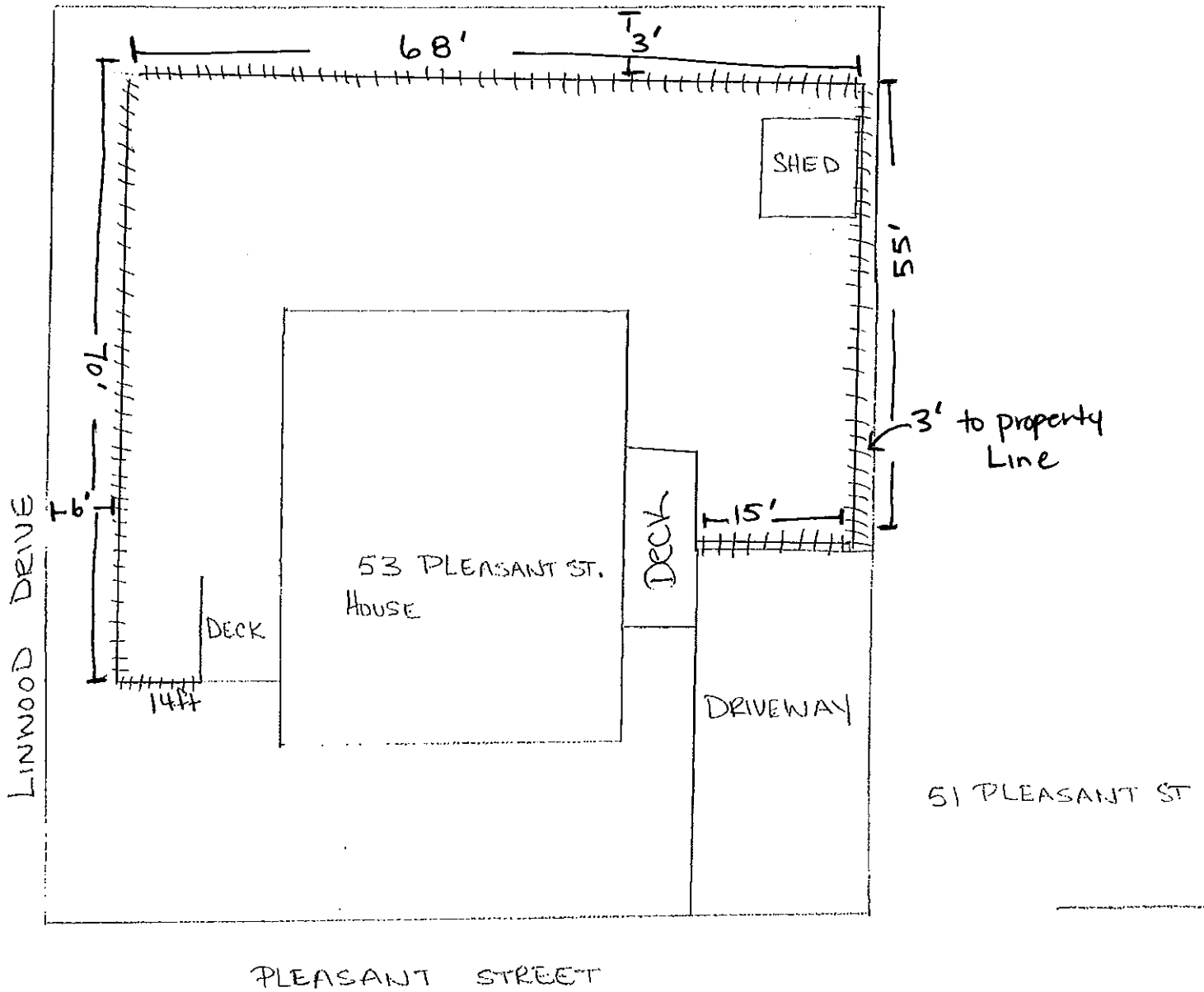
1. That I am the Authorized Agent of the Owner/the Owner named in the Application for a permit hereto attached.
2. That the information contained herein, the attached plans, and other included documents are true and complete and the development will be constructed or carried out in accordance with the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

Signature of Applicant

Date

April 19/23





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

For Office Use Only	
Permit #:	08-23
Date Received:	May 15/23
Date Approved:	May 16/23
PEI Planning:	
Permit Fee: \$	50.00 <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 13 MacLean Ave Property Tax Number (PID): 432971-000
 Lot No.: _____ Subdivision Name: _____ Current Zoning: R1
 Are there any existing structures on the property?: No Yes, please describe:
house with attached garage

Land Purchased from Fred Bearisto Year Purchased 2010

Location of Development	Property Size	
<input checked="" type="checkbox"/> North <input type="checkbox"/> East <input type="checkbox"/> South <input type="checkbox"/> West	Road Frontage _____	Acreage <u>0.32</u>
	Property Depth _____	Area sq. ft. <u>1500 (house)</u>

2. Contact Information

APPLICANT Name: Buffy Taylor Address: _____
 Phone: _____ Kensington
 Email: _____ Postal Code: C0B 1M0

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

CONTRACTOR, ARCHITECT OR ENGINEER Name: Alex Ryan, Citadel Fence Address: _____ r Rd
 Phone: _____ Cell: _____
 Email: _____ Postal Code: B4B 1J6

3. Infrastructure Components

Water Supply Municipal Private Sewage System Municipal Private

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

4. Development Description

New Building Renovate Existing Addition Demolition Other _____

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

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

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
1	3	2	Width _____ Length _____

Detailed Project Description: 124 ft of 6ft black chain link fence with privacy slats

Estimated Value of Construction (not including land cost): 6923.00

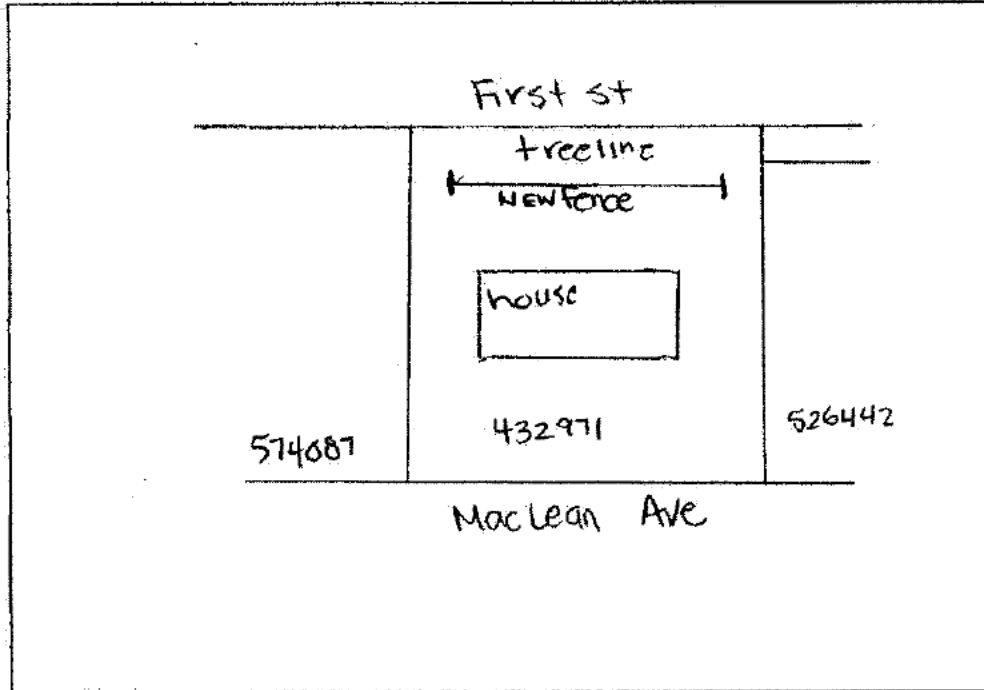
Projected Start Date: Spring 2023

Projected Date of Completion: Spring 2023

Please provide a diagram of proposed construction:

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

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



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.
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6. That I know of no reason why the permit should not be granted in pursuance of the Application, and I make this declaration conscientiously believing it to be true.
7. I agree to comply with all laws of Canada, Province of Prince Edward Island, and Bylaws of the Town of Kensington pertaining to the construction/and use of the development applied for herein.
8. I understand that all Development Permits are valid for 12 months and subject to a 21-day appeal period following approval as stated under the PEI Planning Act.

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

Signature of Applicant _____

Date: May 7, 2023

Town of Kensington Bills List April 2023

102620 PEI Inc	12 FIRE APPRECIATION DINNER	\$2,560.00
Amalgamated Dairies Limited	4923093033	\$73.03
ADL Foods	2518739 P	\$334.29
ADL Foods	2518832 P	\$1,493.11
ADL Foods	2519159 P	\$176.64
ADL Foods	2519107 P	\$959.98
ADL Foods	2520253 P	\$410.27
Aliant	INV9616124	\$377.64
Aliant	INV9617592	\$30.48
Brenda Perry	APRIL 2023 RRSP	\$319.92
CIBC Securities Inc	APRIL 2023 RRSP	\$577.64
City of Saint John	POLICE USE OF FORCE COURSE	\$1,247.75
Combat Computer Inc	POLICE COMPUTER REPAIR	\$415.44
Combat Computer Inc	POLICE MICROSOFT UPDATE	\$48.88
Combat Computer Inc	B&W COPIES	\$218.45
Cooke Insurance Agency Ltd.	472838	\$105.00
Credit Union Financial Management	APRIL 2023 RRSP	\$1,776.86
Canadian Union of Public Employees	APRIL 2023 UNION DUE	\$517.31
Dennis Lowther	CELL PHONE APR 2023	\$53.56
Diversified Divers Inc	FIRE RECHARGE CYLINDERS	\$549.24
Eastlink	19809349	\$875.44
Eastlink	19809830	\$120.69
Eastlink	19850711	\$168.94
Eastlink	19863312	\$114.94
Elizabeth Hubley	APRIL 2023 RENT	\$805.00
Firstonsite Restoration Ltd	SENIOR CENTER BASEMENT REPAIR	\$12,758.02
Frito Lay Canada	CUC CANTEEN CHIPS	\$123.53
Geoff Baker	APRIL 2023 MILEAGE	\$350.87
Holland College	CHIEFS MEETING 2023	\$150.00
Hummingbird Creative	BANNER REPAIRS	\$63.25
Irving Oil	533623	\$389.27
Irving Oil	819292	\$396.32

Irving Oil	142980	\$207.90
Irving Oil	142699	\$280.09
Irving Oil	134719	\$234.47
Irving Oil	629994	\$627.84
Irving Oil	34986982	\$232.49
Irving Oil	121625	\$262.27
Irving Oil	84646	\$393.54
Irving Oil	829757	\$210.16
Irving Oil	928795	\$249.30
Irving Oil	958937	\$105.02
Irving Oil	34979925	\$337.22
Irving Oil	542132	\$168.47
Irving Oil	142100	\$814.29
Irving Oil	562666	\$487.87
Irving Oil	34973022	\$379.36
Island Petroleum	00205221999741	\$654.39
Island Petroleum	00205221999742	\$273.51
Island Petroleum	00205221999743	\$427.78
Island Petroleum	00205221999744	\$390.76
Island Petroleum	00205221999745	\$233.89
IWK Foundation	2023 ANNUAL DONATION	\$1,000.00
Jay Adams Co Branding & Marketing	164 DONATION	\$360.00
K&D Pratt Group Inc	FIRE SCBA INSPECTION	\$759.00
Kays Wholesale	CUC CANTEEN	\$788.05
Kensington Agricultural Services	PW LAWNMOWER OIL	\$64.69
Kensington Agricultural Services	KUBOTA MOWER BLADES	\$142.83
Kensington Agricultural Services	KUBOTA TIRE ROD	\$119.73
Kensington Agricultural Services	KUBOTA TRACTOR PARTS	\$251.31
Kensington Country Store	FIRE DINNER PRIZES	\$307.58
Kensington Metal Products Inc.	PW TRACKLESS WELD	\$631.62
Kensington Vipers	APRIL 2023 DONATION	\$600.00
Kent Building Supplies	3002554716	\$30.22
Kent Building Supplies	FIRE DINNER PRIZES	\$333.45
Kent Building Supplies	3002590252	\$63.87

Kent Building Supplies	3002608142	\$48.29
Kent Building Supplies	3002607480	\$20.68
Kent Building Supplies	3002627612	\$45.00
Kent Building Supplies	3002625344	\$265.51
K'Town Auto Parts	03 TRACKLESS PARTS	\$7.27
K'Town Auto Parts	BOBCAT PARTS	\$48.06
Kensington & Area Chamber of Commerce	CASINO NIGHT TICKETS	\$100.00
Lewis Sutherland	APRIL 2023 RRSP	\$933.08
Maritime Electric	APRIL 2023 EVK POOL	\$62.03
Maritime Electric	ST LIGHTS APR 23	\$3,202.64
Maritime Electric	FIRE HALL APR 23	\$442.23
Maritime Electric	RADARS APR 23	\$110.70
Maritime Electric	POLICE CAMERAS APR23	\$13.42
Maritime Electric	PW SHOP APR 23	\$224.92
Maritime Electric	CANTEEN APR 23	\$29.98
Maritime Electric	CUC RINK SIGN APR 23	\$28.68
Maritime Electric	SENIOR CENTER APR 23	\$716.78
Maritime Electric	LIBRARY APR 23	\$194.14
Maritime Electric	FREIGHT SHED APR 23	\$339.39
Maritime Electric	EVK POOL APRIL 23	\$18.57
Maritime Electric	TRAIN STATION APR 23	\$1,017.15
Maritime Electric	CAR CHARGER APR 23	\$180.60
Maritime Electric	RINK APR 23	\$8,408.89
Maritime Electric	TOWN HALL APR 23	\$1,372.39
Mary's Bake Shoppe	DOUGS BIRTHDAY PIES	\$28.00
Malpeque Bay Credit Union	APRIL 2023 RRSP	\$1,298.32
Medacom Atlantic Inc	FIRE ANSWERING SERVICE	\$261.63
Minister of Finance	BULK SALT	\$464.19
Minister of Finance	POLICE LOCK UP FEE MARCH 23	\$25.00
MJS Marketing & Promotions	SUBDIVISION PLANNING AD	\$373.75
Orkin Canada	PW SHOP PEST CONTROL	\$113.90
Orkin Canada	TOWN HALL PEST CONTROL	\$57.26
Orkin Canada	FIRE HALL PEST CONTROL	\$32.20
Prince County Hospital Foundation	PCH DONATION 2023	\$5,000.00

Pitney Bowes	0010950666	\$310.47
Princess Auto	WS UTILITY MANAGER UNIFORMS	\$462.16
Princess Auto	WS UTILITY MANAGER TOOLS	\$626.65
Rexel Canada Electrical Inc	TOWN HALL OFFICE LIGHT	\$24.70
Robert Wood	APRIL 2023 MILEAGE	\$105.30
Rowan Caseley	MILEAGE APRIL 2023	\$269.51
Safety Source Fire	FIRE WATER TANK	\$396.75
Saunders Equipment Ltd	03 TRACKLESS MUFFLER	\$523.58
Mikes Independent	CUC JANITORIAL	\$77.35
Mikes Independent	PW SHOP WATER	\$11.80
Scotia Securities	APRIL 2023 RRSP	\$1,082.24
Scotiabank Visa	012697 IWMC	\$37.00
Scotiabank Visa	007494 CANADIAN TIRE	\$138.64
Scotiabank Visa	FPEIM DOOR PRIZES	\$128.78
Scotiabank Visa	FIRE DINNER PRIZES	\$100.04
Scotiabank Visa	REFUND ON BENCHES	-\$248.28
Scotiabank Visa	DEPUTY CAO ANNUAL FEE	\$75.00
Spring Valley Building Centre Ltd	ZAMBONI PROPANE	\$137.76
Spring Valley Building Centre Ltd	FIRE DINNER PRIZES	\$897.98
Spring Valley Building Centre Ltd	CUC RINK PAINT	\$224.20
Staples	OFFICE SUPPLIES/WS OFFICE DESK	\$1,657.08
Staples	OFFICE SUPPLIES	\$190.74
Suncor Energy Products Partnership	POLICE FUEL	\$963.30
GFL Environmental Services Inc	TOWN HALL GARBAGE DISPOSAL	\$311.55
GFL Environmental Services Inc	CUC RINK GARBAGE DISPOSAL	\$347.10
GFL Environmental Services Inc	PW SHOP GARBAGE DISPOSAL	\$277.40
GFL Environmental Services Inc	EVK POOL GARBAGE DISPOSAL	\$5.75
GFL Environmental Services Inc	FIRE HALL GARBAGE DISPOSAL	\$122.34
T & K Fire Safety Equipment Ltd	FIRE EMERGENCY SIGNS/TRAUMA KIT	\$718.70
Telus	APRIL 2023	\$1,176.31
Toshiba Finance	APRIL 2023	\$607.20
Town of Kensington	FIRE HALL WS APR 23	\$175.82
Town of Kensington	SENIOR CENTER APR 23	\$125.84
Town of Kensington	CUC RINK WS APR 23	\$590.96

Town of Kensington	TRAIN STATION WS APR 23	\$66.71
Vail's Fabric Services Ltd	FLOOR MATS	\$215.46
Subtotal		<u>\$79,403.27</u>
Payroll		\$127,003.99
Total Bills and Payroll		<u><u>\$206,407.26</u></u>

W & S Utility Bills List February 2023

Aliant	INV9617326	\$201.68
Aliant	INV9589991	\$152.26
Doug Killam	WATER COURSE PARKING	\$41.70
Kensington Country Store	WATER CHLORINATION	\$538.20
Maritime Electric	VICTORIA PUMP APR 23	\$85.27
Maritime Electric	PUMP 2 APR 23	\$283.02
Maritime Electric	PUMP 1 APR 2023	\$553.91
Maritime Electric	WOODLEIGH PUMP APR23	\$256.54
Maritime Electric	LIFT STATION APR 23	\$267.52
Maritime Electric	WATER TOWER APR 23	\$130.89
Maritime Electric	LAGOON APR 23	\$2,753.69
Maritime Electric	WELL 3 APR 23	\$686.06
Maritime Electric	BP SEWER LIFT APR 23	\$131.10
MPWWA	ANNUAL TRAINING	\$23.00
PowerGrid Partners Ltd	TURBINE REPAIR	\$9,281.06
Sansom Equipment Ltd	LAGOON PUMP INSTALL	\$1,246.60
Sansom Equipment Ltd	LAGOON PUMP REBUILD	\$467.16
Total W&S Bills		\$17,099.66

