



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

Monday, May 8, 2023 @ 7:00 PM

55 Victoria Street

Kensington, PEI

COB 1M0

Phone: (902) 836-3781

Fax: (902) 836-3741

Email: mail@kensington.ca

Web Site: www.kensington.ca

***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, May 8, 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**
 - 4.1 Provincial Credit Union Presentation to the Kensington Police Service.
- 5. Adoption of Previous Meeting Minutes**
 - 5.1 March 13, 2023 Regular Meeting
 - 5.2 April 11, 2023 Regular Meeting
 - 5.3 April 26, 2023 Public Meeting
- 6. Business Arising from Minutes**
 - 6.1 March 13, 2023 Regular Meeting
 - 6.2 April 11, 2023 Regular Meeting
 - 6.3 April 26, 2023 Public 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 RFD2023-21 - ATV Federation Request - Letter of Support
- 8.1.2 RFD2023-22 - Credit Union Centre Lighting Upgrades - 2023
- 8.1.3 RFD2023-23 - Consolidation of Lands Bruce Bell PID No. 76711 & 80861
- 8.1.4 RFD2023-24 - Development Control Bylaw and Official Plan Amendment - PID No. 747790
- 8.1.5 RFD2023-25 - M&S Rentals Inc. - Private Laneway Naming
- 8.1.6 RFD2023-26 - Capital Line of Credit – Short Term Borrowing

8.2 Other Matters

9. Correspondence

10. Committee of the Whole (In-Camera) – *One item under 119(1)(b) of the Municipal Government Act.*

11. Adjournment

Town of Kensington
Minutes of Regular Council Meeting
Monday, March 13, 2023
7:00 PM

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

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

Visitors: Rodney Hickey - Kensington Volunteer Fire Chief
Alan MacLeod - Retired Deputy Volunteer Fire Chief
Jason Paynter – Incoming Deputy Volunteer Fire Chief
Richard Schroeter – District 20 - Liberal Party Candidate

Regrets: Councillor Mann

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 March meeting of Kensington Town Council. Mayor Caseley acknowledged that the land on which we gather is the traditional and unceded territory of the Mi'kmaq First Nation.

2. Approval of Tentative Agenda

2.1 *Moved by Councillor Gallant, seconded by Deputy Mayor Spencer to approve the tentative agenda for the March 2023 regular meeting of Town Council with the addition of a request to reconsider the 2023 Twin Shores publication. Unanimously carried.*

3. Declaration of Conflict of Interest

3.1 *Nil.*

4. Delegations / Presentations

4.1 *Mayor Caseley made a presentation to Volunteer Fire Chief, Rodney Hickey, with a stained-glass piece of artwork donated by the family of the late Bruce MacLeod.*

4.2 *Mayor Caseley presented former Deputy Fire Chief, Allan MacLeod, with a gift of appreciation for his 35 years of dedication and service to residents of the Town of Kensington and the surrounding fire district.*

4.3 *Mayor Caseley invited Richard Schroeter – District 20 - Liberal Party Candidate to make a presentation to Town Council.*

5. Approval of Minutes of Previous Meeting

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

6. Business Arising from Minutes

6.1 Councillor Gallant inquired about item 7.7.2 regarding the ballfield lighting and damage. Mr. Baker confirmed the board for the ballfield lights has been ordered. Staff continue to work on having the assets transferred to the Town's insurance asset schedule.

7. Reports

7.1 Chief Administrative Officer Report

7.1.1 *Moved by Deputy Mayor Spencer, seconded by Councillor MacRae to adopt the February 2023 CAO Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.2 Fire Department Statistical Report

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

7.4 Development Permit Summary Report

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

7.5 Bills List

7.5.1 *Moved by Deputy Mayor Spencer, seconded by Councillor Doucette to approve the January 2023 Bills in the amount of \$328,605.45. Unanimously carried.*

7.5.2 *Moved by Deputy Mayor Spencer, seconded by Councillor MacRae to approve the January 2023 Capital Expenditures in the amount of \$42,434.95. Unanimously carried.*

