



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

***Monday, March 27, 2023 @ 6:30 PM***

*55 Victoria Street*

*Kensington, PEI*

*COB 1M0*

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

**Town of Kensington  
Special Meeting of Town Council  
Monday, March 27, 2023 – 6:30 PM**

- 1. Call to Order/Land Acknowledgement**
- 2. Adoption of Agenda**
- 3. Declaration of Conflict of Interest**
- 4. New Business**
  - 4.1 Request for Decisions**
    - 4.1.1 RFD2023-13 - 2023-24 Town of Kensington Financial Plan
    - 4.1.2 RFD2023-14 - 2023-24 Town of Kensington Property Taxation Rates
    - 4.1.3 RFD2023-15 - 2023-24 Town of Kensington and Water and Sewer Utility Operating Lines of Credit
- 5. Adjournment**

## Town of Kensington - Request for Decision

<b>Date:</b> March 23, 2023	<b>Request for Decision No:</b> 2023-13
<b>Topic:</b> 2023/24 Town of Kensington Financial Plan	
<b>Proposal Summary/Background:</b>  Section 150(1) of the Municipal Government Act states that a council shall on or before March 31 <sup>st</sup> in each year, adopt by resolution a financial plan for the upcoming fiscal year.  The financial plan shall contain:  (a) An operating budget that includes estimates of the amount of money required for expenditures and to be received as revenue;  (b) A capital budget; and  (c) A five-year capital expenditure program that includes an asset management (AM) plan.	
<b>Benefits:</b>  <ul style="list-style-type: none"><li>• None noted.</li></ul>	
<b>Disadvantages:</b>  <ul style="list-style-type: none"><li>• None noted.</li></ul>	
<b>Discussion/Comments:</b>  The draft 2023/24 operational and capital budgets, as well as a proposed 5-year capital plan (Financial Plan) are being presented in final draft form for consideration. A copy of the proposed 2023/24 Financial Plan is circulated with this RFD.  The proposed capital budget for the 2023/24 fiscal year includes capital purchases proposed for the	

upcoming fiscal year and includes the following revenue sources: transfer from operations (Municipal Funding), the Federal Gas Tax Program, Provincial/Federal Infrastructure Programs, and long-term borrowing.

The 5-year Capital Plan contains budget estimates based on identified needs over the next five years. The projects are generally based on the priorities as enunciated in the Town's 5-year strategic plan.

The attached final 'draft' budget projects a consolidated surplus position for fiscal year 2023/24 of \$2,305 which includes a deficit of \$-26,665 in the Water and Sewer Utility, a surplus of \$55,528 in Town operations, a balanced budget in the Fire Department and a deficit in the Credit Union Centre operation of \$26,558.

Every effort is being made by staff and Council to hold property taxes at their current levels and to offset increases in expenditures by gaining efficiency and through growth in property assessment revenues.

All municipalities across the Island are facing the same challenges as the Town of Kensington; constantly being asked to do more, with less. Frozen assessments and no increases to property tax credits from the Province in the previous fiscal year has made it increasingly difficult to deliver the services that our residents and business owners require and deserve. To deliver current services while planning to meet the long-term needs of our community, it is imperative that we work with the Province to negotiate a long-term funding agreement that allows the Town to operate in a more sustainable fashion.

With increased demands and high inflation, the Town requires additional revenue to cover the cost of delivering services to our residents and business owners. We must continue to lobby the Province of Prince Edward Island to reduce its property tax rates inside municipalities to enable us to increase our tax rates without adding to the tax burden of our residents and business owners.

Property taxation rates for 2023/24 are proposed to remain unchanged at \$0.55/per \$100 of assessed value for non-commercial properties and \$1.30 per \$100 of assessment for Commercial properties.

The 2022/23 Water and Sewer Utility rates will see an increase (effective January 1, 2023) based on the 5-year rates approved by the Island Regulatory Appeals Commission in 2021. Even with the approved gradual annual rate increases for water and sewer utility operations, the increases we are

experiencing in operating costs may require that we reassess whether to re-apply this year for a larger increase than what was originally approved in 2021. We continue to incur deficits and if it were not for the projected revenue from business park lot sales, we would not have sufficient revenue from the town operations to make up the shortfall in the water and sewer utility.

Fire dues from the Town of Kensington to the Kensington Fire Department were doubled to \$87,360 for 2023/24 and increased by \$51,932 to the Fire District. Fire dues to the Rural Municipality of Malpeque remain unchanged for 2023/24.

The Credit Union Centre ice rental rates have been increased by \$10/hour for primetime and minor sport. Rates for non-primetime and birthday rentals have been increased by \$5/hour.

**Options:**

1. Approve the 2023/24 Financial Plan as recommended.
2. Not approve the 2023/24 Financial Plan.
3. Refer the Financial Plan back to staff for further deliberation.