Town of Kensington Capital Bills List April 2023

AJL General Contractrors Ltd	KBP-15% HOLDBACK	\$809,262.03
Building Blocs Home Improvements	FREIGHT SHED ROOF	\$40,221.25
Combat Computer Inc	WS SUPERVISOR LAPTOP	\$1,387.64
Combat Computer Inc	FIRE CHIEF LAPTOP	\$1,387.64
Moase Plumbing & Heating	CUC RINK ELECTRIC FURNACE	\$8,855.00
New London Womens Institute	CUC SPECIAL EVENT CHAIRS	\$1,000.00
T & K Fire Safety Equipment Ltd	FIRE INNOTEX SUIT	\$8,050.00
Total Capital		<u><u>\$870,163.56</u></u>

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

GENERAL REVENUE	Current Month			Year to Date			Annual Budget	% Full Year
	Actual	Budget	Variance	Actual	YTD Budget	Variance		
General Revenues	\$104,980.40	\$102,554.00	\$2,426.40	\$104,980.40	\$102,554.00	\$2,426.40	\$1,742,253.00	6%
Police Service	\$18,312.00	\$27,285.00	-\$8,973.00	\$18,312.00	\$27,285.00	-\$8,973.00	\$337,350.00	5%
Town Hall Rent	\$8,680.48	\$8,660.00	\$20.48	\$8,680.48	\$8,660.00	\$20.48	\$107,720.00	8%
Recreation	\$0.00	\$0.00	\$0.00	\$0.00	\$4,500.00	-\$4,500.00	\$4,500.00	0%
Sales of Service	\$30,071.35	\$34,125.00	-\$4,053.65	\$30,071.35	\$34,125.00	-\$4,053.65	\$412,700.00	7%
Subtotal Revenue	\$162,044.23	\$172,624.00	-\$10,579.77	\$162,044.23	\$177,124.00	-\$15,079.77	\$2,604,523.00	6%
GENERAL EXPENSES								
Town Hall	\$10,525.59	\$12,926.00	-\$2,400.41	\$10,525.59	\$12,926.00	-\$2,400.41	\$169,476.00	6%
General Town	\$156,730.62	\$142,119.00	\$14,611.62	\$156,730.62	\$142,119.00	\$14,611.62	\$832,809.00	19%
Police Department	\$36,624.05	\$49,442.00	-\$12,817.95	\$36,624.05	\$49,442.00	-\$12,817.95	\$631,426.00	6%
Public Works	\$31,443.83	\$37,238.00	-\$5,794.17	\$31,443.83	\$37,238.00	-\$5,794.17	\$502,265.00	6%
Train Station	\$3,692.93	\$4,630.00	-\$937.07	\$3,692.93	\$4,630.00	-\$937.07	\$62,080.00	6%
Recreation & Park	\$6,420.39	\$10,395.00	-\$3,974.61	\$6,420.39	\$10,395.00	-\$3,974.61	\$143,975.00	4%
Sales of Service	\$15,319.61	\$15,952.00	-\$632.39	\$15,319.61	\$15,952.00	-\$632.39	\$206,964.00	7%
Subtotal Expenses	\$260,757.02	\$272,702.00	-\$11,944.98	\$260,757.02	\$272,702.00	-\$11,944.98	\$2,548,995.00	8%
Net Income (Deficit)	-\$98,712.79	-\$100,078.00	\$1,365.21	-\$98,712.79	-\$95,578.00	-\$3,134.79		
Credit Union Centre								
Credit Union Centre Revenue	\$31,118.49	\$17,650.00	\$13,468.49	\$31,118.49	\$17,650.00	\$13,468.49	\$460,800.00	7%
Credit Union Centre Expenses	\$59,776.80	\$41,273.00	\$18,503.80	\$59,776.80	\$41,273.00	\$18,503.80	\$487,358.00	12%
Net Income (Deficit)	-\$28,658.31	-\$23,623.00	-\$5,035.31	-\$28,658.31	-\$23,623.00	-\$5,035.31		
Fire Department								
Fire Revenues	\$26,877.00	\$31,204.00	-\$4,327.00	\$26,877.00	\$31,204.00	-\$4,327.00	\$374,456.00	7%
Fire Department Expenses	\$25,842.92	\$28,325.00	-\$2,482.08	\$25,842.92	\$28,325.00	-\$2,482.08	\$374,456.00	7%
Net Income (Deficit)	\$1,034.08	\$2,879.00	-\$1,844.92	\$1,034.08	\$2,879.00	-\$1,844.92		
Consolidated Net Income (Deficit)	-\$126,337.02	-\$120,822.00	-\$5,515.02	-\$126,337.02	-\$116,322.00	-\$10,015.02		
							\$28,970.00	
Water and Sewer Utility								
Water & Sewer Revenue	\$58,584.37	\$59,065.00	-\$480.63	\$58,584.37	\$59,065.00	-\$480.63	\$715,455.00	8%
Water & Sewer Expenses	\$64,613.83	\$59,450.00	\$5,163.83	\$64,613.83	\$59,450.00	\$5,163.83	\$742,120.00	9%
Water & Sewer Net Income (Deficit)	-\$6,029.46	-\$385.00	-\$5,644.46	-\$6,029.46	-\$385.00	-\$5,644.46		

TOWN OF KENSINGTON – MEMORANDUM

TO: MAYOR AND TOWN COUNCIL, CAO

FROM: ROBERT WOOD, CUC MANAGER

DATE: APRIL 2023

SUBJECT: APRIL 2023 - CREDIT UNION CENTRE REPORT

ATTACHMENT: STATISTICAL REPORT

April 2023

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

- CUC hosted the Kensington Granites Provincial final playoff game 6 and Kensington Vipers Provincial Game 3 and game 5 in April to large crowds, as well as the Shane Cormier memorial U15 Tournament and KISH High School Hockey tournament which also attracted large crowds to the arena.
- Kensington Wild held an ID camp in April for potential players for next season.
- Mardi Gras (Rec) Tournament was also held March 31 – April 2, 2023.
- Arena was closed for this season April 9th.
- Pat McIver of the Vipers and Granites presented a cheque for new hockey nets for the upcoming season to be used as game nets.

- The arena boards were removed in April and replacement is scheduled to be completed by June 30,2023.
- The first two rows of the stands are in the process of removal to allow for the new boards to be placed and a walkway/standing room space created.
- The Vipers dressing room bathroom area was replaced\repaired and new fixtures have been installed.

Kensington Cash Draw

• April 9	180.00
• April 16	188.00
• April 23	176.00
• April 30	182.00
Total	72600

Ball Fields

- Danny Hughes Memorial Tournament is Booked for July 21-23.
- The Mens Eastern Canadians tournament has been booked for Kensington this fall by Softball PEI Sept 8-10.
- Dugouts will be constructed as soon as ground is dry enough. It is anticipated this will be completed in early May. (*Project completed*)
- KMP is making 3 pulleys for the ballfield netting and staff will assess if this work. Branch Manager will be available to install netting as a backup. New netting arrived last October for the bottom section of the netting and will be installed in May.
- Ballfields have been rolled by Curran and Briggs.
- Stands will be repaired and placed around the ballfields as all covid restrictions are lifted this season. (*Stands have been repaired and placed by staff in consultation with KAMBA*)

Senior Center

- Railing and new step has been installed by Building Blocs construction. Repairs were made to the wheel chair ramp.

Tennis \ Pickleball Courts KISH

- Nets are up for the season and windscreens will be installed through the month of May. Minor gaps in the fencing will be repaired as well.

CUC Property

- Skate Park was assembled in April and in use April 10, 2023.
- Ball Hockey area is being used in May by Central Region Sport for Minor Ball Hockey and other activities.
- The deck by the pond is being replaced in May by staff and will be ready for the fishing derby.
- Property cleanup is on-going.

Upcoming Events

- Bike tune-up by Need -A-Brake company (free) May 20th, 2023 at the CUC parking lot
- Fishing Derby will be held on May 27th, 2023.
- Canada Day Ceremony is scheduled for July 1, 2023 at the Railyards Gazebo area.
- Danny Hughes Memorial Ball tournament July 21-23, 2023.
- Kensington Harvest Festival Aug 19-23, 2023.
- Eastern Canadians Softball Sept 8-10, 2023.



Mayor's Report to Town Council

June 12, 2023

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

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

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

Town Clean-Up Day – Thank you to everyone who assisted with the town clean-up this year. Many residents had already cleaned up around town prior to the scheduled clean-up day and it showed as there was not as much garbage around town. We were pleased to welcome Rachel McCarthy and her 4-H troop this year to assist us. It is so rewarding to see groups like this taking an interest in the environment and doing their part to make our town look good. Thank you to Councillors Rodney Mann and Deputy Mayor Jeff Spencer, CAO Geoff Baker and Municipal Clerk Kim Caseley for your help. It made the job go much faster.

Youth Council – We have had a few meetings with students from KISH on the formation of a Youth Council and are pleased to report we now have things started. Since we are near the end of the school year, the students discussed how best to proceed. We had 11 students at the meeting and they decided to elect an Acting Mayor and Acting Deputy Mayor as well as an Acting Chief Administrative Office. These positions were filled by Simba Hove, Brennan Verhulp and Bjorn Schmidt respectively.

Their first official meeting was to work on a procedural bylaw - how often to meet, where to meet, how elections will be held, etc. and this work is ongoing. They are taking time off from meetings until after exams and will meet again to continue working on their procedural bylaw probably in another couple of weeks. It was agreed by the students they would operate under acting positions until the new school year commences in the fall. It was great to see the enthusiasm and willingness of so many students to participate and learn how municipalities are operated and governed. We look forward to many more meetings with them and value the input they will be able to provide the Town Council from a youth perspective.

Energy Blueprint Workshop – I attended the Provincial Government workshop on the Provincial Energy Blueprint. A questionnaire is available (<https://gov.questionpro.ca/t/AB3uoL7ZB3ux1L>) to complete online by all residents and will form part of their report. At the gathering several workshops were conducted to discuss energy consumption, usage, generation and overall, what Islanders want to have the provincial energy



blueprint look like in the future. Hon. Steven Myers, Minister of Environment, Energy and Climate Action was in attendance. The workshop was not well attended in Kensington but there was a good variety of people in attendance which resulted in lots of discussion and expression of opinions from those who did attend.

Family Violence Walk - Thanks to Chief Lewie Sutherland and the Kensington Police Service for once again organizing and hosting the Family Violence Walk. We were joined by students from KISH, residents, and employees of the Provincial Credit Union. The police escorted everyone for a short walk around town and we then gathered in front of Town Hall and enjoyed hot chili provided by Coreen Pickering.

SustainAgro Public Open House – Thank you to all who came out to the public open house hosted by the Provincial Department of the Environment and SustainAgro Ltd. to get some information on the proposal for a Pyrolysis facility being proposed in our business park. While many questions may have been answered that night to satisfy the requirements for the Environmental Impact Assessment, the Town of Kensington will continue to do our due diligence.

As such the Town of Kensington will be hosting a **Town of Kensington Public Consultation on Monday June 19 at 6:30pm** in the Murray Centre. This will be widely advertised and will ensure we have made every effort to let the public know about the consultation. A presentation will form part of the evening to ensure many questions or concerns are addressed in a public forum. If this project is good for Kensington and Prince Edward Island, then we are interested in proceeding to the next steps. We are looking for a good turnout that evening.

Fishing Derby – Once again we thank the Kensington Police Services for hosting the annual fishing derby at the Alysha Toombs Park. Although the pond has been stocked with many fish, I understand the fish may not have been biting on that day. However, everyone had a great time and many children went home with some great prizes. Thanks to all the businesses who have supported this event again this year.

Coalition for the Protection of PEI Lands – Thank you to Deputy Mayor Jeff Spencer for filling in for me at the Forum # 4 presented by the Cooper Institute on “Whose Land is it Anyway” held at the Murray Centre in Kensington. Jeff reported the presentations were very informative and Jean-Paul Arseneault spoke on the importance, value, and necessity of proper land use planning across Prince Edward Island as well as the need for methodical and planned development of communities on Prince Edward Island.

PEI Provincial Ladies Auxiliary of Royal Canadian Legion – Thank you to Deputy Mayor Jeff Spencer for filling in for me and laying a wreath on behalf of the Town of Kensington when the PEI Provincial Ladies Auxiliary of the Royal Canadian legion held their Annual Convention Cenotaph Service at the Kensington Legion Branch No. 9.

Kensington Dance Festival – It was entertaining to attend the 30th annual dance festival at the Murray Centre again this year. This festival has been organized by Libby Hubley of Stepping Out Dance Studio for all these years along with her daughter Jennifer. Libby said the attendance was down a bit this year but they still had around 90 registered. This dance festival is a competition and dancers are judged by an adjudicator and awarded placement based on their ability. Dancers come from many dance studios across Prince Edward Island.

KISH Relay for Life – Once again it was a great honour to be invited to attend the KISH Relay for Life Cancer Fundraiser. The organizing committee had everything so well organized. We are so fortunate to have leaders stepping forward to take on these important challenges. The Town of Kensington was recognized as being one



of the Platinum sponsors. The students had an objective to raise \$17,000 at the KISH Relay for Life in 2023. I know they surpassed this objective and actually raised \$ 28,604.07. Congratulations and Well Done!

Business Park Lot Sales – Mr. Baker and I signed off on the sale of 5 more lots in the business park since our last Council meeting. These lots are being sold to Island Structural Systems Ltd. and they are waiting for their building permit to begin construction. They are planning to break ground right away. We welcome Island Structural Systems to our community as they will bring up to 30 jobs to our area.

Employees Resignations – It is with regret that Mr. Baker accepted the resignation of two administration employees who have been offered great positions with other organizations. We do wish Wendy MacKinnon, our Deputy Administrator for several years, all the best as she has accepted a great opportunity and the position of Manager of Corporate services with the Town of Cornwall. Wendy has been with the Town of Kensington for 18 years and we will miss the knowledge she has gained over our operations of the Town during that time. Ashley Christie, Administration Assistant, has been with the Town of Kensington for close to two years and she has accepted a position with Standard Aero. Ashley has been the first point of contact when people called or came into the office. We will miss both of these employees but understand they are moving on to take advantage of these rewarding job opportunities. We wish both Wendy and Ashley all the best and thank them both for their contribution to the success of the Town of Kensington.

QEEES Kindergarten Book Launch – What a pleasure it was for me to attend the book launch at Queen Elizabeth Elementary School. Each of the 3 kindergarten classes published a book with each student from each class contributing to the book. Each student read to the audience what they had written. This was the first year for this and a copy of the books are in the library at the school. I understand the books are for sale from the publisher. It was such a great experience seeing how excited the children were to read their contribution to the audience, which included students and parents. Thank you to the teachers and principal for taking such a great initiative.

Atlantic Mayors Congress - As I write this report, I am scheduled to attend the Atlantic Mayors Congress in Amherst, Nova Scotia. Topics on the agenda are rising sea levels, Atlantic Police Academy, Basic Livable Income, Housing Initiatives and the annual business meeting.

Rowan Caseley, Mayor

Town of Kensington

Town of Kensington - Request for Decision

Date: June 8, 2023	Request for Decision No: 2023-29
Topic: Credit Union Centre Exterior Painting – 2023	
Proposal Summary/Background:	
<p>The Town recently issued tender documents, through WSP, for the painting component of the Credit Union Centre Upgrades project. The tendered project generally includes the external painting of the Credit Union Centre and the painting of the internal steel framing. The tendered prices include a \$10,000.00 cash allowance.</p> <p>The Exterior Painting tender closed on Tuesday, May 30, 2023 with two bids being received as follows (prices include HST):</p> <ul style="list-style-type: none">• Spray-Net \$96,623.00• Dynamo Coatings Ltd. \$122,705.00 <p>Both tenders were reviewed by WSP and deemed compliant. Therefore, it is recommended that the contract be awarded to the low bidder, Spray-Net, in the amount of \$96,623.00 including HST. The project schedule is set for a total of 4 weeks with the project start date set for June 20, 2023 and being completed by July 15, 2023.</p>	
Benefits:	
<ul style="list-style-type: none">• Will improve the aesthetic character of the facility.	
Disadvantages:	
<ul style="list-style-type: none">• None noted.	
Discussion/Comments:	
<p>It is recommended by the CAO that Town Council proceed with the award of the tender for the Credit Union Centre External Painting project to Spray-Net as their tender was deemed compliant and they were the low bidder.</p> <p>The original project budget (for paving and painting) was set at \$230,000 plus HST with a 25% contingency (\$287,500). Based on the bids received for both the painting and paving projects the total tendered price is \$255,720 plus HST (provisional fence replacement removed from project).</p>	

Options:

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

Costs/Required Resources:

\$96,623.00 including HST
(HST fully recoverable)

Source of Funding:

ICIP – CCR Stream

40% Federal Contribution

33.3% Provincial Contribution

26.67% Municipal Contribution (Long Term Borrowing)

Recommendation:

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

BE IT RESOLVED THAT Kensington Town Council award the contract for the Credit Union Centre Exterior Painting project to Spray-Net as per their tender submission in the amount of \$96,623.00 including HST.



June 06, 2023

Town of Kensington
55 Victoria Street East
Kensington, PE
C0B 1M0

Subject: Tender Results - Kensington CUC Upgrades - Exterior Painting - 2023

Dear Mr. Baker:

Tenders were received for the above project at 1:00 PM, Tuesday, May 30th, 2023, and have been reviewed/verified and attached for your reference.

A summary of the tenders is as follows:

<u>Low Bidder</u>	<u>Bid Amount</u>	<u>Construction Duration</u>
Spray-Net	\$96,623.00	June 20/23 to July 15/23 = 4 construction weeks
<u>Other Bidders</u>		
Dynamo Coatings Ltd.	\$122,705.00	June 19/23 to July 15/23 = 4 construction weeks

It is therefore recommended that the contract be awarded to the low bidder, Spray-Net, in the amount of \$96,623.00, including HST, if the necessary funds are available. If the Town wishes to remove the provisional item of re-painting the internal steel framing, it is recommended that the contract be awarded to Spray-Net for a reduced cost of \$63,917.00, including HST.

A copy of the tender documents is enclosed for your records. Please contact me if there are any questions regarding the above.