7.5.3 *Moved by Deputy Mayor Spencer, seconded by Councillor Toombs to approve the January 2023 Water & Sewer Utility Bills in the amount of \$6,086.93. Unanimously carried.*

7.6 Summary Income Statement

7.6.1 *Moved by Deputy Mayor Spencer, seconded by Councillor Doucette to approve the Summary Income Statement for the month of January 2023. Unanimously carried.*

7.7 Credit Union Centre Report

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

7.8 Mayor's Report

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

7.8.2 Councillor Gallant inquired about the 2023 street paving and requested that the maintenance be completed earlier in the year as opposed to the fall. Mr. Baker will make a request to the Department of Transportation.

7.9 Federation of PEI Municipalities (FPEIM) Report

7.9.1 *Nil.*

7.10 Heart of PEI Initiative Report

7.10.1 *Nil.*

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+ Games committee plans to meet in April following the Winter Games that are taking place in March.

8. New Business

8.1 Request for Decisions

8.1.1 Development Permit Application – CHANCES (61 Broadway Street N.)

8.1.1.1 *Moved by Deputy Mayor Spencer, seconded by Councillor Toombs*

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

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

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

BE IT RESOLVED THAT Town Council approve a variance application from CHANCES, being the owner of 61 Broadway Street N., PID No. 77974 to reduce the side yard requirement from 10.0 feet to 7.0 feet on the south side of the lot.

Unanimously carried.

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

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

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

AND WHEREAS Town Council approved a variance application from CHANCES to reduce the side yard requirement from 10.0 feet

to 7.0 feet on the south side of the lot to facilitate an emergency fire exit as required under the National Building Code;

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

BE IT RESOLVED THAT Town Council approve a Development Permit as requested by CHANCES being the owner of 61 Broadway Street N., PID No. 77974 for internal renovations and the installation of an emergency fire exit.

Unanimously carried.

8.1.2 Development Permit Application – Kyle Gillis (99 Victoria Street W.)

8.1.2.1 Moved by Councillor Toombs, seconded by Councillor Gallant

BE IT RESOLVED THAT Town Council approves a development permit application submitted by Kyle Gillis for the renovation of the existing single residential home and the conversion of the basement area into an accessory apartment at the property located at 99 Victoria Street W.

Unanimously carried.

8.1.3 Subdivision of Lands of M&S Rentals Inc. PID No. 77271

8.1.3.1 Moved by Councillor Doucette, seconded by Councillor Toombs

BE IT RESOLVED THAT Town Council approve subdivision plan #21165-K01 as the plan of subdivision for PID No. 77271, being lands of M&S Rentals Inc..

Unanimously carried.

8.1.4 Town of Kensington Outdoor Digital Sign Proposal – Synergy Screens

8.1.4.1 Moved by Councillor Toombs, seconded by Councillor Gallant

BE IT RESOLVED THAT Town Council authorize the Chief Administrative Officer to proceed with the placement of an electronic sign in the Town (exact location to be determined), in partnership with Synergy Screens, and further that the Chief Administrative Officer and Mayor be authorized to enter into a 5-

year lease agreement with Synergy Screens for the land area required for the placement of the electronic sign.

Unanimously carried.

8.1.5 Town of Kensington Rink Upgrades – 2023 – Ice Surface Enclosure Replacement

8.1.5.1 *Moved by Deputy Mayor Spencer, seconded by Councillor MacRae*

BE IT RESOLVED THAT Kensington Town Council award the contract for the replacement of the Ice Surface Enclosure System at the Credit Union Centre to Welmar Recreational Products as per their tender submission in the amount of \$308,315.00 including HST.

Unanimously carried.

8.1.6 Kensington Deputy Fire Chief Appointment

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

THAT Jason Paynter be formally promoted to the Deputy Fire Chief position with the Kensington Fire Department effective immediately, as recommended by the CAO.

Unanimously carried.