**Costs/Required Resources:**

N/A

**Source of Funding**

N/A

**Recommendation:**

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

*WHEREAS Section 150(1) of the Municipal Government Act, R.S.P.E.I. 1988, Cap. M-12.1. requires a council to, on or before March 31 in each year, to adopt by resolution a financial plan for the upcoming fiscal year;*

*BE IT RESOLVED that Town Council approve the Town of Kensington 2023/24 Financial Plan with operational revenue estimates projected at \$4,155,234 and operational expenditure estimates projected at \$4,152,929.*

***BE IT FURTHER RESOLVED that Town Council approve the 2023/24 Capital Expenditure Plan and the 2023 – 2028, 5 Year Capital Expenditure Plan, as presented.***

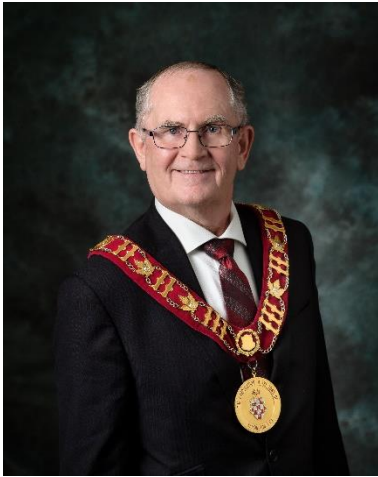


# 2023/24 Financial Plan

Town of Kensington  
P.O. Box 418  
Kensington, PE  
C0B 1M0

*Incorporated 1914*

## Kensington Town Council



Mayor Rowan Caseley



Deputy Mayor Jeff Spencer



Councillor Ivan Gallant



Councillor Rodney Mann

To Be Added



Councillor Bonnie MacRae



Councillor Wade Toombs

Councillor Tyler Doucette



## **Background Financial Information**

### **2023/24 Property Tax Rates (per \$100.00 of Assessed Value):**

Municipal Non-Commercial \$0.55	Provincial Non-Commercial \$1.50
Municipal Commercial \$1.30	Provincial Commercial \$1.50

\*\*Provincial Property Tax rate may be subject to \$0.50 Credit\*\*

### **2023 Water and Sewer Rates** **(Effective Jan 1, 2023)**

#### **Sewer**

Unmetred	\$387.00 per year
Metred	\$296.75 plus \$3.11 per thousand gallons

#### **Water**

Unmetred	\$282 per year
Metred	\$237.50 plus \$1.56 per thousand gallons

### **2023/24 Assessment Information**

2023/24 Non-Commercial Assessment Value \$100,433,710

2023/24 Commercial Assessment Value \$13,667,820

### **2023/24 Fund Summaries**

2023/24 Provincial Equalization \$423,365

2023/24 Property Tax & Tax Credit (Estimated) \$987,144

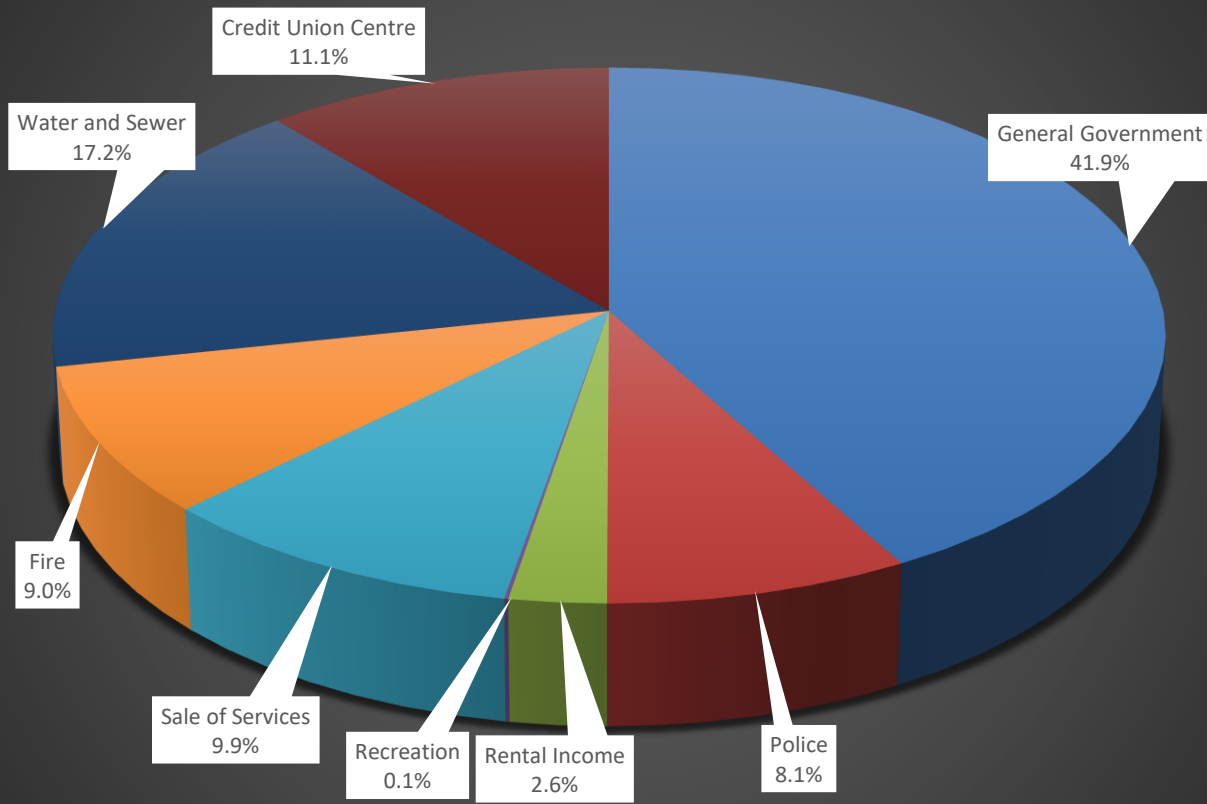
2023/24 Estimated Operational Revenue \$3,439,779