Best regards,

CJ McCardle, EIT

CJM/gd
Encl.

cc: Wade Enman, P.Eng. – WSP Canada Inc.
WSP ref.: 231-00178-00

195 MacEwen Road
Summerside, PE
Canada C1N 5Y4

T: +1 902 436-2669
wsp.com

Town of Kensington - Request for Decision

Date: June 9, 2023	Request for Decision No: 2023-30
Topic: Credit Union Centre Parking Lot Resurfacing	
Proposal Summary/Background:	
<p>The Town recently issued tender documents, through WSP, for the parking lot re-surfacing component of the Credit Union Centre Upgrades project. The tendered project generally includes the resurfacing of the existing parking lot, including removal of existing asphalt, re-grading of the existing subgrade as required, painting of approximately 96 parking stalls, and the removal and replacement of subgrade material with Class A gravel. The tendered prices include a \$50,000.00 cash allowance.</p> <p>The Parking Lot Re-Surfacing tender closed on Thursday, June 1, 2023 with two bids being received as follows (prices include HST):</p> <ul style="list-style-type: none">• Curran and Briggs Ltd. \$236,888.50 (includes \$39,433.50 provisional fence replacement)• Hynes Paving \$339,905.50 (includes \$46,793.50 provisional fence replacement) <p>Both tenders were reviewed by WSP and deemed compliant. The tendered prices include a provisional item for the removal of and replacement of the fence surrounding the outdoor rink area. <u>It is recommended that this item be removed from the current project in the interest of keeping the overall project on budget.</u> The fence replacement portion of the project can be re-visited at the end of the project, if any funds remain.</p> <p>Therefore, it is recommended that the contract for the parking lot re-surfacing be awarded to the low bidder, Curran and Briggs Ltd., in the amount of \$197,455.00 including HST. The project schedule is set for a total of 1.5 weeks with the project start date set for June 22, 2023 and being completed by June 30, 2023.</p>	
Benefits:	
<ul style="list-style-type: none">• Will improve the aesthetic character of the facility.• Will provide a smoother, safer, and more efficient parking area for CUC patrons.	

Disadvantages:

- None noted.

Discussion/Comments:

It is recommended by the CAO that Town Council proceed with the award of the tender for the Credit Union Centre Parking Lot Re-surfacing to Curran and Briggs Ltd. as their tender was deemed compliant and they were the low bidder.

The original project budget (for paving and painting) was set at \$230,000 plus HST with a 25% contingency (\$287,500). Based on the bids received for both the painting and paving projects the total tendered price is \$255,720 plus HST (provisional fence replacement removed from project).

Options:

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

Costs/Required Resources:

\$197,455.00 including HST
(HST fully recoverable)

Source of Funding:

ICIP – CCR Stream
40% Federal Contribution
33.3% Provincial Contribution
26.67% Municipal Contribution (Long Term Borrowing)

Recommendation:

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

BE IT RESOLVED THAT Kensington Town Council award the contract for the Credit Union Centre Parking Lot Re-Surfacing to Curran and Briggs Ltd. as per their tender submission in the amount of \$197,455.00 including HST.



June 03, 2023

Mr. Geoff Baker, CAO
Town of Kensington
55 Victoria Street E
Kensington, PE
C0B 1M0

Subject: Kensington CUC Upgrades - Parking Lot Resurfacing - Tender Recommendation

Dear Mr. Baker:

Tenders were received for the above project at 1:00 PM, Thursday, June 01, 2023, and have been reviewed and verified and are attached for your reference.

A summary of the tenders is as follows:

<u>Low Bidder</u>	<u>Bid Amount</u>	<u>Construction Duration</u>
Curran and Briggs	\$236,888.50	June 22/2023 to June 30/2023 (1.5 construction weeks)
<u>Other Bidders</u>		
Hynes Paving	\$339,905.50	June 26/2023 to July 07/2023 (2 construction weeks)

It is therefore recommended that the contract be awarded to the low bidder, Curran and Briggs, in the amount of \$236,888.50, including HST, if the necessary funds are available. If the Town wishes to remove the provisional item of Fencing, it is recommended that the contract be awarded to Curran and Briggs for a reduced cost of \$197,455.00, including HST.

A copy of the tender documents is enclosed for your records. Please contact me if there are any questions regarding the above.

Best regards,

C.J. McCardle, EIT

CJM/gd

Encl.
WSP ref.: 231-00178-00

Town of Kensington - Request for Decision

Date: June 9, 2023	Request for Decision No: 2023-31 (Office Use Only)
Topic: Development Control Bylaw and Official Plan Amendment – Re-Zoning of PID No. 747790 – Second Reading and Formal Adoption	
Proposal Summary/Background: A request has been received from the owner of a property along Barrett Street (PID 747790), to re-zone their property from its current Single Residential (R1) designation to Multi-Unit Residential (R3) to facilitate the construction of a two 4-unit residential developments on the property. 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.	
Benefits: <ul style="list-style-type: none">• Provides alternative housing options within the Town of Kensington, supported by the Town’s Strategic Plan.	
Disadvantages: <ul style="list-style-type: none">• N/A	
Discussion/Comments: The proposed Bylaw amendment was initially considered by Committee of Council at their regular meeting, held on February 27, 2023 where the Committee authorized staff to move the proposed amendment forward to a public meeting to solicit comments/feedback from the community. The public meeting was held on April 26 th at 6:00 pm at the Kensington Town Hall – Council Chambers with three members of the public in attendance, including the applicant, Mark Woodside. There were no public questions/feedback brought forward at the public meeting. The Official Plan amendment and First Reading of the Development Control Bylaw amendment was approved and adopted at the June 12, 2023 regular meeting of Town Council.	

The following information is being circulated with this Request for Decision:

1. Re-Zoning request
2. DV8 Consulting report (includes mapping information)
3. Public Meeting Advertisement
4. Public Meeting Minutes

Staff have reviewed the relevant information and the DV8 Consulting report on the proposed Bylaw and Official Plan amendment and are recommending that Town Council proceed with the amendments as proposed.

Options:

1. Give and approve second reading and formal adoption of the Development Control Bylaw amendment, as recommended.
2. Not approve the amendment.
3. Refer the matter(s) back to staff for further direction and deliberation.

Costs/Required Resources:

N/A

Source of Funding:

N/A

Recommendation:

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

Second Reading

WHEREAS a request has been received from the owners of a property located along Barrett Street (PID No. 747790) to re-zone their property from its current Single Residential (R1) zoning designation to Multi-Unit Residential (R3) to facilitate the construction of two 4-unit residential buildings on the property;

AND WHEREAS a public meeting to solicit comments/feedback from the public was held on April

26, 2023, in accordance with the PEI Planning Act and the Town's Development Control Bylaw;

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

AND WHEREAS the Bylaw amendment was read, approved, and adopted a first time at a regular meeting of Town Council, duly held on June 8, 2023;

BE IT RESOLVED THAT Kensington Town Council give second reading to amend the Zoning and Subdivision Control Bylaw to re-zone PID No. 747790 along Barrett Street from its current Single Residential (R1) zoning designation to Multi-Unit Residential (R3) to facilitate the construction of two 4-unit residential buildings on the property.

Approval of Second Reading

WHEREAS a request has been received from the owners of a property located along Barrett Street (PID No. 747790) to re-zone their property from its current Single Residential (R1) zoning designation to Multi-Unit Residential (R3) to facilitate the construction of two 4-unit residential buildings on the property.

AND WHEREAS a public meeting to solicit comments/feedback from the public was held on April 26, 2023, in accordance with the PEI Planning Act and the Town's Development Control Bylaw;

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

AND WHEREAS the Bylaw amendment was read, approved, and adopted a first time at a regular meeting of Town Council, duly held on June 8, 2023;

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

BE IT RESOLVED THAT Kensington Town Council formally approve and adopt second reading

to amend the Zoning and Subdivision Control Bylaw to re-zone PID No. 747790 along Barrett Street from its current Single Residential (R1) zoning designation to Multi-Unit Residential (R3) to facilitate the construction of two 4-unit residential buildings on the property.

Formal Adoption

WHEREAS a request has been received from the owners of a property located along Barrett Street (PID No. 747790) to re-zone their property from its current Single Residential (R1) zoning designation to Multi-Unit Residential (R3) to facilitate the construction of two 4-unit residential buildings on the property.

AND WHEREAS a public meeting to solicit comments/feedback from the public was held on April 26, 2023, in accordance with the PEI Planning Act and the Town's Development Control Bylaw;

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

AND WHEREAS the Bylaw amendment was read, approved, and adopted a first time at a regular meeting of Town Council, duly held on June 8, 2023;

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

BE IT RESOLVED THAT Kensington Town Council formally adopt an amendment to the Zoning and Subdivision Control Bylaw to re-zone PID No. 747790 along Barrett Street from its current Single Residential (R1) zoning designation to Multi-Unit Residential (R3) to facilitate the construction of two 4-unit residential buildings on the property.

M.S.WOODSIDES LTD

75 Route 104

Margate, PE C0B 1M0

902-888-7169

msswoodsides@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.

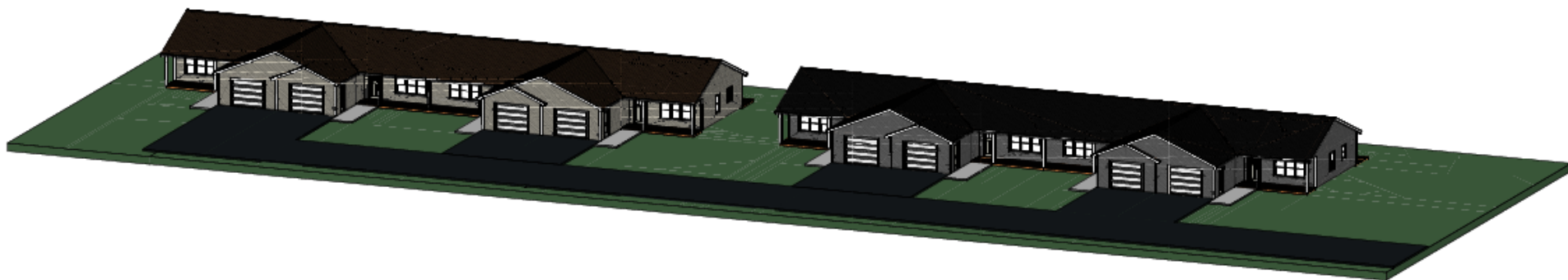
If a future road - to connect to the landlocked areas behind this property - is a desired outcome for the Town the alternative design provides a more efficient use of land and services; and increases future opportunities for subdivision (sale of individual dwelling units) of the townhouse development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





**Town of Kensington
Notice of Public Meeting**

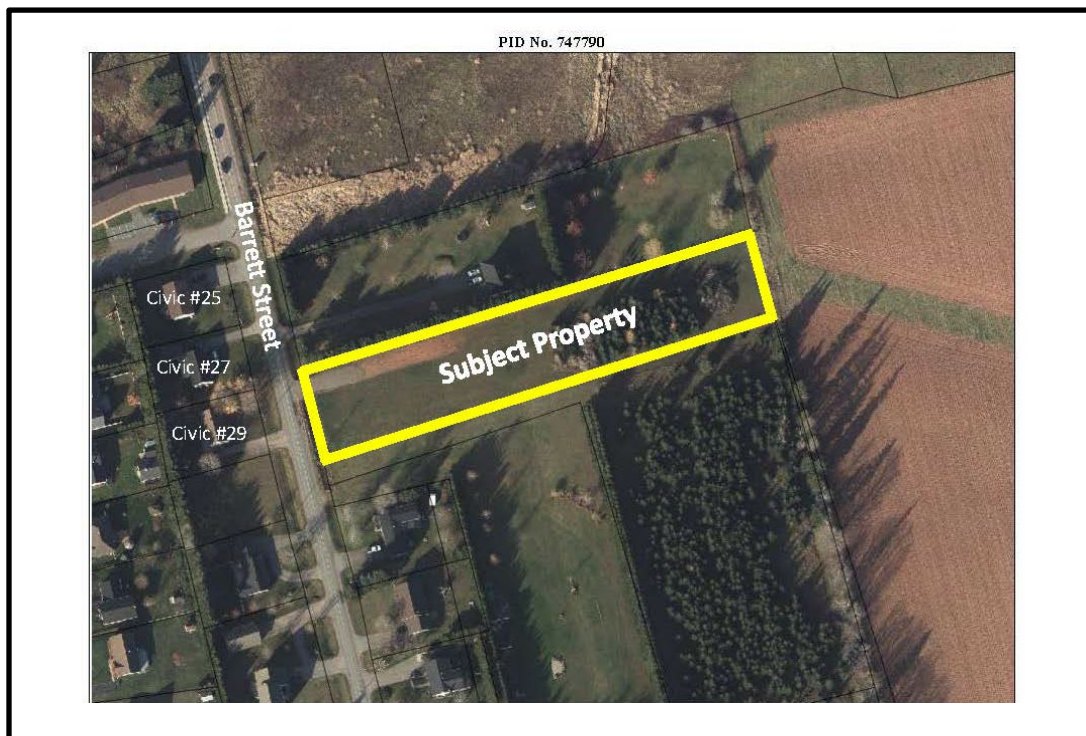
Take notice that, pursuant to the Planning Act and the Town of Kensington's Zoning and Subdivision Control (Development) Bylaw, a Public Meeting will be held at 6:30 PM on Wednesday, April 26, 2023, at the Kensington Town Hall, 55 Victoria Street East, Town of Kensington.

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

- To re-zone PID No. 747790 from Single Residential (R1) to Multi-Unit Residential (R3) for the purpose of constructing a multi-unit residential development.

A hardcopy of the Town's Zoning and Subdivision Control Bylaw is available at the Kensington Town Hall or electronic versions can be downloaded from the website at: <http://kensington.ca/>. A copy of the application is also available for viewing at the Kensington Town Hall.

Geoff Baker
Chief Administrative Officer



**Town of Kensington
Minutes of Public Meeting
Wednesday, April 26, 2023
6:00 PM**

Presiding:	Mayor Rowan Caseley
Council Members Present:	Deputy Mayor Jeff Spencer Councillors: Toombs, Gallant, MacRae, and Doucette
Staff Members Present:	Chief Administrative Officer, Geoff Baker; Deputy Chief Administrative Officer, Wendy MacKinnon; Municipal Clerk, Kim Caseley
Visitors:	Barb & Don Moase – Residents Mark Woodside – Applicant/Developer

Mayor Caseley called the meeting to order at 6:30 PM and explained the purpose of the meeting.

PURPOSE:

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

- To re-zone PID No. 747790 from Single Residential (R1) to Multi-Unit Residential (R3) for the purpose of constructing a multi-unit residential development.

Mayor Caseley outlined the Bylaw amendment process for the meeting attendees:

The proposed Bylaw amendment was initially considered by Committee of Council at their regular meeting, held on February 27, 2023 where the Committee authorized staff to move the proposed amendment forward to a public meeting to solicit comments/feedback from the community.

A notification ad was placed in the County Line Courier newspaper on April 12, 2023, in accordance with the PEI Planning Act and the Town's Development Control Bylaw.

In addition to the newspaper ad, notification letters were delivered to all property owners within 500 feet of the subject property, as required by the Town's Development Control Bylaw.

A copy of the notification letter and a location map of the subject property are available this evening for public viewing.

Following this public meeting, staff will complete a report for Town Council prior to their

formal consideration of the amendment which is planned for May 8, 2023.

Mayor Caseley opened the floor for public comments on the application.

Mark Woodside spoke on his proposed development of a multi-unit residential building pending the re-zoning request approval.

Moved by Councillor Gallant, seconded by Councillor MacRae that there being no further questions or comments on the proposed Development Control Bylaw amendment the meeting adjourned at 6:34 PM.

Geoff Baker,
Chief Administrative Officer

Rowan Caseley,
Mayor

Town of Kensington - Request for Decision

Date: June 9, 2023	Request for Decision No: 2023-32 (Office Use Only)
Topic: Development Permit Application – PEI Crematorium	
Proposal Summary/Background: A development permit application has been received from Todd Moase; owner of P.E.I. Crematorium located at 12 Gerald McCarville Drive PID No. 901694, for the construction of a 22' x 46' addition to the existing building to facilitate additional office and storage space.	
Benefits: <ul style="list-style-type: none">• Supports growth of an existing business.	
Disadvantages: <ul style="list-style-type: none">• N/A	
Discussion/Comments: The development permit application was reviewed against the Town's Development Control Bylaw and Official Plan and is found to be in general compliance therewith. The applicant will be required to secure a building permit from the Province of PEI once a development permit is approved by the Town.	
Options: <ol style="list-style-type: none">1. Approve the development permit application, as proposed.2. Not approve the development permit application.3. Refer the matter(s) back to staff for further direction and deliberation.	
Costs/Required Resources: N/A	Source of Funding: N/A

Recommendation:

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

THAT Town Council approve a development permit application submitted by Todd Moase, on behalf of PEI Crematorium for an addition to the existing building on a property located at 12 Gerald McCarville Dr., PID No. 901694.



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:	MAY 15/23
Date Approved:	
PEI Planning:	
Permit Fee: \$	300. <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 12 Gerald McCarville Dr Property Tax Number (PID): 901694-000
 Lot No.: _____ Subdivision Name: _____ Current Zoning: A, M1
 Are there any existing structures on the property?: No Yes, please describe:
crematorium

Land Purchased from Ben Rehiel Year Purchased 2014

Location of Development	Property Size	
<input checked="" type="checkbox"/> North <input checked="" type="checkbox"/> East <input type="checkbox"/> South <input type="checkbox"/> West	Road Frontage	Acreage .82
	Property Depth <u>175</u>	Area sq. ft. <u>30625</u>

2. Contact Information

APPLICANT Name: Todd Moase Address: [REDACTED]
 Phone: [REDACTED] Cell: [REDACTED]
 Email: [REDACTED] Postal Code: c0b1m0

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

CONTRACTOR, ARCHITECT OR ENGINEER Name: CP Construction Address: [REDACTED]
 Phone: [REDACTED] Cell: _____
 Email: _____ Postal Code: C1A 5H8

3. Infrastructure Components

Water Supply Municipal Private Sewage System Municipal Private

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

4. Development Description

New Building Renovate Existing Addition Demolition Other _____

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

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

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)	
1	0	2	Width <u>22</u>	Length <u>46</u>

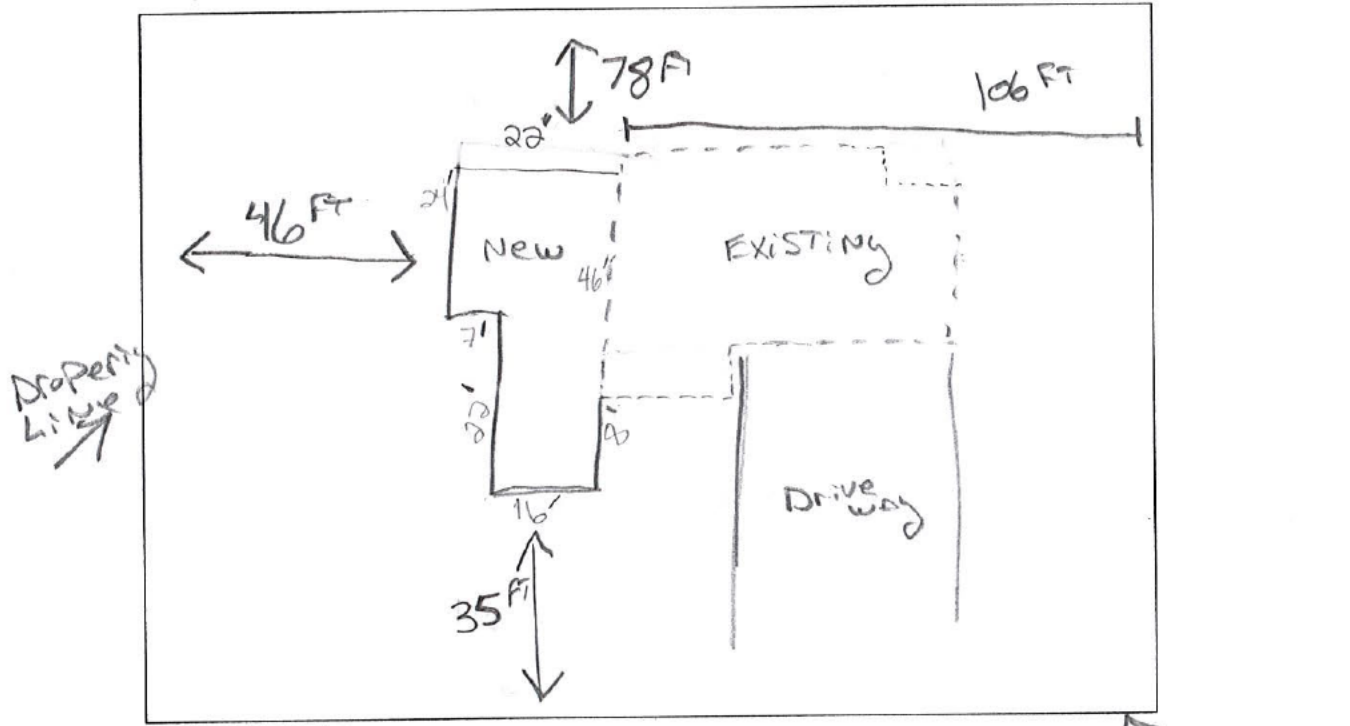
Detailed Project Description: Office's Utility Room 22 x 46

Estimated Value of Construction (not including land cost): 180000

Projected Start Date: Late Summer Projected Date of Completion: Late Fall

Please provide a diagram of proposed construction:

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



I DO SOLEMNLY DECLARE & CERTIFY:

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

Further, I realize that the payment of monies for this application does not constitute approval of a permit nor approval to commence [redacted] for.