8.1.7 Development Permit Application – 66 Broadway Street North

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

BE IT RESOLVED THAT Town Council approve a development permit application submitted by Skip Bearisto, for the construction of a wheelchair ramp on a property located at 66 Broadway Street North (PID No. 78022), subject to compliance with all relevant federal, provincial, and municipal legislation and regulations.

Unanimously carried.

8.1.8 2023 Twin Shores Publication Advertisement

8.1.8.1 *Moved by Councillor Gallant, seconded by Councillor Doucette*

THAT Town Council not approve an ad in the 2023 Twin Shores Publication at a cost of \$550.00 plus HST.

4 for – 1 opposed (Spencer)

8.2 2023/24 Draft Financial Plan – For Review

8.2.1 The CAO and Mayor Caseley presented the revised 2023/24 Draft Financial Plan to Town Council for further comment and review.

8.3 Other Matters

8.3.1 Mayor Caseley reminded Council that orientation will take place on Saturday, March 18 at 10:00 am in the Chambers.

8.3.2 Councillor Gallant acknowledged the retirement of Jerry Wigmore from Mike's Independent after 42 Years of service and requested a certificate be presented on behalf of the Town and Council.

8.3.3 Councillor Doucette applauded Mayor Caseley and CAO Baker on the excellent public meeting regarding the ATV access route.

8.3.4 Deputy Mayor Spencer noted that 37 Pleasant Street is still boarded up following a police investigation and inquired if it can be removed. Mr. Baker will request further details from Chief Sutherland and report back to Council.

8.3.5 Mayor Caseley confirmed that April 17th is the Volunteer Firefighter Recognition Night.

9. Correspondence

9.1 A donation request from PEI Crime Stoppers.

Moved by Deputy Mayor Spencer, seconded by Councillor Gallant to make a financial donation to PEI Crime Stoppers in the amount of \$300.00.

Unanimously carried.

10. In-Camera (Closed session)

10.1 *Nil.*

11. Adjournment

Moved by Councillor Toombs, seconded by Councillor Gallant to adjourn the meeting at 8:27 PM. Unanimously carried.

Geoff Baker,
CAO

Rowan Caseley,
Mayor

Town of Kensington
Minutes of Regular Council Meeting
Tuesday, April 11, 2023
7:00 PM

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

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

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 April meeting of Kensington Town Council. Mayor Caseley acknowledged that the land on which we gather is the traditional and unceded territory of the Mi'kmaq First Nation.

2. Approval of Tentative Agenda

2.1 *Moved by Councillor Gallant, seconded by Councillor Toombs to approve the tentative agenda for the April 2023 regular meeting of Town Council with the addition of two items 8.1.3 – Development Permit from M&S Rentals and 8.1.4 – Development Permit from Robert Moffatt Construction. Unanimously carried.*

3. Declaration of Conflict of Interest

3.1 *Nil.*

4. Delegations / Presentations

4.1 *Nil.*

5. Approval of Minutes of Previous Meeting

5.1 *Moved by Councillor Toombs, seconded by Deputy Mayor Spencer to approve the minutes from February 27, 2023, special meeting of Town Council. Unanimously carried.*

5.2 *Moved by Councillor MacRae, seconded by Councillor Doucette to approve the minutes from March 13, 2023, regular meeting of Town Council. Unanimously carried.*

5.3 *Moved by Deputy Mayor Spencer, seconded by Councillor Doucette to approve the minutes from March 27, 2023, special meeting of Town Council. Unanimously carried.*

6. Business Arising from Minutes

6.1 *Nil.*

7. Reports

7.1 Chief Administrative Officer Report

7.1.1 *Moved by Councillor MacRae, seconded by Councillor Toombs to adopt the March 2023 CAO Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor MacRae, seconded by Deputy Mayor Spencer to approve the February 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 MacRae, seconded by Councillor Doucette to approve the February 2023 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.4 Development Permit Summary Report