2023/24 Estimated Operational Expenditures \$3,410,809

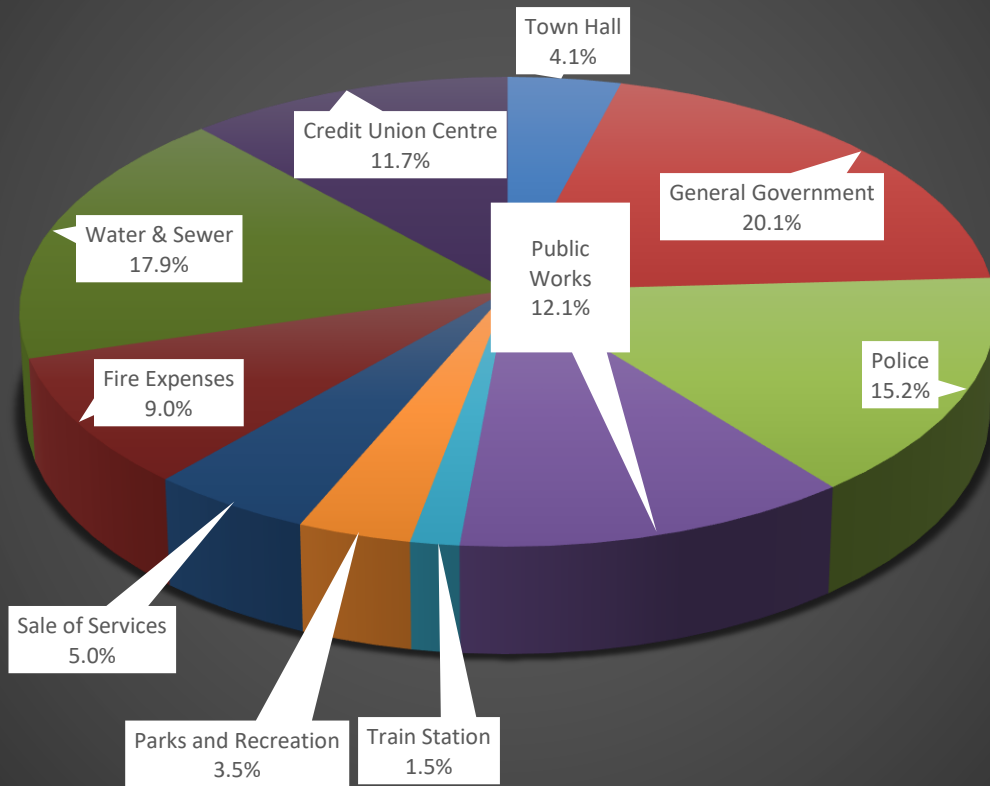
2023/24 Estimated Water and Sewer Revenue \$715,455

2023/24 Estimated Water and Sewer Expenditures \$742,120

### Town of Kensington Revenue Estimates by Category



## Town of Kensington Expenditure Estimates by Category



## Revenue and Expenditure Summary

	2023/24
<b>Revenue</b>	
General Government	\$ 1,742,253
Police	\$ 337,350
Rental Revenue	\$ 107,720
Recreation & Pool Revenue	\$ 4,500
Sale of Services	\$ 412,700
Fire Revenue	\$ 374,456
Credit Union Centre	\$ 460,800
Water and Sewer	\$ 715,455
<b>Total Revenue all Sources</b>	<b>\$ 4,155,234</b>
<b>Expenditures</b>	
Town Hall	\$ 169,476
General Government	\$ 832,809
Police	\$ 631,426
Public Works	\$ 502,265
Train Station	\$ 62,080
Recreation	\$ 143,975
Sale of Services	\$ 206,964
Fire Department	\$ 374,456
Credit Union Centre	\$ 487,358
Water and Sewer	\$ 742,120
<b>Total Expenditures</b>	<b>\$ 4,152,929</b>
<b>Net Revenue/Expenditure</b>	<b>\$ 2,035</b>

## Town Hall: 2023/24 Budget Estimates

	2023/24
<b>Expenditures</b>	
Depreciation	\$ 49,020
Property Taxes	\$ 10,500
Electricity	\$ 19,250
Heating Oil	\$ 20,800
Wages – Custodian	\$ 39,906
Repair and Main. - Building	\$ 24,000
Janitor Supplies - Town Hall	\$ 6,000
<b>Total Expenditures</b>	<hr/> \$ 169,476