Signature of Applicant [redacted]

Date: May 15/23



**PEI Crematorium
New Addition**

CONCEPTUAL ONLY
Confirm all colors and
finishes with owner.

Inches: 0 1 2

STAMP:

GSC DRAFTING & DESIGN
Quality Building Plans - Residential & Commercial
27 Gardner Road
Pawtucket, RI 02861, PE
902.954.6917
gscdrafting@gmail.com

No.	DATE	DESCRIPTION

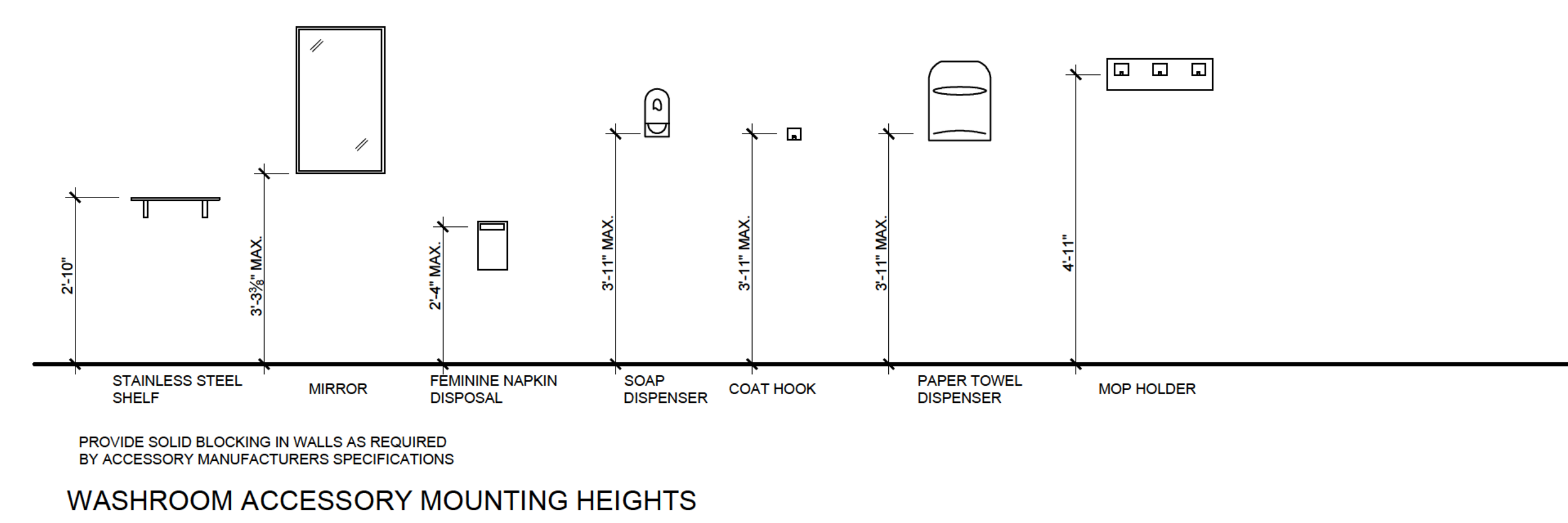
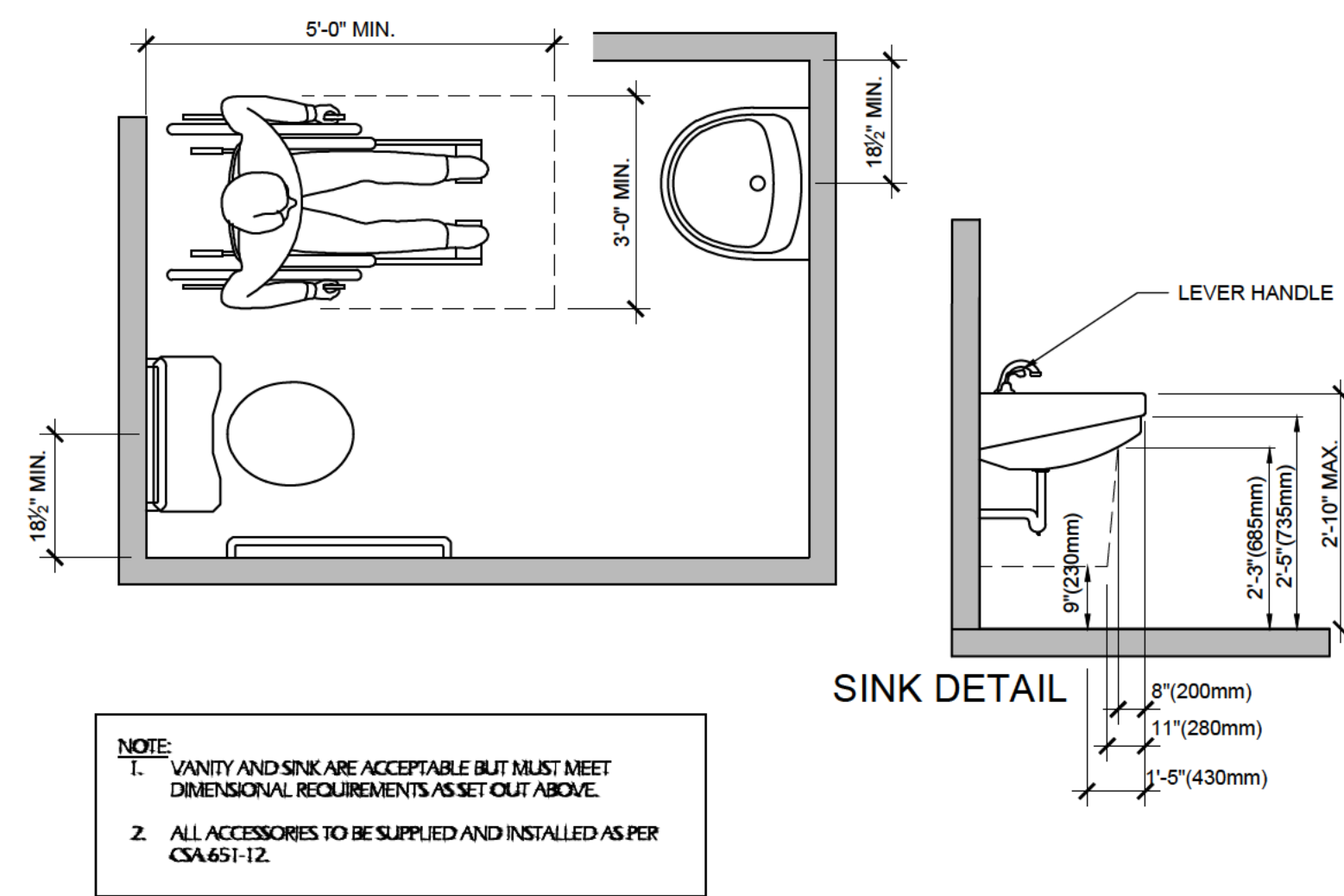
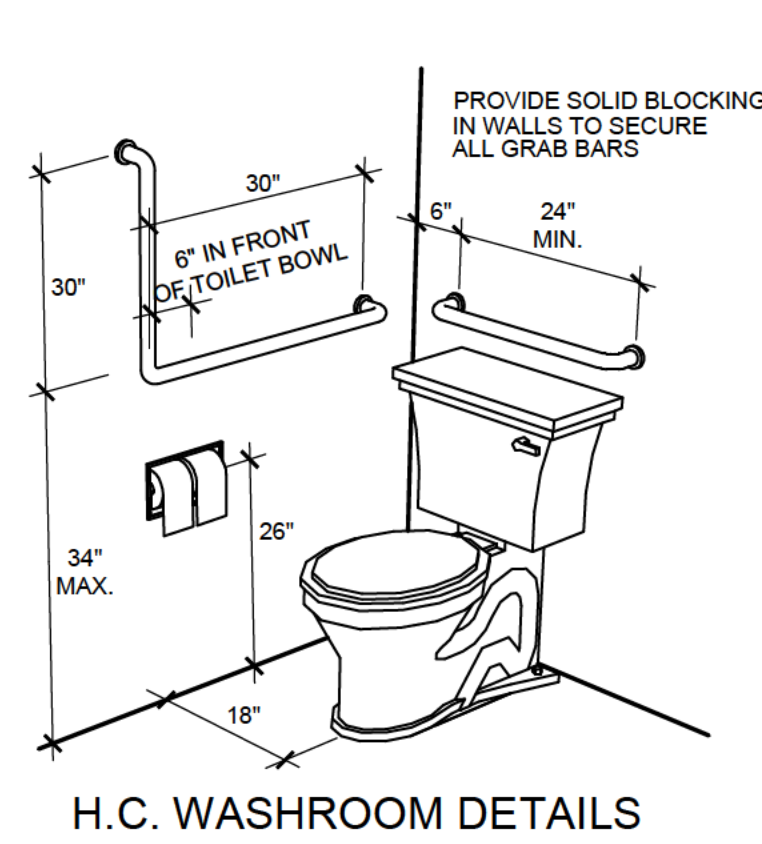
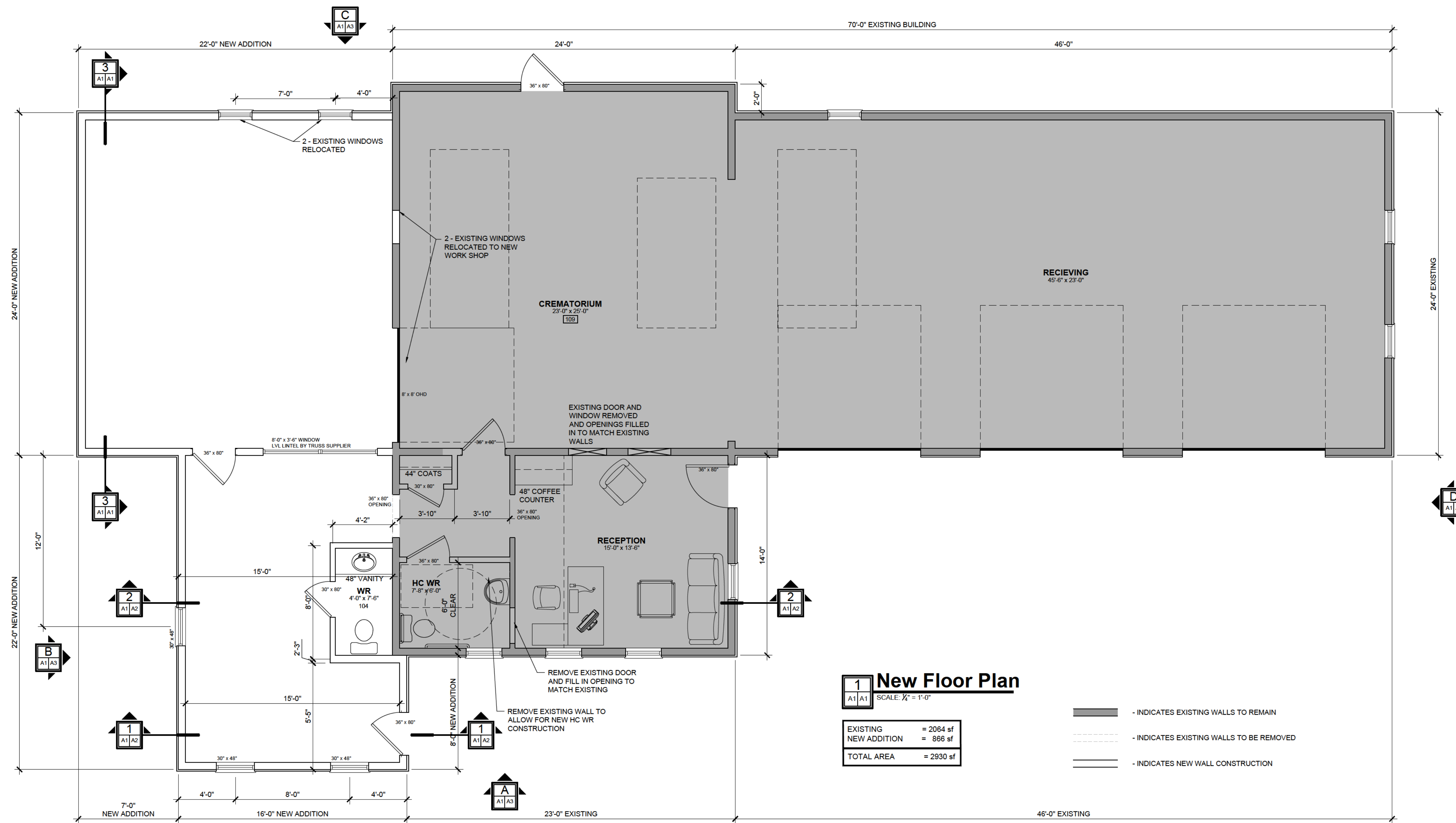
PROJECT NAME:
**PEI Crematorium
New Addition**

DRAWING NAME:
Cover

DATE: APRIL, 2023
JOB NO. ---
DRAWN: GREG S. CHAPPELL
SCALE: AS NOTED
DRAWING NO.

A-0

REVISION:
REV.



Inches: 0 1 2

STAMP:

PROJECT NAME:
PEI Crematorium New Addition

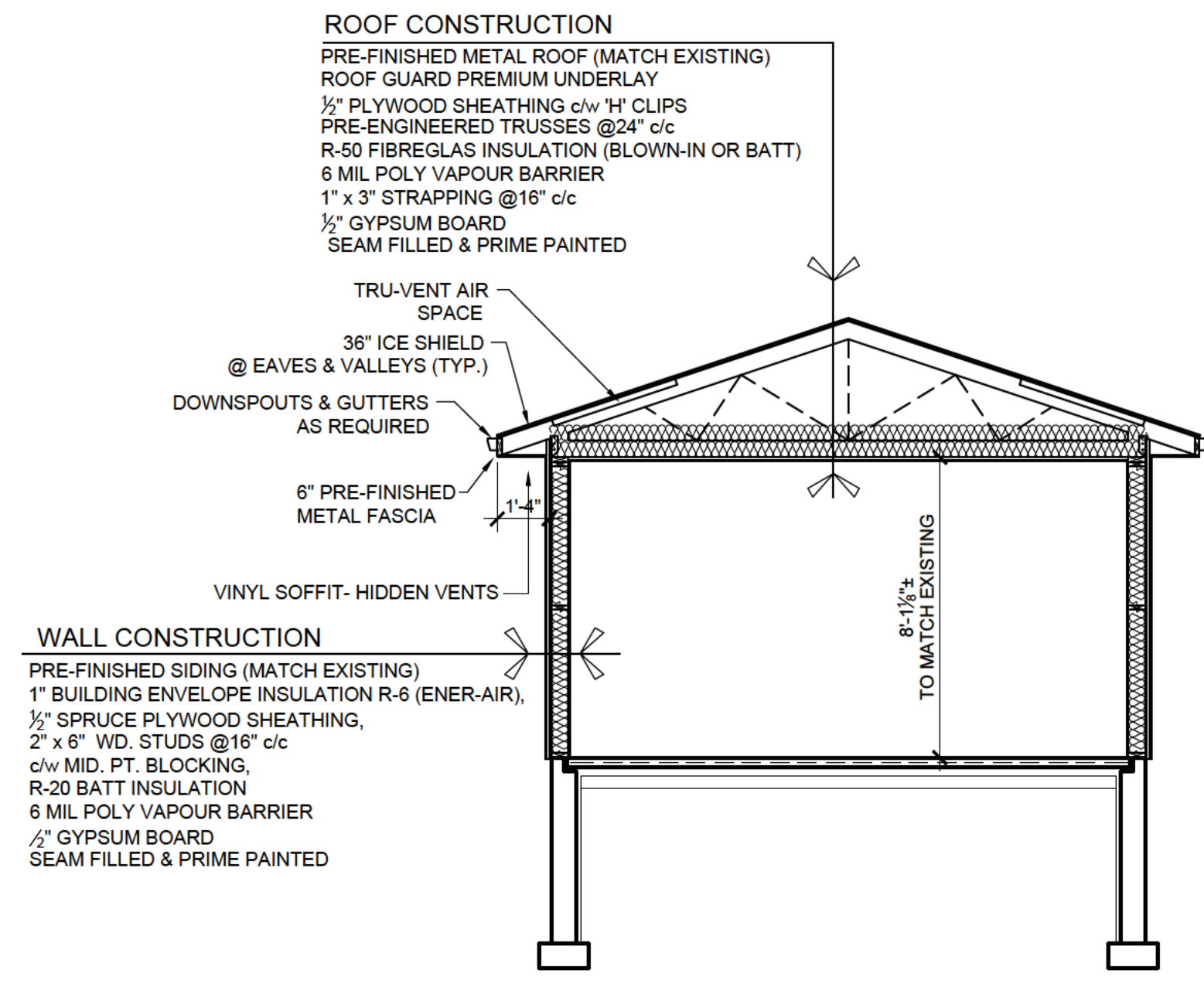
DRAWING NAME:
Floor Plan

No.	DATE	DESCRIPTION
01	MAY 15	REVISED PLAN

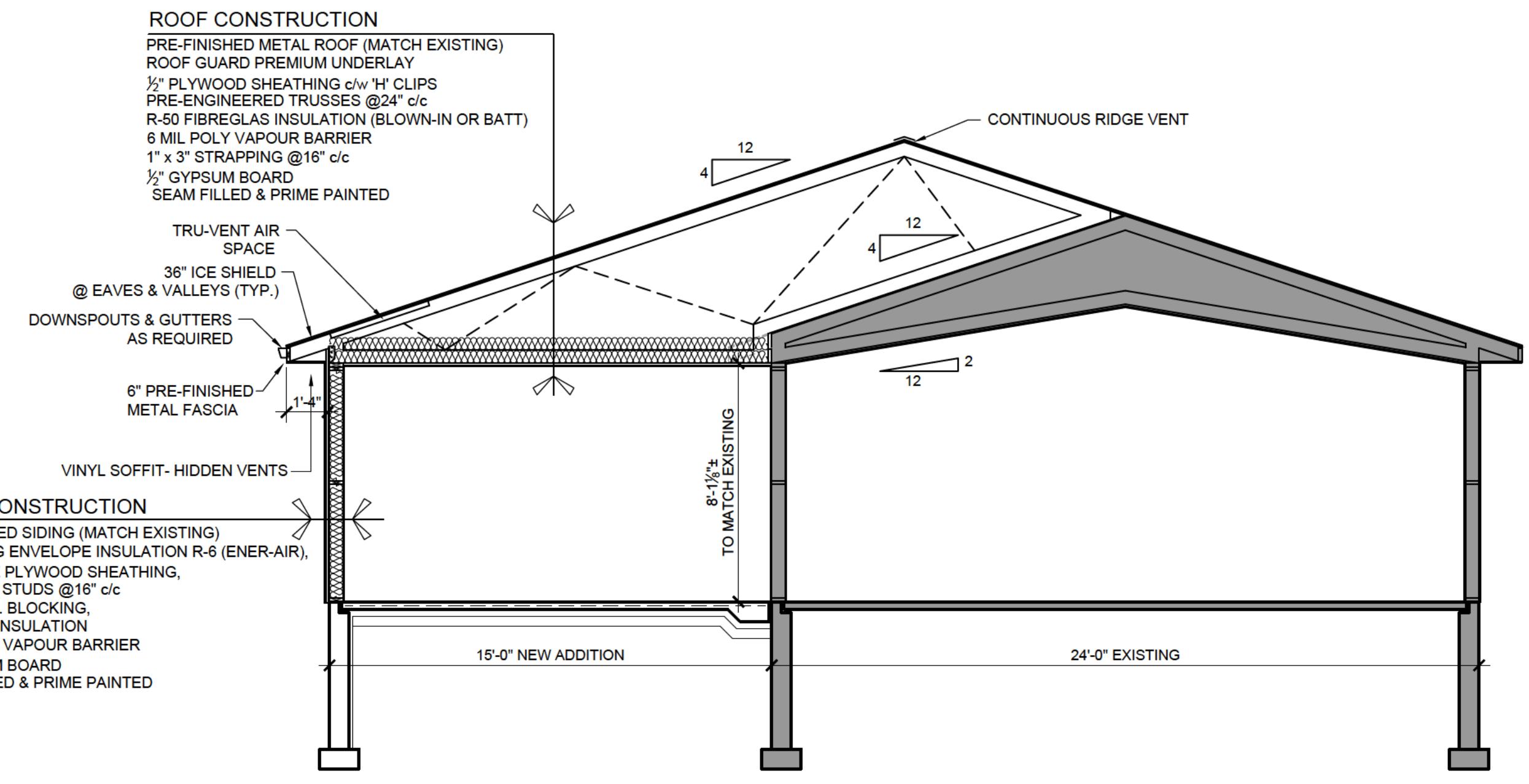
DATE: APRIL, 2023
JOB NO.:
DRAWN: GREG S. CHAPPELL
SCALE: AS NOTED
DRAWING NO. **A-1**

REVISION: REV. - 01

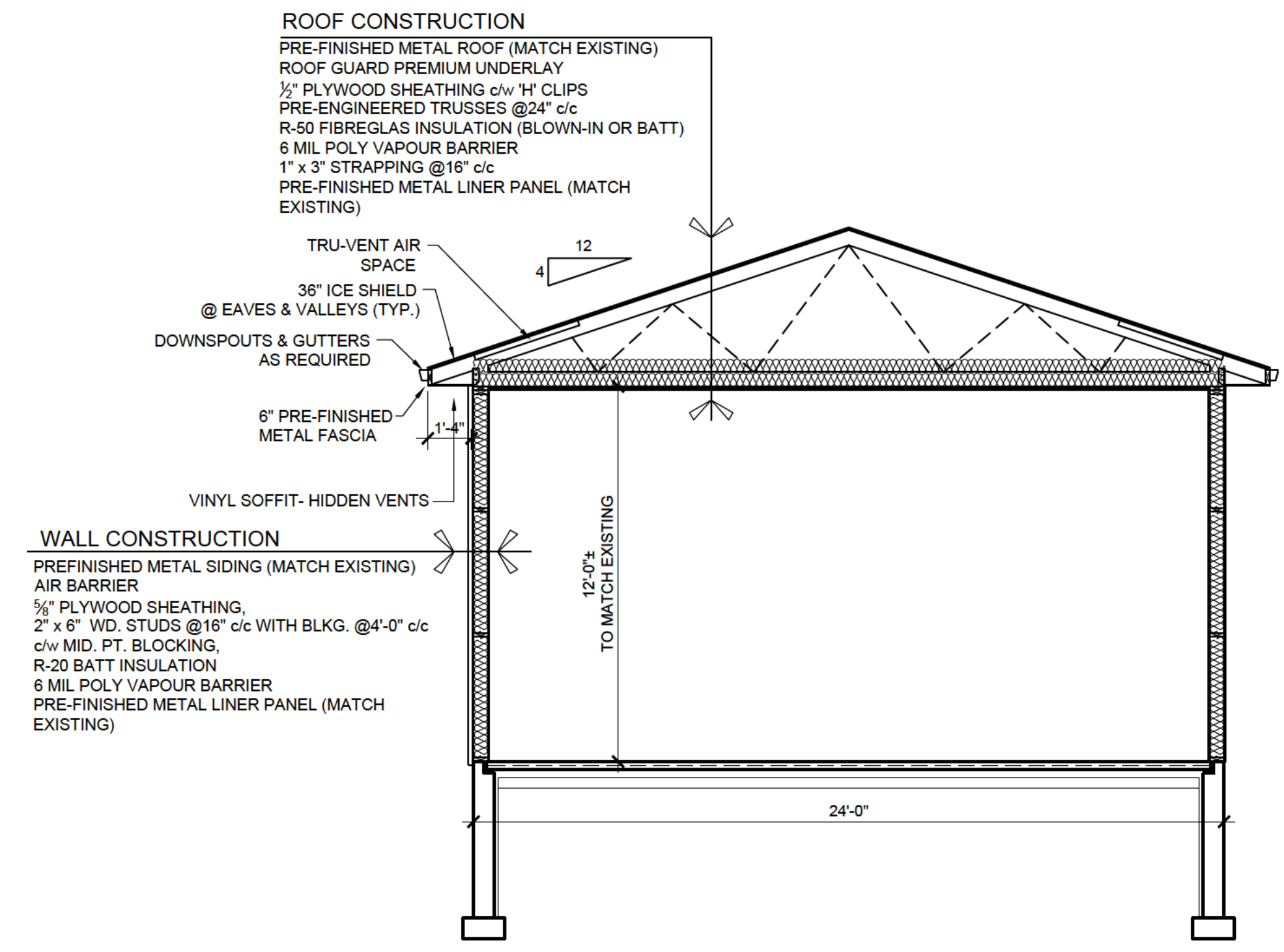
GSC DRAFTING & DESIGN
Quality Building Plans - Residential & Commercial
7 Gardner Road
St. Catharines, ON, L2R 6K7
905.946.9917
gregchappell@gsdinc.com
CIN-439



1 Section
SCALE: 1/2" = 1'-0"



2 Section
SCALE: 1/2" = 1'-0"



3 Section
SCALE: 1/2" = 1'-0"

STAMP:

GSC DRAFTING & DESIGN
Quality Building Plans - Residential & Commercial
7 Gardner Road
Stoughton, MA, 01976
gregchappell@gsdmd.com
C-114-13

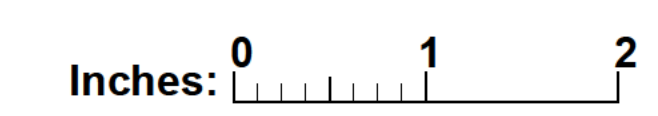
No.	DATE	DESCRIPTION

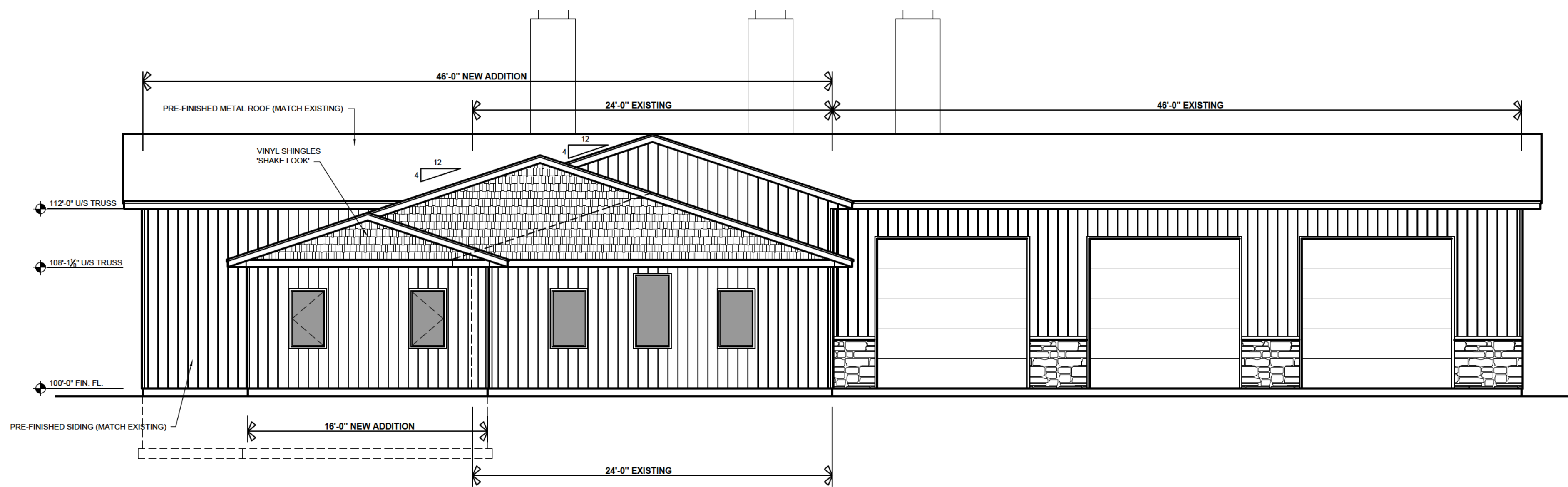
PROJECT NAME:
**PEI Crematorium
New Addition**

DRAWING NAME:
**Sections and
Details**

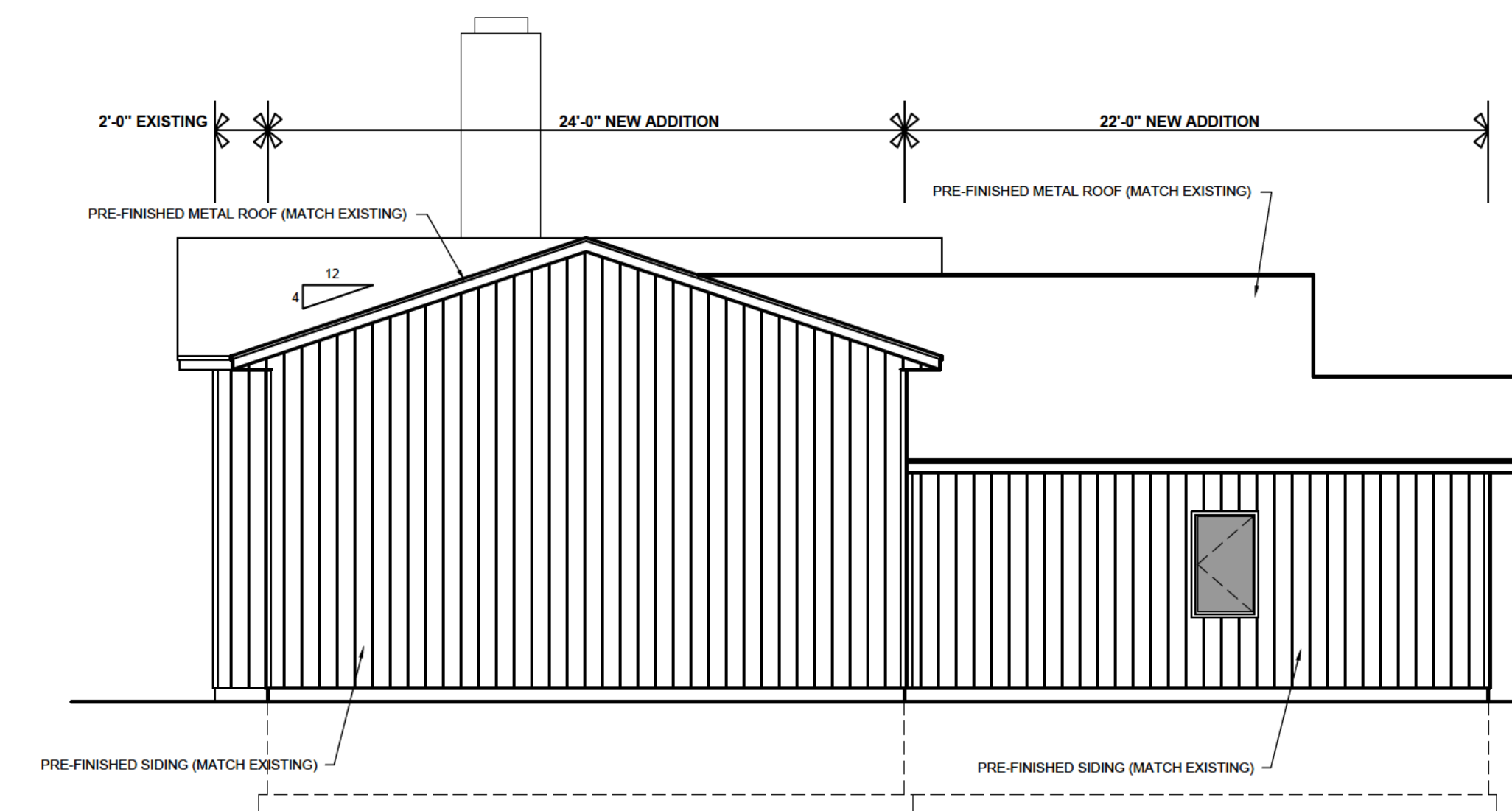
DATE: APRIL, 2023
JOB NO.:
DRAWN: GREG S. CHAPPELL
SCALE: AS NOTED
DRAWING NO.

A-2
REVISION:
REV.