7.4.1 *Moved by Councillor Toombs, seconded by Deputy Mayor Spencer to approve the March 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 Toombs to approve the February 2023 Bills in the amount of \$302,986.50. Unanimously carried.*

7.5.2 *Moved by Councillor Mann, seconded by Deputy Mayor Spencer to approve the February 2023 Water & Sewer Utility Bills in the amount of \$14,592.24. Unanimously carried.*

7.5.3 *Moved by Councillor Toombs, seconded by Deputy Mayor Spencer to approve the February 2023 Capital Expenditures in the amount of \$728,001.08. Unanimously carried.*

7.6 Summary Income Statement

7.6.1 *Moved by Councillor Mann, seconded by Councillor Doucette to approve the Summary Income Statement for the month of February 2023. Unanimously carried.*

7.7 Credit Union Centre Report

7.7.1 *Moved by Councillor MacRae, seconded by Deputy Mayor Spencer to approve the Credit Union Centre report for the month of February 2023. Unanimously carried.*

7.8 Mayor's Report

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

7.9 Federation of PEI Municipalities (FPEIM) Report

7.9.1 FPEIM passed its annual budget. It was noted that membership dues were not changing in 2023.

7.9.2 Nominated the FPEIM President to the FCM Board.

7.9.3 A letter will be written to the Province of Prince Edward Island regarding the overpayment of tax credits.

7.9.4 April 24 – FPEIM AGM

7.10 Heart of PEI Initiative Report

7.10.1 *Nil.*

7.11 Kensington Area Chamber of Commerce (KACC) Report

7.11.1 KACC President's event - Casino Night at New London Community Complex will be held on April 13, 2023.

7.12 2023 – 55 Plus Games

7.12.1 Deputy Mayor Spencer confirmed the 55+ committee plans to meet in April following the Winter Games that took place in March.

8. New Business

8.1 Request for Decisions

8.1.1 PEI 2023 Queer Ride and Meet Up

8.1.1.1 *Moved by Deputy Mayor Spencer, seconded by Councillor Toombs*

THAT Kensington Town Council sponsor the PEI 2023 Queer Ride and Meet Up at the Destination Sponsor Level in the amount of \$360.00.

Unanimously carried.

8.1.2 Kensington Intermediate Senior High – Relay For Life Donation

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

THAT Kensington Town Council provide a Platinum Level Donation for the 2023 Kensington Intermediate Senior High School Relay For Life, in the amount of \$1,000.00.

Unanimously carried.

8.1.3 Development Permit Application – M&S Rentals Inc.

8.1.3.1 *Moved by Councillor Mann, seconded by Councillor Doucette*

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 Permit Application – Robert Moffatt Construction

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

BE IT RESOLVED THAT Town Council approve the development permit application submitted by Robert Moffatt Construction for the construction of a Cabinet Manufacturing Shop located at 16

Darrach Drive – Lot #21-26 subject to the submission of a drainage plan and 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.

8.2 Other Matters

- 8.3.1** Mayor Caseley proclaimed April 23-29, 2023 as National Organ & Tissue Donation Week.
- 8.3.2** Deputy Mayor Spencer confirmed that Thursday, April 13th will be the first meeting for the 55+ Games planning committee.
- 8.3.3** Councillor Gallant recognized the High School Hockey Tournament that recently took place in Kensington and highlighted the importance of school sport.

9. Correspondence

- 9.1** A Thank You card to the Credit Union Centre staff for their dedication and assistance with the Kensington Skating Club season.
- 9.2** Information on the FPEIM AGM.
- 9.3** A note of appreciation to the Credit Union Centre staff from Michelle Moore regarding her experience at the arena during the High School Hockey Tournament and the wheelchair accessibility.
- 9.4** A donation request from the Kensington Moase Plumbing & Heating Vipers to assist with travel expenses during the Don Johnson Memorial Cup.

Moved by Deputy Mayor Spencer, seconded by Councillor Doucette to approve a \$600.00 donation to the Kensington Moase Plumbing & Heating Vipers to assist with meal expenses during the Don Johnson Memorial Cup.