## Sale of Services: 2023/24 Budget Estimates

	2023/24
<b>Expenditures</b>	
Office Expenses	\$ 360
IT Services	\$ 600
Allocation from General Government	\$ 36,000
Administration to Police Department	\$ (12,000)
Wages - Police Tech's	\$ 181,524
Professional Development	\$ 480
<b>Total Expenditures</b>	\$ 206,964

## Public Works: 2023/24 Budget Estimates

	2022/23
<b>Expenditures</b>	
Depreciation	\$ 276,000
Property Taxes	\$ 510
Electricity	\$ 3,575
Heating Oil	\$ 5,400
Streetlights	\$ 36,500
Cellular	\$ 3,600
Wages	\$ 204,480
Repair and Main. - Equip	\$ 12,000
Repair and Main. - Vehicle	\$ 1,800
Repair and Main. - Building	\$ 2,400
Vehicle - Gas & Oil	\$ 10,560
Snow and Ice Control	\$ 14,500
Uniforms - Clothing & Supplies	\$ 600
Gas & Oil - Equipment Public Works	\$ 7,560
Small Tools & Shop Supplies	\$ 1,800
Miscellaneous	\$ 6,000
Garbage Disposal	\$ 2,580
Asphalt Patching/Sidewalk	\$ 36,000
Water and Sewer Share	\$ (123,600)
<b>Total Expenditures</b>	<hr/> \$ 502,265

## Recreation: 2023/24 Budget Estimates

	2022/23
<b>Expenditures</b>	
Depreciation	\$ 5,700
Property Taxes	\$ 3,660
Electricity	\$ 3,515
Wages - EVK Pool	\$ 20,200
Repair and Maint - Equip	\$ 1,250
Repair and Maint. - Building	\$ 5,450
Uniforms - Clothing & Supplies	\$ 500
Special Events Expense	\$ 20,200
Chemicals	\$ 3,500
Canada Day Expenses	\$ 4,000
Credit Union Centre Grant	\$ 36,000
Park Improvements	\$ 20,000
Town Decorations	\$ 20,000
<b>Total Expenditures</b>	<b>\$ 143,975</b>

## Train Station: 2023/24 Budget Estimates

	2022/23
<b>Expenditures</b>	
Depreciation	\$ 24,000
Water & Sewer	\$ 720
Property Taxes	\$ 2,100
Electricity	\$ 13,160
Heating Oil	\$ 8,645
Freight Shed Electricity	\$ 2,655
Repair and Main. - Equip	\$ 600
Repair and Main. - Building	\$ 10,200
<b>Total Expenditures</b>	<b>\$ 62,080</b>

## General Government: 2023/24 Budget Estimates

	2022/23
<b>Expenditures</b>	
Depreciation	\$ 10,980
Property Taxes	\$ 9,000
Telephone	\$ 3,960
Cellular	\$ 6,000
Office Expenses	\$ 18,000
IT Services	\$ 8,500
Advertising	\$ 13,800
Wages – Administration	\$ 321,549
Workers Compensation	\$ 7,200
Honorariums	\$ 30,000
Conventions and Meetings	\$ 1,200
Dues and Memberships	\$ 5,620
Travel and Mileage	\$ 6,900
Professional Development	\$ 600
Donations and Grants	\$ 26,450
KISH Scholarship	\$ 1,000
Miscellaneous	\$ 4,500
Crosswalk Duties	\$ 5,400
Emergency Shelter Expense	\$ 2,250
Insurance – Other	\$ 90,000
Professional Fees – Accountant	\$ 13,000
Professional Fees – Other	\$ 150,000
Bylaw Enforcement	\$ 2,400
Fire Share of General Government	\$ (48,360)
Animal Control	\$ 120
Photocopier	\$ 4,800
Web Page Expense	\$ 300
ADP Payroll Expenses	\$ 5,160
Bank Charges	\$ 2,580
Promotional Materials & Flags	\$ 7,200
Operating Loan Interest	\$ 900
Fire Protection Charge	\$ 57,120
Allocation to Sales of Services	\$ (36,000)
W&S Share of General Government	\$ (142,800)
Kensington Fire Dues	\$ 87,360
Business Park Expense	\$ 4,800
Interest – Long Term Debt	\$ 45,000
Cogsdale Maintenance Fee – Finance software	\$ 8,900
Business Park Loan Expense	\$ 78,000
COVID-19 Expense	\$ 120
Library Expense	\$ 13,800
VueWorks Maintenance Fee – GIS	\$ 5,500
<b>Total Expenditures</b>	<b>\$ 832,809</b>