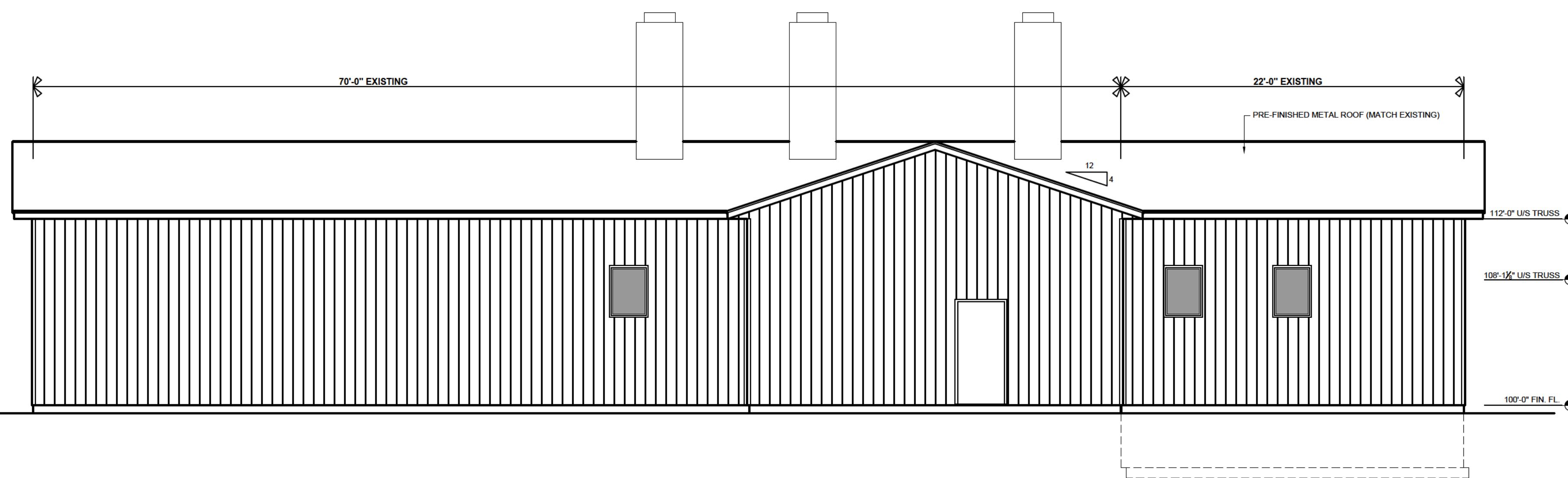




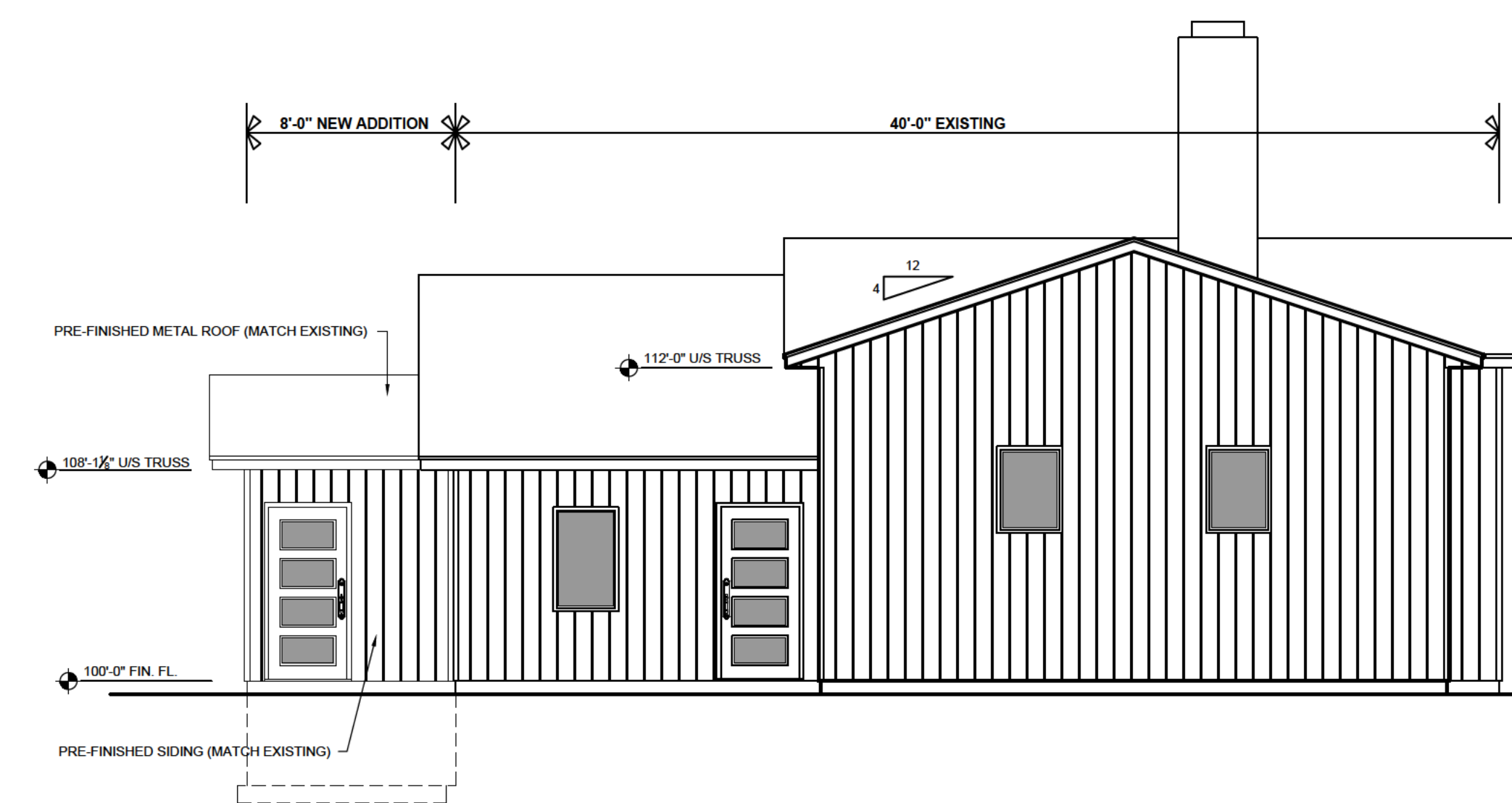
A Front Elevation
SCALE: 7/8" = 1'-0"



B Left Elevation
SCALE: 7/8" = 1'-0"



C Rear Elevation
SCALE: 7/8" = 1'-0"



D Right Elevation
SCALE: 7/8" = 1'-0"

Inches: 0 1 2

STAMP:

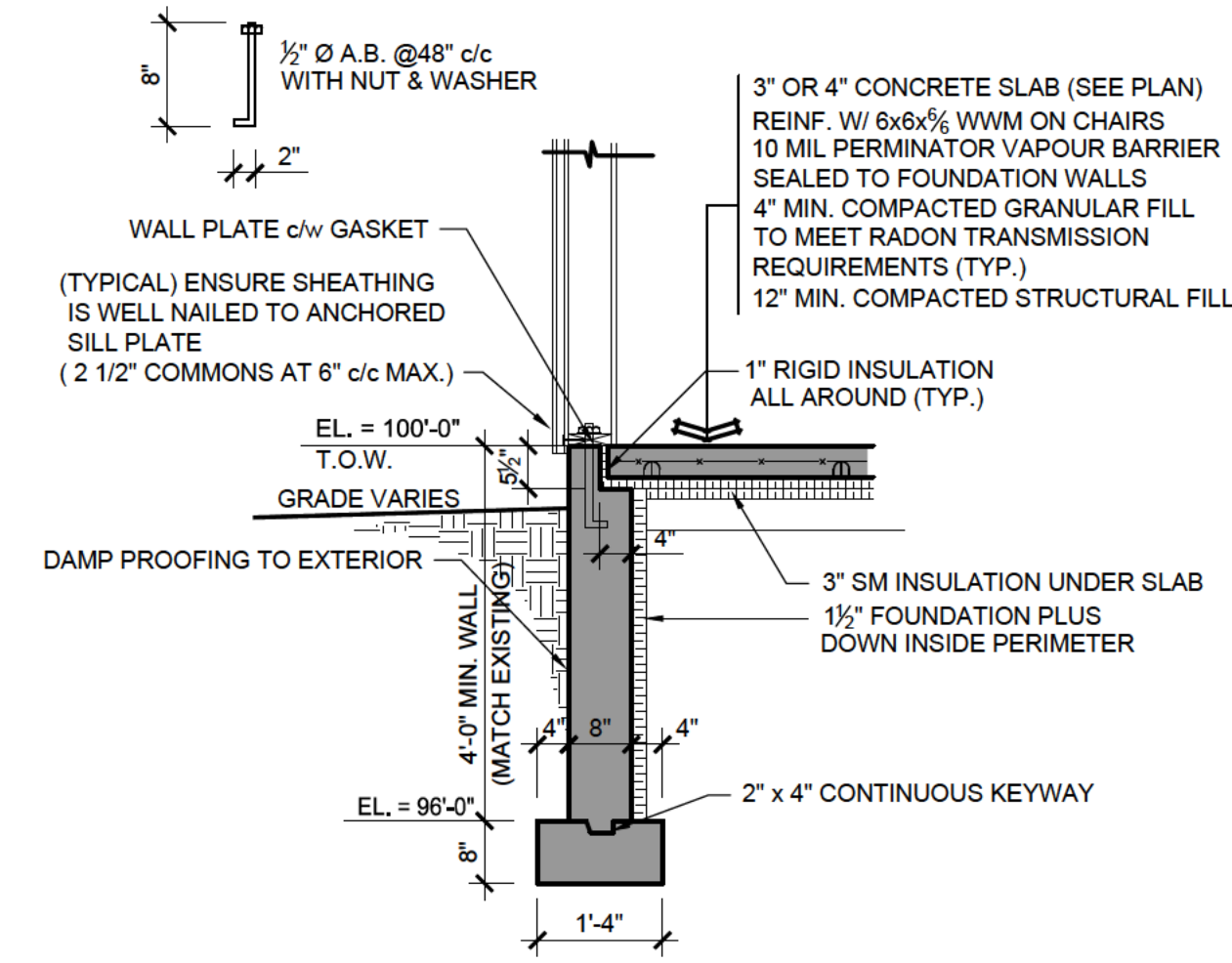
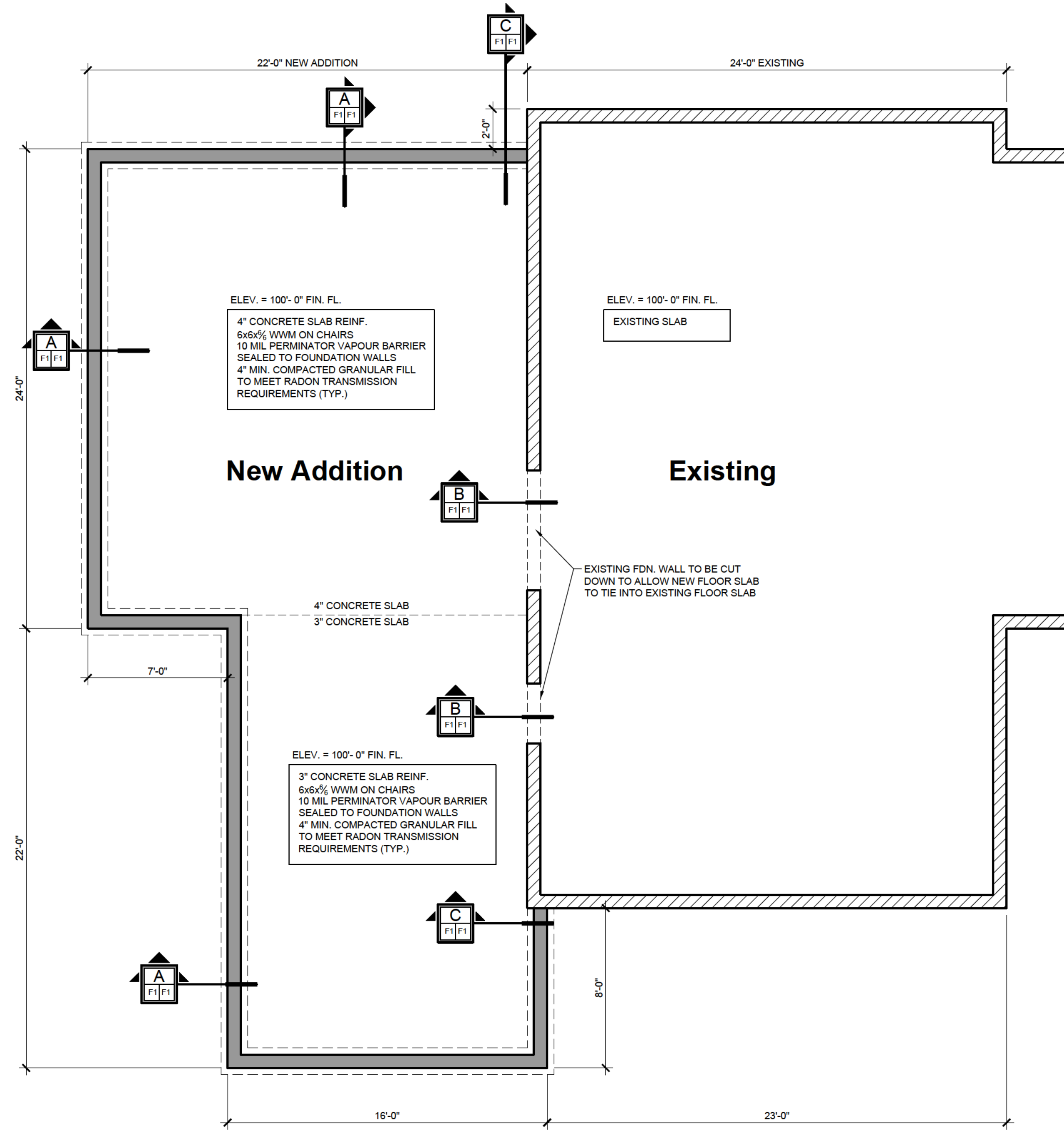
GSC DRAFTING & DESIGN
Quality Building Plans - Residential & Commercial
7 Gardner Road, Suite 201, PE
C-1N-4J9
gregchappell@gsdmd.com

No. DATE DESCRIPTION

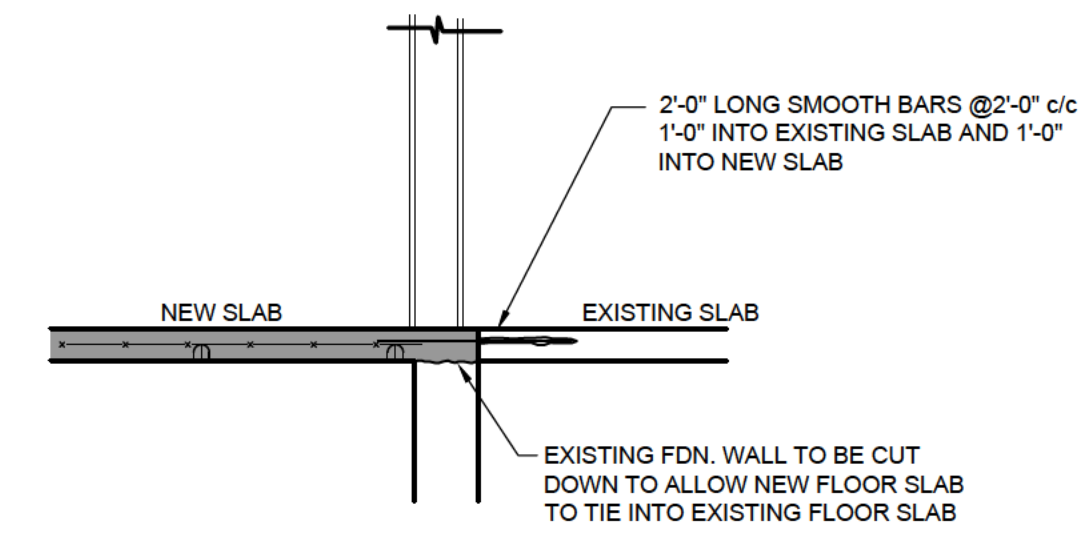
PROJECT NAME: **PEI Crematorium New Addition**
DRAWING NAME: **Exterior Elevations**

DATE: APRIL, 2023
JOB NO.:
DRAWN: GREG S. CHAPPELL
SCALE: AS NOTED
DRAWING NO.:

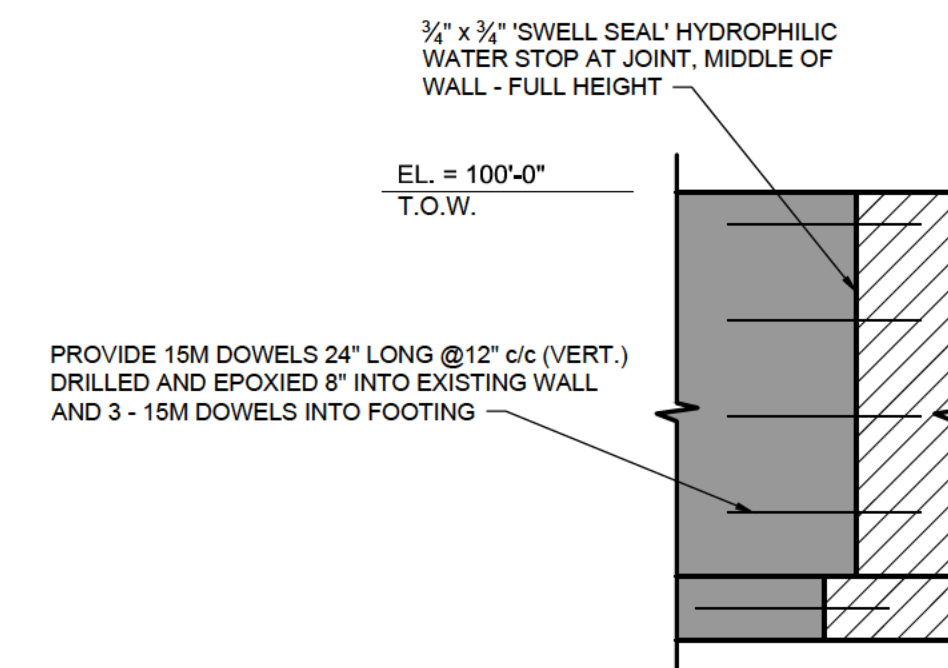
A-3
REVISION: REV.



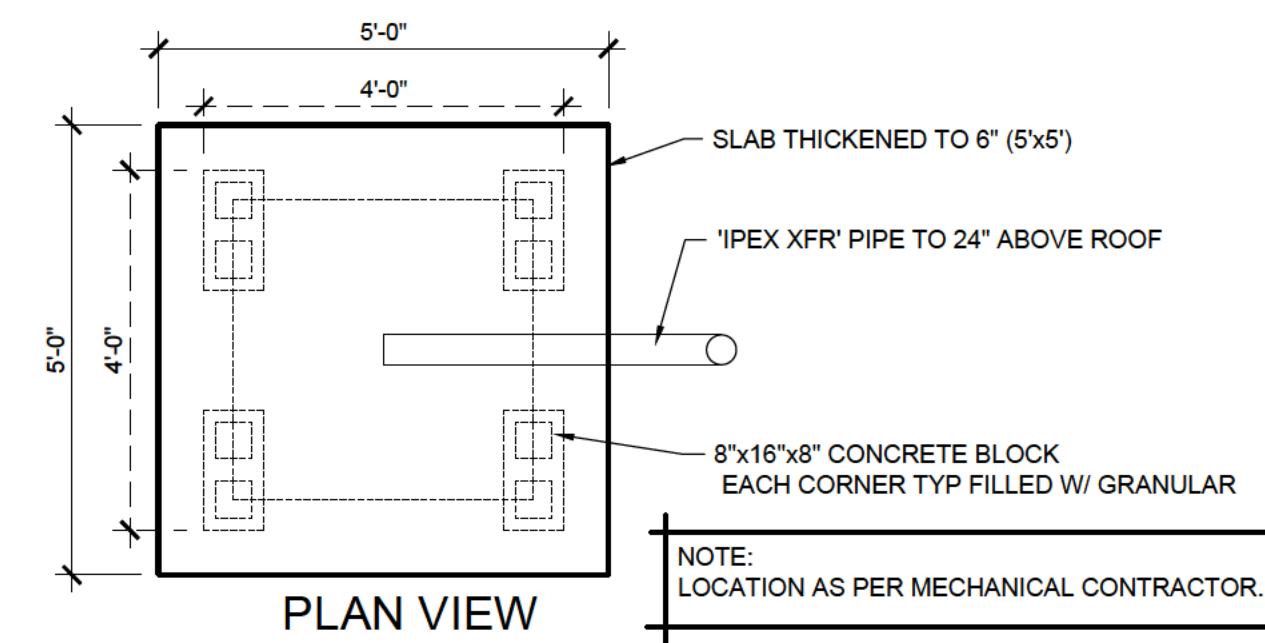
A Wall Detail
F1 F1 NOT TO SCALE



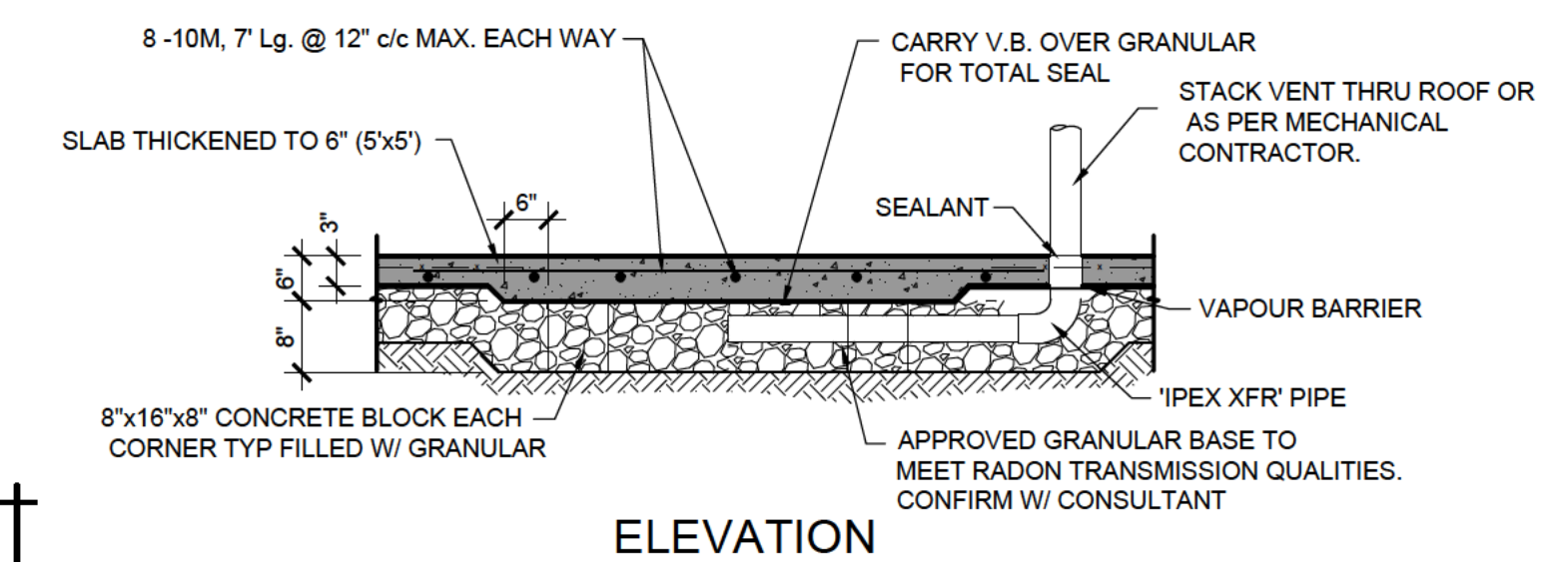
B Slab to Slab Detail
F1 F1 NOT TO SCALE



C Wall to Wall Detail
F1 F1 NOT TO SCALE



D Radon Suction Pit
F1 F1 NOT TO SCALE



ELEVATION

Inches: 0 1 2

STAMP:

GSC DRAFTING & DESIGN
Quality Building Plans - Residential & Commercial
7 Gardner Road, Suite 101, PE
St. Catharines, ON, L2R 6K7
905.946.9917
gsc@gsccad.com
CIN-439

No.	DATE	DESCRIPTION

PROJECT NAME:
**PEI Crematorium
New Addition**

DRAWING NAME:
**Foundation Plan
and Details**

DATE: APRIL, 2023

JOB NO. ---

DRAWN: GREG S. CHAPPELL

SCALE: AS NOTED

DRAWING NO.