Unanimously carried.

10. In-Camera (Closed session)

- 10.1** *One item, the nature of which is regulated under section 119(1)(e) of the Municipal Government Act*

10.1.1 Moved by Councillor MacRae, seconded by Deputy Mayor Spencer to enter into an In-Camera session at 7:40 pm.

Unanimously carried.

10.1.2 Moved by Councillor Toombs, seconded by Councillor MacRae to come out of an In-Camera session at 8:21 pm.

Unanimously carried.

11. Adjournment

Moved by Councillor Toombs, seconded by Deputy Mayor Spencer to adjourn the meeting at 8:21 PM. Unanimously carried.

Geoff Baker,
CAO

Rowan Caseley,
Mayor

**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		
CAO's Report for Committee of Council - April 2023		
Item #	Project/Task	Status
1	Official Plan and Zoning Bylaw - 5 Year Review	It is anticipated that the draft Bylaw and Official Plan will be completed and ready for circulation to Town Council the week of April 24th.
2	Official Plan and Development Control Bylaw Amendment - PID No 747790-000	A public meeting has been scheduled for April 26th at 6:30 PM in the Town Hall Council Chambers. The meeting has been advertised in the County Line Courier and letters have been delivered to all property owners within a 500 ft radius of the property.
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 issued and is scheduled to close on April 27th. A parking lot survey has been completed and we anticipate the associated tender to be issued within one week. An options study is nearing completion on the installation of solar panels and we expect to receive that within the next week as well. The bottom floor window at the Seniors Centre that was damaged during Hurricane Fiona has been replaced. We are currently working with a contractor to finalize a schedule to replace the stairs and ramp at the front of the building. We expect this work to begin on Monday, April 24th. Moase Plumbing and Heating has been contracted to upgrade the ballfield washroom and to make repairs to the Vipers washroom.
4	Street Light Review	NO UPDATE The service order for the additional street lights has been created and several of the new street lights have been installed.
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	Outdoor Ice Hockey Rink/ Dog Park Lights	NO UPDATE Direction has been given to proceed with the installation of additional lights at the outdoor ice rink and a light at the Kensington Country Store Dog Park. The light at the dog park will be installed on an adjacent utility pole with an extra long arm. The lights at the outdoor ice rink have been installed.
7	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.
8	Confederation Trail Road Crossings	NO UPDATE A meeting was held with staff of the Department of Transportation on February 23, 2023 to discuss the installation of crosswalks at the Confederation Trail road crossings. The Department of Transportation has agreed to place the crosswalks as we have requested. Annually, the lighted trail crossings crosswalks will be placed in April (end of snowmobile lease of the trail) and removed in November (beginning of snowmobile lease of the trail). The Province has agreed to undertake all work on an annual basis to place and remove the crosswalks.
9	Broadway Street South Water and Sewer Main Extension Project and sidewalk installation (Broadway Street South Infrastructure Upgrades)	NO UPDATE (I don't anticipate any further updates on this project until construction recommences in the Spring of 2023) Work on this project has ceased until the Spring of 2023. There were delays in the project associated with material sourcing/procurement and hurricane Fiona. The sidewalk portion of the project will be completed in the Spring of 2023.
10	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. A contractor has been secured to replace the roof shingles which were damaged during Hurricane Fiona. We are working to finalize a schedule that will ensure the roof work is completed prior to tourist season.
11	Relocation of Town of Kensington Signs	NO UPDATE All signs have been relocated and repaired except for the Barrett Street Sign. We have are working with a property owner further south on the Kelvin Grove road to relocate the sign to their property. The sign will be relocated as soon as land issues are worked out. We are hopeful to have the sign relocated in the Spring of 2023.
12	Electric Vehicle (EV) Chargers	NO UPDATE Road markings will be completed as the weather improves, and when the Town proceeds with its 2023 parking line painting. The signage has been procured and received and will be installed by maintenance staff. The EV Chargers are now fully operational.
13	PEI ATV Federation 'Share the Road' Pilot Project Request	A memo has been circulated with the tentative agenda package requesting Committee's consideration to recommend that Town Council authorize the CAO to draft a letter of support for the Province to allow ATVs on certain roads throughout the Province.
14	Website	A meeting was held with the website developer on March 22, 2023 to review the proposed design changes to the website. Staff requested a complete re-design from what was proposed which the designer is currently working on. We are working with the designer to finalize a schedule that will see this project brought to completion.
15	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.
16	Additional Chairs for Credit Union Centre	The Town recently purchased 100 chairs from the New London Women's Institute for the Credit Union Centre.
17	Broadway Street South Sidewalk Replacement	NO UPDATE The tender for this project has been awarded to Curran and Briggs and will be completed in the Spring of 2023.
18	37 Pleasant Street	The house on the property has been turned back to the owners as recommended by Chief Sutherland.
19	Brookins Drive Multi-Unit Residential Development	The development permit was approved by Town Council subject to certain conditions. These conditions have not yet been met but we anticipate they will over the next week at which point the Development Permit can be issued and work can begin.
20	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.
21	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.
22	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.
23	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.