## Fire Protection: 2023/24 Budget Estimates

	2022/23
<b>Revenue</b>	
Fire Dues District 1910	\$ 199,736
Fire Dues Malpeque	\$ 87,360
Fire Dues Kensington	\$ 87,360
<b>Total Revenue</b>	<b>\$ 374,456</b>
<b>Expenditures</b>	
Depreciation	\$ 142,800
Water & Sewer	\$ 1,920
Property Taxes	\$ 250
Electricity	\$ 5,640
Heating Oil	\$ 14,100
Wages – Fire Chief	\$ 25,726
Telephone	\$ 4,200
Cellular	\$ 3,300
Advertising	\$ 600
Honorariums	\$ 37,000
Fire Equipment, Uniforms & Supplies	\$ 12,000
Repair and Main. - Equip	\$ 1,200
Repair and Main. - Vehicle	\$ 9,600
Repair and Main. - Building	\$ 4,800
Vehicle - Gas & Oil	\$ 12,000
Snow and Ice Control	\$ 3,250
Conventions and Meetings/Prof Dev	\$ 600
Insurance	\$ 1,750
Answering Service - Fire	\$ 3,060
Interest – Long Term Debt	\$ 30,600
Administration and Operating Costs	\$ 60,060
<b>Total Expenditures</b>	<b>\$ 374,456</b>
<b>Variance</b>	<b>\$ 0</b>

## Police Protection: 2023/24 Budget Estimates

	2022/23
<b>Expenditures</b>	
Depreciation	\$ 42,000
Telephone	\$ 6,500
Cellular	\$ 6,000
Office Expenses	\$ 2,400
IT Services & Cameras	\$ 3,000
Wages - Police Full Time	\$ 255,049
Wages – Training	\$ 14,400
Wages - Part Time/Casual	\$ 126,735
Wages – Recoverable	\$ 72,794
Wages – Major Crime	\$ 12,000
Workers Compensation	\$ 7,020
Repair and Main. - Equip	\$ 6,400
Repair and Main. - Vehicle	\$ 4,800
Vehicle - Gas & Oil	\$ 18,000
Travel and Mileage	\$ 1,800
Professional Development	\$ 1,200
Uniforms - Clothing & Supplies	\$ 2,400
Insurance – Life	\$ 1,428
Answering Service - Police	\$ 24,000
Vehicle – Rental	\$ 300
Court Costs & Witness Fees	\$ 600
Crime Prevention Initiatives	\$ 300
PROS	\$ 6,700
Interest – Long Term Debt	\$ 3,600
Administration - Sales of Services	\$ 12,000
	<hr/>
<b>Total Expenditures</b>	<b>\$ 631,426</b>

## Credit Union Centre: 2023/24 Budget Estimates

	2022/23
<b>Expenditures</b>	
Depreciation	\$ 38,196
Water and Sewer	\$ 8,640
Property Taxes	\$ 150
Electricity Arena	\$ 73,900
Heating Oil	\$ 26,900
Electricity Sign	\$ 1,200
Electricity Ball Field / Canteen	\$ 360
Telephone	\$ 5,280
Cellular	\$ 1,200
Office Supplies	\$ 300
Advertising	\$ 300
Wages and Salaries	\$ 233,812
Workers Compensation	\$ 1,480
Repair and Main Equip	\$ 1,200
Repair and Main Vehicle (Zamboni)	\$ 1,600
Repair and Main Building	\$ 6,000
Repair and Main Ice Plant	\$ 1,600
Repair and Main Property	\$ 600
Repair and Main Ice Surface	\$ 1,900
Zamboni Propane	\$ 2,400
Ball Field Expenses	\$ 600
Canteen Expenses	\$ 21,000
Harvest Festival Expenses	\$ 22,200
Fitplex Expenses	\$ 2,400
Snow Removal	\$ 3,300
Interest – Long Term Debt	\$ 1,600
Fund Raising Expenses	\$ 3,500
Senior Center Oil	\$ 900
Senior Center Electricity	\$ 2,400
Senior Center Repair and Main	\$ 2,400
Travel and Mileage	\$ 1,800
Insurance	\$ 7,500
Janitorial Supplies	\$ 4,500
Bank Charges	\$ 3,240
Garbage Removal	\$ 3,000
<b>Total Expenditures</b>	<b>\$ 487,358</b>

## Kensington Water & Sewer Utility: 2023/24 Budget Estimates

	2022/23
<b>Revenue</b>	
Water Revenue	\$ 261,750
Interest Water A/R	\$ 2,160
Water Rating Charge	\$ 68,820
Sewer Revenue	<u>\$ 382,725</u>
<b>Total Revenue</b>	<b>\$ 715,455</b>
<b>Expenditures</b>	
Depreciation	\$ 144,000
Property Tax	\$ 2,820
Electricity	\$ 6,000
Telephone	\$ 5,100
Advertising	\$ 120
Professional Development	\$ 1,200
Wages – Water and Sewer Operator	\$ 79,500
Repairs & Maintenance Water	\$ 18,000
Bank Charges water	\$ 3,900
Interest on LT Debt Water	\$ 79,500
Water Analysis	\$ 4,800
Water Chlorination	\$ 3,600
Bank Charges - Sewer	\$ 3,780
Interest on LT Debt - Sewer	\$ 68,400
Repairs and Maintenance Sewer	\$ 55,000
Share of Gen Gov't	\$ 142,800
Share of Public Works	\$ 123,600
<b>Total Expenditures</b>	<b>\$ 742,120</b>
Variance	<b>\$ (26,665)</b>