F-1

REVISION:
REV.



Town of Kensington - Request for Decision

Date: June 9, 2023	Request for Decision No: 2023-33 (Office Use Only)
Topic: Revised Variance Request – Island Structural Systems	
Proposal Summary/Background: <p>A development permit application and variance request from Island Structural Systems was approved at a Special Meeting of Kensington Town Council on Tuesday, May 23, 2023, for the construction of a Structural Systems Manufacturing Shop located at 42 Darrach Drive – Lots #21-23, 21-22, 21-21, 21-20, and 21-19 within the new business park.</p> <p>Approval of the development permit application, including the required variance is listed as a condition of the sale of the properties.</p> <p>Attached to this Request for Decision is the development permit application, and a report from DV8 Consulting recommending approval of the required variance.</p>	
Benefits: <ul style="list-style-type: none">• N/A	
Disadvantages: <ul style="list-style-type: none">• N/A	
Discussion/Comments: <p>The 1.7m variance previously approved did not include the proposed canopy and posts at the front of the building and was based on the main wall of the structure.</p> <p>Town Council is being asked to rescind the previously approved variance and approve the amended variance request of 4.15 m (55.33%) to accommodate additional space at the rear of the property for vehicle circulation and the yard area which is to be located at the rear of the building. As the proposed lot is substantially wider than required and the front of the building is aligned with the fence line along the front of the property, the reduced frontage is not anticipated to cause any disruption to sight</p>	

lines or to impact setbacks on adjacent properties.

The variance application was reviewed against the Town's Development Control Bylaw and Official Plan by Town Staff in consultation with DV8 Consulting and is found to be in general compliance therewith and is being recommended for approval.

Options:

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

Costs/Required Resources:

N/A

Source of Funding:

N/A

Recommendation:

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

Resolution #1

BE IT RESOLVED THAT Town Council rescind the following resolution from the May 23, 2023, special meeting approving a 1.7 m variance request for Island Structural Systems:

WHEREAS an application has been received from the prospective owner of Lots #21-23, 21-22, 21-21, 21-20, and 21-19 within the new business park., (P/O PID No. 76406) for a variance on the front yard requirements for the property to facilitate the construction of their Structural System Manufacturing Shop;

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 Town Council approve a variance application from Island Structural Systems, being the prospective owner of Lots #21-23, 21-22, 21-21, 21-20, and 21-19 within the new business park., (P/O PID No. 76406) to reduce the side yard requirement from 7.5 m to 5.8 m on the northeast side of the lot.

Resolution #2

WHEREAS an application has been received from the prospective owner of Lots #21-23, 21-22, 21-21, 21-20, and 21-19 within the new business park., (P/O PID No. 76406) for a variance on the front yard requirements for the property to facilitate the construction of their Structural System Manufacturing Shop;

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 Town Council approve a variance application from Island Structural Systems, being the prospective owner of Lots #21-23, 21-22, 21-21, 21-20, and 21-19 within the new business park., (P/O PID No. 76406) to reduce the front yard requirement from 7.5 m to 3.35 m on the northeast side of the lot.

May 15, 2023

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

Re: Island Structural Systems Inc (PID 76406)

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 proposed development on Lots 21-19, 21-20, 21-21, 21-22, and 21-23 on Darrach Drive in the new industrial/business park (PID 76406). The applicant has proposed the consolidation of five lots for the development of a structural systems manufacturing plant. The Town of Kensington is the current owner of the properties in question, and the applicant has submitted the consolidation and development permit application as a condition of sale. The lots in question are currently zoned Industrial (M1) and a manufacturing and assembly plant is a permitted use in this zone.

The proposed site plan indicates that the property will be enclosed by a 6 ft chain-link fence, along the front and side of the property, and a 14 ft high wooden fence on the rear of the property adjacent to agricultural land use. The fence encloses the proposed outdoor storage and manufacturing space required by the facility. Outside of the fence is a proposed parking lot accommodating 42 parking spaces. The parking lot and assembly yard are each accessed via a 9.1 m (30 ft) wide entrance, separated by approximately 91.44 m (300 ft) of lot frontage. Neither entrance is within close proximity of the intersection of Darrach Dr and Five Lanes Drive. The proposed access will require approval from the province under the *Roads Act, Highway Access Regulations*.

Development within the M1 Zone is subject to the regulations of Section 13.4 as summarized below:

	Required	Proposed
<i>Lot Area</i>	1,350 sq m	15,022 sq m
<i>Frontage</i>	30 m	244 m
<i>Front Yard</i>	7.5 m	5.8 m (building wall) 3.35 m (front door canopy roof and posts)
<i>Rear Yard</i>	7.5 m	17.3 m
<i>Side Yard</i>	4.5 m	50 m / 132 m
<i>Maximum height</i>	10.5 m (34.4 ft)	One-storey manufacturing facility; the height was not provided

Based on the above table, the proposed development requires a **front yard variance** to accommodate additional space at the rear of the property for vehicle circulation and the “floor truss stacker” which is to be located at the rear of the building. As the proposed lot is substantially wider than required and the front of the building is aligned with the fence line along the front of the property, the reduced frontage is not anticipated to cause any disruption to sight lines or to impact setbacks on adjacent properties.

Drawings do not specify the height of the proposed structure, but the concept drawing shows that the proposed building is a single-storey manufacturing facility that should not exceed the maximum height permitted in the zone, 10.5 m (34.4 ft).

An 18.3m x 24.4m (60x80 ft) future building is also shown on the proposed site plan with setbacks of 3 m (10 ft) to the rear lot line and 4.6 m (15 ft) to the side lot line. The proposed rear yard setback is less than that required to treat this building as a second main building on a lot. As an accessory building, the minimum setback is 0.9 m (3 ft). The reduced setback is therefore permitted under the Bylaw but will still need to be reviewed as part of the Building Permit process to ensure it complies with the National Building Code requirements. **This building is otherwise not included in the current development permit application.**

The applicant has not yet submitted a stormwater management plan but has been in contact with the Town and Province to confirm requirements for stormwater management. The Province has indicated that the roads within the Kensington Business Park were designed with mountable curbs that were intended to allow surface water from the adjacent lots to sheet flow over the curb and be conveyed along the gutter to the nearest catch basin. So based on this, there would be no issue if the parking lot was designed in a way that would allow the surface water to sheet flow over the curb. However, if the parking lot is lower than the road or will result in the surface water being concentrated to a single discharge location, then it should be connected directly into the main storm sewer system.

The objectives of the Town’s Official Plan state that Council will actively direct industrial development in the Town to the industrial areas; promote a pleasant physical appearance of industrial uses; and support new industrial development which will create high-quality year-round employment in the Town. All of which are objectives that this development aligns with.

I recommend that the Council approve the proposed lot consolidation; a front yard setback variance to 5.8 m for the building wall and 3.35 m to accommodate a roof with posts over the front door; and the development permit for the main building – pending and receipt of a stormwater management plan that complies with the above description and approval of the driveway access by the PEI Department of Transportation and Infrastructure.

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

Best regards,



Hope Parnham, CSLA MCIP



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

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

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: _____ Property Tax Number (PID): _____
 Lot No.: _____ Subdivision Name _____ Current Zoning: _____
 Are there any existing structures on the property?: No Yes, please describe:

Land Purchased from _____ Year Purchased _____

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

2. Contact Information

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

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

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

3. Infrastructure Components

Water Supply Municipal Private Sewage System Municipal Private

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

4. Development Description

New Building Renovate Existing Addition Demolition Other _____

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

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

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

Detailed Project Description: _____

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

Projected Start Date: _____ Projected Date of Completion: _____

Please provide a diagram of proposed construction:

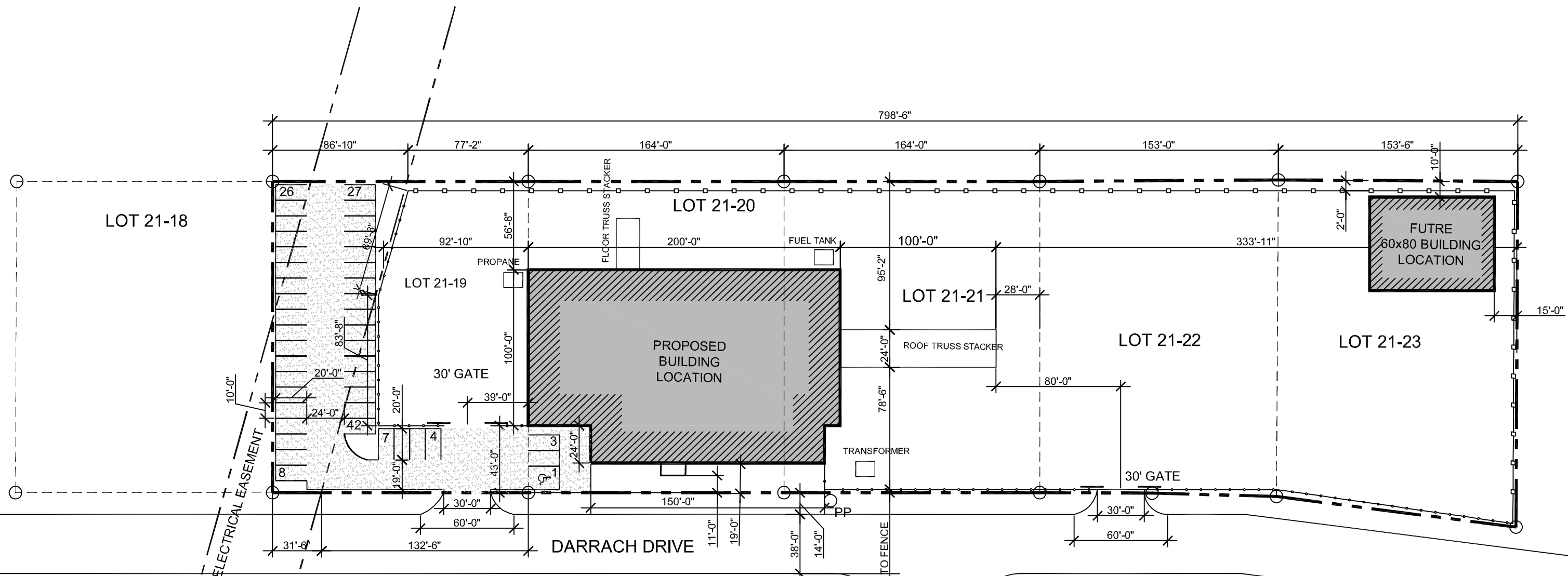
- a) Draw boundaries of your lot.
- b) Show existing and proposed buildings.
- c) Indicate the distance between buildings.
- d) Show location of driveway.
- e) Indicate distance to property lines.

I DO SOLEMNLY DECLARE & CERTIFY:

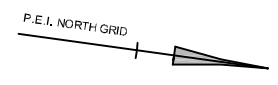
1. That I am the Authorized Agent of the Owner/the Owner named in the Application for a permit hereto attached.
2. That the information contained herein, the attached plans, and other included documents are true and complete and the development will be constructed or carried out in accordance with the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

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

Signature of Applicant Matthew Bowes Date: _____



- SYMBOL LEGEND:**
- 6'-0" HIGH CHAINLINK FENCE
 - 14'-0" HIGH 6X6 WOOD FENCING
 - POWER POLE



1 SITE PLAN
S1 SCALE: 1/64" = 1'-0"

NO.	DESCRIPTION	DATE:

Callbecks designs
 Callbecks Home Hardware Building Centre
 613 Water Street | Summerside, PEI | C1N 4H8
 t 902.436.1100 | f 902.888.2751 | e houseplans@callbeds.com

PROJECT: **PROPOSED MANUFACTURING FACILITY**
 Location To Be Determined
 City, PEI

DRAWING TITLE: **PLOT PLAN**

DATE: 5/03/2023	DWG NO.
SCALE: AS NOTED	S100
DRAWN BY: G. ROACH	
CHECKED BY: -	
FILE NO: 23-001	

Town of Kensington - Request for Decision

Date: June 9, 2023	Request for Decision No: 2023-34
Topic: Cycling Prince Edward Island's HopOn Schools and Community Program	
Proposal Summary/Background: <p>A request has been received from Kristie Carkner (Moase) of Cycling Prince Edward Island's HopOn Schools and Community Program for the Town to consider sponsoring a community program that includes 5 weeks of instruction for 6-16 year olds.</p> <p>HopOn is a games-based cycling program that teaches school-aged kids across Canada the joys of cycling safely. HopOn is a national campaign to align youth cycling programs across Canada under a common umbrella, delivered through Cycling Canada and Cycling PEI.</p> <p>Bikes and helmets can be provided for youth who require them and instructors will bring all other equipment needed to teach and challenge youth within the safety of their community.</p> <p>Attached to this request for decision are the initial ask from Kristie Carkner (Moase) of Cycling Prince Edward Island's HopOn Schools and Community Program and an email containing additional information on the program and Town requirements.</p>	
Benefits: <ul style="list-style-type: none">• Promotes active and safe cycling practices to youth in the community.	
Disadvantages: <ul style="list-style-type: none">• N/A	
Discussion/Comments: <p>It is recommended by staff that Town Council consider sponsoring Cycling Prince Edward Island's HopOn Schools and Community Program in the amount of \$1,000.00.</p>	

Options:

1. Sponsor the HopOn Schools and Community Program in the amount of \$1,000.00.
2. Sponsor the HopOn Schools and Community Program with an alternative amount.
3. Not sponsor the HopOn Schools and Community Program.
4. Refer the matter back to staff.

Costs/Required Resources:

\$1,000.00

Source of Funding:

General Government – Donations and Grants

Recommendation:

That Town Council consider and adopt the following motion:

THAT Kensington Town Council approves a Sponsorship for the Cycling Prince Edward Island's HopOn Schools and Community Program in the amount of \$1,000.00.



Hello Town of Kensington,

My name is Kristie Carkner (Moase) and I represent Cycling Prince Edward Island's HopOn Schools and Community Program.

HopOn is a games-based cycling program that teaches school-aged kids across Canada the joys of cycling safely. HopOn is a national campaign to align youth cycling programs across Canada under a common umbrella, delivered through Cycling Canada and Cycling PEI.

The community program includes 5 weeks of instruction for 6-16 year olds. Bikes and helmets can be provided and the instructors will bring all equipment required to teach and challenge youth within the safety of their community.

We are excited to bring this amazing opportunity to PEI and have been provided funding as we roll it out across the Island. The subsidized cost of the program for 2023 will be \$1000 and will include the following:

- 2 NCCP trained instructors for the duration of the 5 week program
- Participating youth can be provided a bike and helmet if needed, followed by a quick safety check of all equipment
- Youth will be led through skill building activities followed by games to consolidate their new skills, continuing to build on the learnings from previous classes

Other communities have chosen to offset the cost by charging participants a registration fee. If you choose to go this route, Cycling PEI will collect the fees and bill the town the remainder. This could also mean a surplus of funds which will be credited back to the town.

Please feel free to contact me to further discuss this opportunity and how we can bring it to your community! My phone number is [REDACTED] and my email address is hopon@cyclingpei.org.

Warm Regards,

Kristie Carkner (Moase)

Re: Cycling Information

Kristie Carkner <kristie.carkner@gmail.com>

Fri 5/26/2023 9:46 AM

To: kcaseley@kensington.ca <kcaseley@kensington.ca>

Hi Kim,

The program is awesome! I worked with it in British Columbia and now I'm introducing to the island.

To answer your questions:

1. We ask the town to help with advertising through social media channels.
2. Ideally sooner than later, but we're totally flexible. Although we have instructors that will lead a great program, I'd love to be part of some or all of the program and I leave for BC on July 19. I know most of the Kensington youth that would be eligible to participate!
3. 20 children per program is ideal but we could do 30 if I bring an additional instructor (10 riders per instructor). Or we could hold 2 programs- one after another. The cost would change as it would be 2 programs instead of 1, but definitely do-able.
4. The location could be the rink, either school, or I'm open to any other suggestions. Basically we'd need a big open grassy space and a bit of pavement on certain days.

Let me know if you have additional questions and I can probably make myself available on the bike rodeo day to advertise with our signage if the town decides to bring the program to Kensington!