Item #	Project/Task	Status
24	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.
25	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.
26	2023/24 Financial Plan	The 2023/24 Financial Plan has been submitted to the Province of PEI as required under the Municipal Government Act.
27	Seniors Centre Upgrades	We have been working with the tenants of the Seniors Centre Building (Senior Surfers and Kensington North Watersheds Association) to facilitate upgrades to the building in 2023/24. The bathroom fan has been replaced on the bottom floor. The furnace and sump pump have been replaced. Existing lighting was replaced with LED lighting and new fixtures. We have applied for an additional heat pump for the building which is expected to be at no cost.
28	Water and Sewer Utility Manager	Dennis Lowther has been hired as the full time Water and Sewer Utility Manager. Dennis will start with the Town on April 24, 2023. We are extremely happy to have Dennis onboard with the Town.
29	Emergency Management Plan	An emergency management plan exercise was held on Wednesday, April 12 in partnership with the Provincial EMO Office. The exercise was attended by Senior staff, the Mayor, the Town's EMO Coordinator, The Town's Emergency Shelter Manager and a representative from the Provincial EMO Office. Tee exercise centred primarily around an extreme weather event and extended power failure situation.
30	Kensington Vipers Meal Sponsorship	The \$600.00 donation to the Kensington Vipers to cover the cost of one meal while they compete in the Don Johnson Cup was made as directed by Town Council.
31	2023 Queer Ride and Meet Up Donation	The \$360.00 donation to the 2023 PEI Queer Ride and Meet Up was made as directed by Town Council.
32	KISH Relay for Life Donation	the organizers of the 2023 KISH Relay for Life have been advised of Town Council's approval of their \$1000 donation. The donation will be formally made by Mayor Caseley the day of the Relay for Life.

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										6	20.69%
Motor Vehicle Accident	4	2	1										7	24.14%
Emergency Response - Fuel Spill, etc	0	0	0										0	0.00%
Fire Related														
Smoke Investigation	1	1	0										2	7%
Outside Fire - Brush, Grass, Utility Pole, etc.	0	0	1										1	3%
Structure Fire - House, Building, Vehicle, etc.	0	0	5										5	17%
Alarms	4	3	1										8	28%
Total Fire Related	5	4	7	0	0	0	0	0	0	0	0	0	16	
Total Incidents	12	7	10	0	0	0	0	0	0	0	0	0	29	
Mutual Aid Call Out													0	0%
Total Incidents (Including Mutual Aid Provided by KFD)	12	7	10	0	0	0	0	0	0	0	0	0	29	100%
Mutual Aid Call in														
Firefighter Attendance	12	12	15											13
Regular Monthly Training - No. of Firefighters	24	18	22											21
Training School/Association Meeting/Department Meeting	21	19	23											21
Call Area														
Kensington	1	3	4										8	27.59%
Malpeque CIC	3	1	1										5	17.24%
Zone's 1 to 5	8	3	5										16	55.17%
Other													0	0.00%