**Town of Kensington  
2023/24 Proposed Capital Plan**

<b>Project Category</b>	<b>Budget 2023/24</b>	<b>Municipal Funding</b>	<b>MBCU 50/50/Other</b>	<b>Federal/Gas Tax</b>	<b>Provincial/Federal Funding (RGI, MSC, ICIP, etc)</b>	<b>Long Term Borrowing</b>
<b>Credit Union Centre</b>						
Facility Upgrades	\$2,187,785				\$1,604,329	\$583,456
Washroom Replacement	\$100,000		\$25,000		\$75,000	
Ice Edger	\$6,250	\$6,250				
Fitplex Equipment Replacement	\$10,000		\$10,000			
Skateboard Park Improvements	\$5,000		\$5,000			
Utility Trailer	\$1,800		\$1,800			
<b>Total Credit Union Centre</b>	<b>\$2,310,835</b>	<b>\$6,250</b>	<b>\$41,800</b>	<b>\$0</b>	<b>\$1,679,329</b>	<b>\$583,456</b>
<b>Police Department</b>						
Police Equipment Replacement	\$4,000	\$4,000				
Office Equipment Replacement	\$1,500	\$1,500				
<b>Total Police Department</b>	<b>\$5,500</b>	<b>\$5,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Fire Department</b>						
Mechanical Floor Cleaner	\$5,000				\$2,500	\$2,500
SCBA Replacement	\$78,000				\$39,000	\$39,000
Jaws of Life	\$50,000				\$25,000	\$25,000
Heat Pump (Fire Hall)	\$11,000				\$11,000	
Facility Upgrades	\$13,000				\$6,500	\$6,500
Pumper Truck Primer	\$4,000				\$2,000	\$2,000
Cribbing	\$4,000				\$2,000	\$2,000
<b>Total Fire Department</b>	<b>\$165,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$88,000</b>	<b>\$77,000</b>
<b>Town Hall/General Government</b>						
Website Development	\$12,500	\$12,500				
Business Park Signage	\$20,000	\$6,660			\$13,340	
Official Plan/Development Control Bylaw Review	\$5,000	\$2,500			\$2,500	
Town Hall Sign Replacement	\$10,000	\$10,000				
<b>Total Town Hall/General Government</b>	<b>\$47,500</b>	<b>\$31,660</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,840</b>	<b>\$0</b>
<b>Public Works</b>						
Bobcat Replacement	\$135,000	\$135,000				
Broadway Street S Sidewalk Replacement	\$106,900			\$106,900		
5-way Blade for Trackless	\$8,400	\$8,400				
Broadway Street South Sidewalk Extension	\$247,020				\$222,318	\$24,702
Utility Pole Relocation (Sidewalks)	\$244,245			\$244,245		
Maintenance Shop Upgrades (Concrete Floor Repair, Doors)	\$15,000	\$15,000				
Dump Trailer	\$14,000	\$14,000				
<b>Total Public Works</b>	<b>\$770,564</b>	<b>\$172,400</b>	<b>\$0</b>	<b>\$351,145</b>	<b>\$222,318</b>	<b>\$24,702</b>
<b>Parks/Recreation/Railyards</b>						
Park and Recreation Improvements	\$34,323			\$34,323		
Freight Shed Upgrades	\$50,000	\$50,000				
Core Area Redevelopment (Plan Development)	\$100,000	\$10,000			\$90,000	
<b>Total Parks/Recreation/Railyards</b>	<b>\$184,323</b>	<b>\$60,000</b>	<b>\$0</b>	<b>\$34,323</b>	<b>\$90,000</b>	<b>\$0</b>
<b>Water and Sewer Utility</b>						
Broadway Street South W/S Extension	\$1,414,401				\$1,414,401	
Water and Sewer System Capacity and Water Tower Pre-Design	\$80,000			\$80,000		
Wellfield Signage	\$2,500	\$2,500				
Broadway Street North W/S Extension	\$1,000,000				\$733,300	\$266,700
<b>Total Water and Wastewater</b>	<b>\$2,496,901</b>	<b>\$2,500</b>	<b>\$0</b>	<b>\$80,000</b>	<b>\$2,147,701</b>	<b>\$266,700</b>
<b>Total</b>	<b>\$5,980,623</b>	<b>\$278,310</b>	<b>\$41,800</b>	<b>\$465,468</b>	<b>\$4,243,188</b>	<b>\$951,857</b>