Thanks,

Kristie

Sent from my iPhone

On May 26, 2023, at 9:10 AM, kcaseley@kensington.ca wrote:

Hi Kristie,

Thanks for sending this along - it looks like a great program!

We are wondering if you can provide a little more information on the following:

1. Other than the financial contributions - what additional support would the Town be required to provide?
2. What time frame would you be looking at hosting the 5-week program?
3. What is the maximum/minimum number of kids that can participate?
4. Where is the proposed location for the program to take place?

I would like to take this to Town Council for consideration at their next meeting on June 12. To ensure their decision is not delayed - please let me know of any additional information that you might have. We have our annual Kensington Police Service Bike Rodeo taking place on June 17 - and I see that event being an excellent opportunity to spread the word about this program if we can make it all happen!

Cheers,

Kimberley Caseley
Municipal Clerk
Town of Kensington
902-836-3781
www.kensington.ca
Connect with us on: [Facebook](#) and [Twitter](#)

From: Ashley Christie <achristie@kensington.ca>
Sent: Monday, May 15, 2023 9:15 AM
To: kcaseley@kensington.ca <kcaseley@kensington.ca>
Subject: FW: Cycling Information

From: Kristie Carkner <kristie.carkner@gmail.com>
Sent: Monday, May 15, 2023 1:16 AM
To: Ashley Christie <achristie@kensington.ca>
Subject: Re: Cycling Information

Hi Ashley,
I planned to send this sooner, but better late than never! Please see the attached letter for information on the HopOn program.
Thanks,
Kristie

On Thu, May 11, 2023 at 2:09 PM Ashley Christie <achristie@kensington.ca> wrote:

Hi Kristie,

As per what we spoke on over the phone, if you could send off whatever information you have on this program I will make sure it gets into the right hands and someone can contact you 😊

Thanks,

Ashley Christie
Administrative Assistant
Town of Kensington
902-836-3781

www.kensington.ca
Connect with us on: [Facebook](#) and [Twitter](#)

<HopOn PEI Community Letter .docx (1).pdf>



**Lt Col E W Johnstone, Branch No 9
Royal Canadian Legion
PO Box 182
30 Garden Drive
Kensington, PEI
C0B 1M0**

May 8, 2023

To: Mayor Caseley, CEO Jeff Baker, Town Councilors.

Royal Canadian Legion Kensington Branch #9 is formally requesting your consideration in re-zoning property we have on School Street from green space to residential multi-unit low-income housing.

Sincerely,

A handwritten signature in blue ink, which appears to read 'David Doucette', is written over the printed name.

**President David Doucette
Branch #9**

kids talk

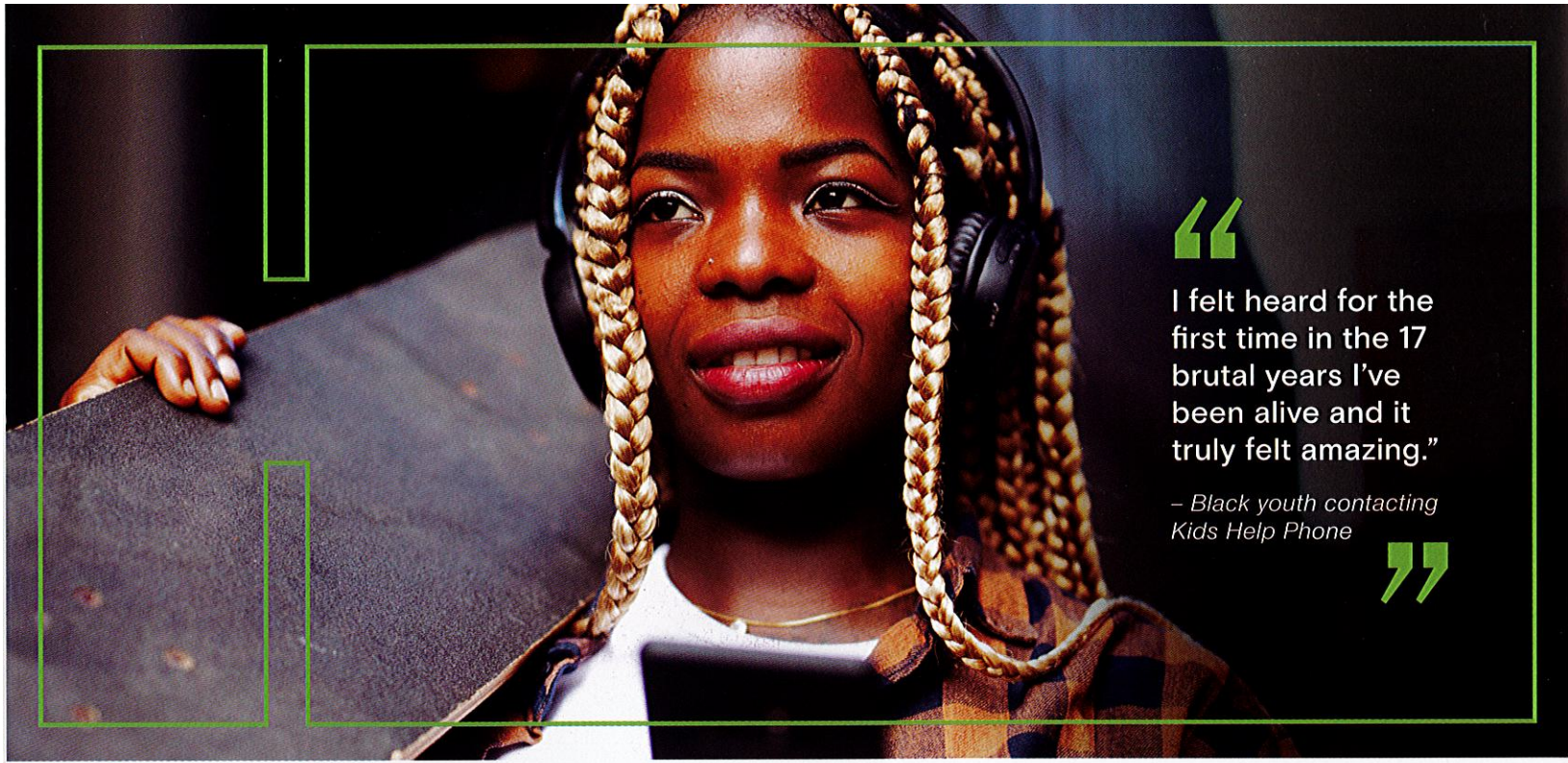
No challenge too big, no feeling too small

How your support of the **Feel Out Loud** campaign is advancing equity for youth coast to coast to coast | p2

Tailored supports
for 2SLGBTQ+
youth | p3

The importance
of Crisis
Responders | p3

Meet a fellow donor
making a monthly
impact | p4



“

I felt heard for the first time in the 17 brutal years I've been alive and it truly felt amazing.”

– Black youth contacting Kids Help Phone

”

You're giving young people the chance to Feel Out Loud

No young person should go without mental health supports because of the way they identify, where they live, or who they are. But the unfortunate truth is inequality exists when it comes to health care in this country.

That's why at Kids Help Phone, hope is always available: for all youth, from all places. Whether it's a scream or a whisper, KHP is there.

Kids Help Phone (KHP) is proud to launch our Feel Out Loud campaign, the largest movement for youth mental health in Canadian history. **Your support is helping us work towards an innovative, inclusive, and equitable future so no young person in our country is left behind.** Whether someone lives in a remote community or a bustling city, whether they're been in Canada their whole life or for a

few months, all youth need and deserve safe, compassionate, and culturally-responsive mental health supports.

A key goal of KHP's Feel Out Loud campaign is an ambitious \$35 million fundraising target to advance equity for all youth in Canada. With your help, we can continue radically innovating with world-leading technology to create services and programs where equity-deserving groups can feel seen, heard and safe.

Your gift will help break down barriers to mental health equity through programs like:

- **Finding Hope:** KHP's Action Plan which guides our work to remove obstacles to well-being for Indigenous young people.
- **RiseUp:** Canada's first national, 24/7, bilingual e-mental health support service for Black, African, Caribbean and Afro-diaspora youth.
- **Plus,** increased access and support for newcomers, and advancements to Inclusion, Diversity, Equity and Accessibility (IDEA) in everything we do to ensure our services are accessible to all youth.

We look forward to updating you about the Feel Out Loud campaign.

Thank you for being part of the movement for youth mental health.

Celebrating our Crisis Responders

Did you know messages to Kids Help Phone's Crisis Text Line are answered by trained, volunteer crisis responders? As we mark National Volunteer Week April 19-23, KHP extends a sincere thank you to the incredible people who so generously give their time to support youth!



My crisis responder reminded me that I deserve self-care and I'm worthy of being alive and on this earth! Thank you so much for doing this work. It means a lot.

– Kids Help Phone texter



Unlocking hope so 2SLGBTQ+ youth can thrive

Over 40% of young people contacting Kids Help Phone identify as 2SLGBTQ+ (Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer or Questioning and additional sexual orientations and gender identities). **In 2021, the number of self-identified**

2SLGBTQ+ youth texting KHP increased by 159% compared to the year before.

Many of these young people need to be reminded they're not alone – no matter how isolated they might feel in their communities. That's why having a free, 24/7, bilingual e-mental health service where 2SLGBTQ+ youth feel safe and understood is so important. **The generosity of donors like you ensures**

2SLGBTQ+ youth can find support without obstacles.

In addition to our phone, chat, and text services, KHP offers a wide range of online resources. Posts tagged with 2SLGBTQ+ subject matter on our website have been accessed nearly 200,000 times since 2021.

These articles cover topics such as worries about being treated differently, how to know if you're ready to come out, and the kinds of reactions young people might expect to receive from friends and family members. They also provide tips for better supporting youth navigating their journey of self-discovery.

KHP's 2SLGBTQ+ content is seeing a 2X increase in visitors year over year. These articles aren't just being accessed by youth – they're helping to inform and equip caring adults, too.

Together, we're helping 2SLGBTQ+ young people feel seen, heard.

by the numbers



THE COMMITMENT



THE IMPACT

36 hours
of training

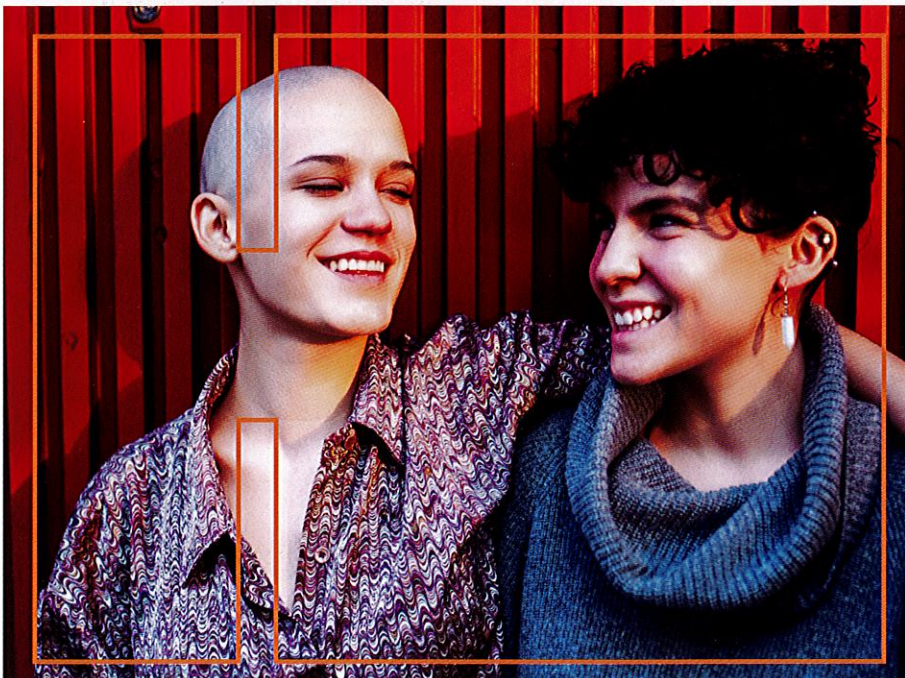
782,000+
text interactions to date

4 hours
minimum volunteered
each week

34.3M+
messages received

1 year
minimum volunteer
pledge

81%
of texters report
feeling less upset





**Help kids in
Canada thrive
every day of
the year.**

**Meet a fellow donor making a
monthly impact.**

Why do I donate to Kids Help Phone? It's quite simple. I believe so strongly in the work we do and I have seen the need on the line, firsthand. This is the phone number I have given to my kids to reach out to if they ever need it.

What KHP offers is unique and provides access to high quality mental health support to any young person who needs it. That is really something special to be a part of. The passion and belief in what we do has pushed me not only to build my career here but also to support KHP financially.

- Diana M, Kids Help Phone Donor

**Kids Help Phone depends on
donor support to bring mental
health resources to youth
in distress.**

If you haven't already, we invite you to consider joining our *Always There* family of monthly donors, and committing to a recurring gift each month! Visit kidshelpphone.ca/donate or contact:

Robyn Hodgson (she/her)

Coordinator, Donor Services
416-586-5437 ext. 8338
Robyn.hodgson@kidshelpphone.ca

Get in touch



kidshelpphone.ca
donorrelations@kidshelpphone.ca
Donation Line: 1-800-268-3062

Follow us @kidshelpphone



May 19, 2023

Town of Kensington
PO Box 418
Kensington PE COB 1M0

**You're helping youth
of all identities get the
mental health support
they deserve.**

Dear Friends,

Have you ever felt like someone truly *got you*?

It's a feeling that's comfortable in some ways, like a warm hug of reassurance that you're not alone... Yet it's also exhilarating. Suddenly, the world seemed filled with the opportunity of good things to come.

Every young person should get to experience that: the special gift of feeling seen, heard, and safe. **But not everyone is afforded the same chances. That's where Kids Help Phone – and you – come in.**

Your support ensures young people always have a place for their feelings to go – no matter the colour of their skin, where they live, or who they love.

As Manager of Black Youth Initiatives here at Kids Help Phone, I've seen first-hand what a difference support that recognizes and addresses the unique mental health service gaps Black youth may experience can make.

In 2021, donors like you helped launch *RiseUp*: an e-mental health service specifically for Black youth, designed and developed in collaboration with people and organizations from across the Afro-diaspora. **Text conversations between Black youth and KHP have since increased by an incredible 42% – just one example of the difference your generosity makes.**

You can read more about how you're helping break down barriers to youth mental health supports in the newsletter I've enclosed along with this note. In this issue, we're sharing more about KHP's exciting new Feel Out Loud campaign and your role in advancing mental health equity for young people coast to coast to coast.

It's because of you that young people of all identities can find support without obstacles 24/7, in the ways that make sense for them. **Would you consider increasing your monthly Kids Help Phone contribution today so more youth can feel seen, heard, and valued for who they are?**

After all, you never know when a conversation can change, or even save, a life. The feedback we hear from young people who reach out to Kids Help Phone is both heartwarming and heartbreaking – a reminder of why the Feel Out Loud movement for youth mental health is so very important.

"I thought this morning would be my last morning. You reminded me that I am not alone, but most importantly that I am so strong for dealing with my struggles alone for so long. You reminded me that there are so many helpful resources, and it won't hurt to reach out when I need to. Thank you for giving me hope."

– Black youth who texted Kids Help Phone

You can spark hope for youth whose mental wellness has previously been overlooked... Or systemically ignored.

By offering young people more ways to reach out, and the reassurance of culturally-informed mental health supports, we can ensure no one has to struggle in silence.

Thank you once again for your generosity.

Sincerely,



Barbara Chiamaka Ukwuegbu
Manager, Black Youth Initiatives
Kids Help Phone

P.S. Please consider making another gift to Kids Help Phone today! Together, we can show *every* young person in Canada that their wellbeing matters.

Town of Kensington
PO Box 418
Kensington PE COB 1M0




YES! I will help more youth in Canada access support without obstacles.

\$ _____

23DM-SM1 M 12375599

Donation Options

I've enclosed a cheque made payable to Kids Help Phone. **OR**

Please charge my credit card:   

Card No. _____ Expiry Date _____

Cardholder's Name _____

Signature _____ Telephone _____

Email _____

All donations of \$20 or more will be automatically receipted. Others upon request.

- Request receipt for gifts under \$20
- Send my receipt by email

YES! I would like to upgrade my gift to the Always There Monthly Giving Program. Please upgrade my current monthly gift by:

\$3 \$5 \$7 Other \$ _____

23DM-SM1 M 12375599

Donation Options

If you want to change your way of giving, please fill out the form below.

I authorize Kids Help Phone to deduct the amount indicated from my bank account or credit card on the 15th of each month to help continue to provide caring, professional support to kids in Canada.

I've enclosed a blank cheque marked VOID. **OR**

I prefer to charge my monthly donation to:

Card No. _____ Expiry Date _____

Cardholder's Name _____

Signature _____ Telephone _____

Email _____

All monthly donors will receive one cumulative tax receipt per year.

Send my receipt by email

In an effort to be there for more kids, we trade our mailing list with other reputable charities. If you would not like your name and address to be shared, please check the box.

I have included Kids Help Phone in my will.

Please send me more information about how to include Kids Help Phone in my will.



An Organization You Can Trust

Kids Help Phone has been accredited since 2013 by Imagine Canada's Standards Program for excellence in nonprofit accountability, transparency, governance, fundraising, and staff and volunteer management. The Standards Program Trustmark is a mark of Imagine Canada used under licence by Kids Help Phone.



Kensington North Watersheds Association Ltd.
25A Garden Dr
PO Box 187
Kensington, PE COB 1M0

CORRES Pardon ce

2023-05-17

Mayor Rowan Caseley
Town of Kensington
55 Victoria St. E
Kensington, PE COB 1M0

Dear Rowan,

I must apologise for the lateness of my response. We received your letter and were happy with your report on the activities that we requested.

We appreciate the support of the Town of Kensington and look forward to continuing cooperation.

Best regards,

Amos Champion
President, KNWA



PEI CRIME STOPPERS
1-800-222-TIPS (8477)

P.O. Box 2708
Charlottetown, PE
C1A 8C3

May 20, 2023

Mayor Rowan Caseley
Town of Kensington
55 Victoria Street E
Kensington, PE C0B 1M0

Support of PEI Crime Stoppers - 2023

Dear Mayor Caseley,

I want to thank the Town of Kensington on behalf of our volunteer board of directors for your recent financial support of PEI Crime Stoppers in the amount of \$300.00. The Crime Stoppers program has been successful on PEI due in large part to the strong ties and partnerships that have been developed over the years and the strong sense of community that exists in PEI.

Your support emulates that spirit of community and partnership and is much appreciated. It will help to make PEI and the Town of Kensington a safer place to live, learn and conduct business.

Together we are making a difference!

Respectfully,

Don Rodd
Provincial Coordinator
PEI Crime Stoppers