MARCH 2023

The Kensington Fire Department responded to **10** calls during the month of March and the average attendance for the fire calls was **15**. Following is the breakdown of calls:

Date	Call Details	Location	# Firefighters	# Trucks
Mar. 2 18:43 pm	brush fire	Traveller's Rest	13	3
Mar. 7 23:24 pm	Shed on fire	Kensington	23	5
Mar. 10 14:27 pm	vehicle fire	Rte. 2 Kensington	14	3
Mar. 15 0927 am	shed on fire	New Annan	16	4
Mar. 15 22:18 pm	MFR	Kensington	10	1
Mar. 16 19:33 pm	vehicle fire	Indian River	13	3
Mar. 18 22:21 pm	MFR	Clermont Rd.	11	1
Mar. 24 17:23 pm	single vehicle MVC	Rte 2 Kensington	15	2
Mar. 25 19:45 pm	Residential Fire Alarm	Traveller's Rest	15	stand down at hall
Mar. 31 20:58 pm	flue fire	Norboro	16	4

March 7 - Association meeting with 23 present.

March 14 - Chief Rodney Hickey, Deputy Chief Jason Paynter and retired Deputy Chief Alan MacLeod attended a Town Council meeting for a presentation.

March 21 - Training held with 22 present.

March 31 - Chief Rodney Hickey and firefighters Josh Gill, David Gallant and Donnie MacKenzie attended the funeral for former Cavendish Farms fire chief and Crapaud firefighter David Walsh.

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										6	3.85%
Abandon Vehicle			1										1	0.64%
Abduction													0	0.00%
Alarms	3		3										6	3.85%
Animal Calls	2		2										4	2.56%
Arson													0	0.00%
Assault PO													0	0.00%
Assault with Weapon													0	0.00%
Assaults (Level 1)	2												2	1.28%
Assistance Calls	1	5	1										7	4.49%
Bank Runs	2												2	1.28%
Breach of Peace		1											1	0.64%
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	1.28%
Carry concealed weapon													0	0.00%
Child Pornography													0	0.00%
Child Welfare	1	1											2	1.28%
Coroner's Act													0	0.00%
Crime Prevention													0	0.00%
Criminal Harassment													0	0.00%
Dangerous Driving	2	3											5	3.21%
Disturbing the Peace	1												1	0.64%
Dog Act													0	0.00%
Driving while disqualified													0	0.00%
Drug Charges			1										1	0.64%
Excise Act													0	0.00%
Fail to Comply Probation		1											1	0.64%
Fail to comply undertaking	1		1										2	1.28%
Fail to remain at scene of accident													0	0.00%
Family Relations Act	5												5	3.21%
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	0.64%
Firearm Act			1										1	0.64%
Forcible confinement													0	0.00%
Fraud		1	2										3	1.92%
Funeral Escorts	2		2										4	2.56%
Harrassing Communication	1	1											2	1.28%
Impaired Driver		1											1	0.64%
Information Files	2	1											3	1.92%
Injury Accidents													0	0.00%
Liquor Offences													0	0.00%
Litter Act													0	0.00%
Lost and Found	3		1										4	2.56%
Luring Minors													0	0.00%
Mental Health Act	1												1	0.64%
Mischief	1	5											6	3.85%
Motor Vehicle Accidents	2	2	1										5	3.21%
Motor Vehicle Act	2	7	5										14	8.97%
Municipal Bylaws			3										3	1.92%
Off Road Vehicle Act													0	0.00%
Other Criminal Code			1										1	0.64%
Person Reported Missing	1												1	0.64%
Possession of restricted weapon													0	0.00%
Property Check	2		2										4	2.56%
Resist Arrest													0	0.00%
Roadside Suspensions													0	0.00%
Robbery													0	0.00%
Sexual Assaults / Interference	1												1	0.64%
STEP (Integrated Traffic Enforcement)													0	0.00%
Sudden Death													0	0.00%
Suspicious Persons / Vehicle	2	5	3										10	6.41%
Theft Of Motor Vehicle	2	1											3	1.92%
Theft Over \$5000													0	0.00%
Theft Under \$5000	3	8											11	7.05%

Police Report March 2023

There are three alarm calls to report for this month.