**Town of Kensington**  
**2023 - 2028 Proposed 5 year Capital Plan**

<b>Project/Category</b>	<b>Estimated Cost</b>	<b>2023/24</b>	<b>2024/25</b>	<b>2025/26</b>	<b>2026/27</b>	<b>2027/28</b>
<b>Credit Union Centre</b>						
Facility Upgrades	\$2,187,785	\$2,187,785				
Washroom Replacement	\$100,000	\$100,000				
Ice Edger	\$6,250	\$6,250				
Fitplex Equipment Upgrades	\$30,000	\$10,000	\$5,000	\$5,000	\$5,000	\$5,000
Skateboard Park Improvements	\$15,000	\$5,000		\$5,000		\$5,000
Utility Trailer	\$1,800	\$1,800				
Zamboni Replacement	\$170,000					\$170,000
<b>Total Credit Union Centre</b>	<b>\$2,510,835</b>	<b>\$2,310,835</b>	<b>\$5,000</b>	<b>\$10,000</b>	<b>\$5,000</b>	<b>\$180,000</b>
<b>Police Department</b>						
Office Equipment Replacement	\$7,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
Police Equipment Replacement	\$12,000	\$4,000	\$2,000	\$2,000	\$2,000	\$2,000
Vehicle Replacement	\$70,000			\$70,000		
<b>Total Police Department</b>	<b>\$89,500</b>	<b>\$5,500</b>	<b>\$3,500</b>	<b>\$73,500</b>	<b>\$3,500</b>	<b>\$3,500</b>
<b>Fire Department</b>						
Bunker Gear Replacement	\$60,000		\$15,000	\$15,000	\$15,000	\$15,000
Jaws of Life Replacement	\$50,000	\$50,000				
Tanker Truck	\$400,000		\$400,000			
Pumper Truck Primer	\$4,000	\$4,000				
SCBA Replacement	\$78,000	\$78,000	\$80,000			
Mechanical Floor Cleaner	\$5,000	\$5,000				
Crib Stabilizer	\$4,000	\$4,000				
Fire Hall Upgrades	\$13,000	\$13,000				
Heat Pump (Fire Hall)	\$11,000	\$11,000				
Pumper Truck	\$400,000			\$400,000		
<b>Total Fire Department</b>	<b>\$1,025,000</b>	<b>\$165,000</b>	<b>\$495,000</b>	<b>\$415,000</b>	<b>\$15,000</b>	<b>\$15,000</b>
<b>Town Hall/General Government</b>						
Website	\$12,500	\$12,500				
Town Hall Sign Replacement	\$10,000	\$10,000				
Official Plan and Zoning Bylaw Update	\$5,000	\$5,000				
Business Park Signage	\$20,000	\$20,000				
Office Equipment	\$25,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Council Chamber Upgrade	\$30,000				\$30,000	
<b>Total Town Hall/General Government</b>	<b>\$102,500</b>	<b>\$52,500</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$35,000</b>	<b>\$5,000</b>
<b>Public Works</b>						
Bobcat Replacement	\$135,000	\$135,000				
Utility Pole Relocation	\$244,245	\$244,245				
Trackless 5 way Blade	\$8,400	\$8,400				
Broadway Street Sidewalk Extension	\$247,020	\$247,020				
Dump Ttrailer	\$14,000	\$14,000				
Maintenance Shop Upgrades	\$15,000	\$15,000				
Broadway St S Sidewalk Replacement	\$106,900	\$106,900				
Trackless Replacement	\$150,000		\$150,000			
Lawn Equipment Replacement	\$18,000		\$18,000			
<b>Total Public Works</b>	<b>\$938,565</b>	<b>\$770,565</b>	<b>\$168,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Parks/Recreation/Railyards</b>						
Parks and Recreation Improvements	\$34,323	\$34,323				
Freight Shed Upgrades	\$50,000	\$50,000				
Core Area Redevelopment	\$2,350,000	\$50,000	\$50,000	\$750,000	\$750,000	\$750,000
EVK Pool Replacement	\$150,000			\$150,000		
Sidewalk Replacement - Various	\$800,000		\$200,000	\$200,000	\$200,000	\$200,000
<b>Total Parks/Recreation/Railyards</b>	<b>\$3,384,323</b>	<b>\$134,323</b>	<b>\$250,000</b>	<b>\$1,100,000</b>	<b>\$950,000</b>	<b>\$950,000</b>
<b>Water &amp; Sewer Utility</b>						
Sewer Main Replacement	\$2,650,000		\$1,150,000	\$500,000	\$500,000	\$500,000
Water Tower Replacement	\$2,500,000			\$2,500,000		
Broadway Street South W/S Main Extension	\$1,414,401	\$1,414,401				
Wellfield Signage	\$2,500	\$2,500				
Broadway Street North W/S Extension	\$1,000,000	\$1,000,000				
Water Model and System Capacity Study	\$80,000	\$80,000				
<b>Total Water &amp; Sewer Utility</b>	<b>\$7,646,901</b>	<b>\$2,496,901</b>	<b>\$1,150,000</b>	<b>\$3,000,000</b>	<b>\$500,000</b>	<b>\$500,000</b>
<b>Total</b>	<b>\$15,777,624</b>	<b>\$5,935,624</b>	<b>\$2,076,500</b>	<b>\$4,603,500</b>	<b>\$1,508,500</b>	<b>\$1,653,500</b>

## Town of Kensington - Request for Decision

<b>Date:</b> March 23, 2023	<b>Request for Decision No:</b> 2023-14
<b>Topic:</b> 2023/24 Town of Kensington Property Taxation Rates	
<b>Proposal Summary/Background:</b>  Section 160(1) of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1. states:  <i>“Subject to this Act, the Real Property Assessment Act R.S.P.E.I. 1988, Cap.R-4, and the Real Property Tax Act, a council shall by resolution, after estimating the probable revenue from all sources other than taxes, approve a tax rate or rates applicable to all real property within the jurisdiction and boundaries of the municipality for the purpose of raising revenue sufficient to defray projected municipal expenditures for that year including any deficit carried forward from the previous year, and shall notify the Provincial Tax Commissioner in accordance with the Real Property Tax Act respecting the approved tax rate or rates.”</i>  It is recommended that the Property Tax Rates for the 2023/24 fiscal year remain unchanged at \$0.55 per \$100 of assessment for Non-Commercial properties and \$1.30 per \$100 of assessment for Commercial properties.	
<b>Benefits:</b> <ul style="list-style-type: none"><li>• None noted.</li></ul>	
<b>Disadvantages:</b> <ul style="list-style-type: none"><li>• None noted.</li></ul>	
<b>Discussion/Comments:</b>  It is recommended by the CAO that Town Council approve the commercial and non-commercial tax rates, as recommended.	

**Options:**

1. Approve the 2023/24 Property Tax Rates as recommended.
2. Not approve the 2023/24 Property Tax Rates as recommended.
3. Approve different Property Tax Rates.
4. Refer the matter back to staff for further deliberation.

**Costs/Required Resources:**

N/A

**Source of Funding**

N/A

**Recommendation:**

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

*WHEREAS Section 160(1) of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1. and Section 5.2 of the Town of Kensington's Tax Rate Groups Bylaw requires the town to establish tax rates by resolution;*

*BE IT RESOLVED THAT the 2023/24 municipal property tax rates for the Town of Kensington of \$0.55/\$100 of assessment for Non-Commercial properties and \$1.30/\$100 of assessment for Commercial properties be hereby adopted and approved.*



## Town of Kensington - Request for Decision

<b>Date:</b> March 23, 2023	<b>Request for Decision No:</b> 2023-15
<b>Topic:</b> 2023/24 Town of Kensington and Water and Sewer Utility Operating Lines of Credit	
<b>Proposal Summary/Background:</b>  <p>Section 166(1) of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1. states that a council may by bylaw authorize the borrowing of money on a short-term basis for the purpose of financing operating expenditures. Section 166(2) states that, except as authorized by the Lieutenant Governor in Council, the amount borrowed for the purpose of financing operating expenditures shall not exceed 50% of the total estimated revenues of the municipality as set out in the adopted operating budget contained in the financial plan for that fiscal year.</p> <p>Section 5.1 of Town Council’s Borrowing Bylaw (Bylaw # 2018 - 02) authorizes Town Council to borrow money for the purpose of financing operating expenditures on a short-term basis.</p> <p>The town’s current operating line of credit is set at \$150,000. The Water and Sewer Utility’s operating line of credit is set at \$75,000. It is proposed that Town Council maintain these same levels for 2023/24.</p>	
<b>Benefits:</b> <ul style="list-style-type: none"><li>• Will allow the Town to finance operating expenditures on a short-term basis when required.</li></ul>	
<b>Disadvantages:</b> <ul style="list-style-type: none"><li>• None noted.</li></ul>	
<b>Discussion/Comments:</b>  <p>It is recommended by the CAO that Town Council authorize the General and Water and Sewer Utility Operating Lines, as recommended.</p>	

**Options:**

1. Approve the Town and Water and Sewer Utility operating lines of credit as recommended.
2. Not approve the operating lines of credit as recommended.
3. Approve operating lines of credit of a different amount.
4. Refer the matter back to staff for further deliberation.

**Costs/Required Resources:**

N/A

**Source of Funding**

N/A

**Recommendation:**

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

*WHEREAS Section 166(1) of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1. authorizes a Town Council to borrow money on a short-term basis for the purpose of financing operating expenditures;*

*AND WHEREAS Section 5.1 of the Town's Borrowing Bylaw (Bylaw # 2018 - 02) authorizes Town Council, pursuant to subsection 166(1) of the Act, to borrow money for the purpose of financing operating expenditures.*

*AND WHEREAS Town Council currently carries short-term borrowing in the amount of \$150,000 for the General Account and \$75,000 for the Water and Sewer Utility Account;*

*AND WHEREAS no change is being proposed in the amounts to be borrowed for the 2023/24 fiscal year;*

*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 an operating line of credit of \$150,000.00 from Scotiabank for the Town's General Account with the Chief Administrative Officer, or his designate, and the Mayor, or his designate, being authorized as legal signing*

*officers;*

***BE IT FURTHER RESOLVED THAT Kensington Town Council approve an operating line of credit of \$75,000.00 from Scotiabank for the Water and Sewer Utility Account with the Chief Administrative Officer, or his designate, and the Mayor, or his designate, being authorized as legal signing officers.***