Mar 12th @ 1158hrs – Credit Union, member did not attend.

Mar 15th @ 0025hrs – Greco, member attended.

Mar 21st @ 1815hrs – Firehall, member attended.

Assistance file for the month consisted of:

Assist Summerside Police Department with locating a MHA person

Mar 6 assist RCMP with impaired driver

Mar 11 assist RCMP with vehicle stop

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
New Multi-unit Family Dwelling				1									1
New Residential Accessory Structure				1									1
Renovation Commercial			2										2
Renovation Single Family Dwelling		2	1										3
Total:		2	1										7

Total Estimated Construction Value
\$2,150,000.00
\$1,000.00
\$130,000.00
\$498,000.00
\$2,779,000.00

DEVELOPMENT PERMITS REPORT

For the period April 07, 2023 to May 04, 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							
Multi-unit Family Dwelling										
07-23	04/25/2023	77271	M&S Rentals Inc - PO [REDACTED]	[REDACTED]	Approved	New	Multi-unit Family Dwelling	\$2,150,000.00	05/20/2023	11/24/2023
			1, 3, 5 Valley Lane				Description: Construction of 3, 6-unit residential buildings			
								Sub Total: \$2,150,000.00		
Residential Accessory Structure										
06-23	04/18/2023	681601	M.L Development - [REDACTED]	[REDACTED]	Approved	New	Residential Accessory Structure	\$1,000.00	04/24/2023	04/24/2023
			23 Sunset Drive				Description: Placement of pre-fab accessory structure			
								Sub Total: \$1,000.00		
								Total: \$2,151,000.00		



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 #:	06-23
Date Received:	April 18/23
Date Approved:	April 18/23
PEI Planning:	
Permit Fee: \$	100.00 <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 23 Sunset Drive Property Tax Number (PID): 681601
 Lot No.: _____ Subdivision Name _____ Current Zoning: R2
 Are there any existing structures on the property?: No Yes, please describe:
One accessory structure
 Land Purchased from ?? Year Purchased 1984

Location of Development	Property Size	
<input type="checkbox"/> North <input type="checkbox"/> East <input type="checkbox"/> South <input type="checkbox"/> West	Road Frontage <u>114</u>	Acreage _____
	Property Depth <u>108</u>	Area sq. ft. _____

2. Contact Information

Name: M. L. Development Inc Address: _____
 APPLICANT Phone: _____ Cell: _____
 Email: _____ Postal Code: C0B 1M0

Same as Above: Name: Rowan Caseley Address: _____
 OWNER Phone: _____ Cell: _____
 Email: _____ Postal Code: C0B 1M0

Name: Logan Graham Address: _____
 CONTRACTOR, ARCHITECT OR ENGINEER Phone: _____ Cell: _____
 Email: _____ Postal Code: C0B 1M0

3. Infrastructure Components

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

4. Development Description

New Building Renovate Existing Addition Demolition Other Storage Shed

<input type="checkbox"/> Single Family (R1)	<input type="checkbox"/> Commercial (C1)	<input type="checkbox"/> Public Serv./Institution (PSI)	<input type="checkbox"/> Other
<input checked="" 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"/> Slab <input type="checkbox"/> Pier <input type="checkbox"/> Other	<input type="checkbox"/> Vinyl Siding <input type="checkbox"/> Wood Shingles <input checked="" type="checkbox"/> Steel <input type="checkbox"/> Other	<input type="checkbox"/> Asphalt <input checked="" type="checkbox"/> Steel <input type="checkbox"/> Other	<input type="checkbox"/> Brick <input type="checkbox"/> Prefab <input type="checkbox"/> Other

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

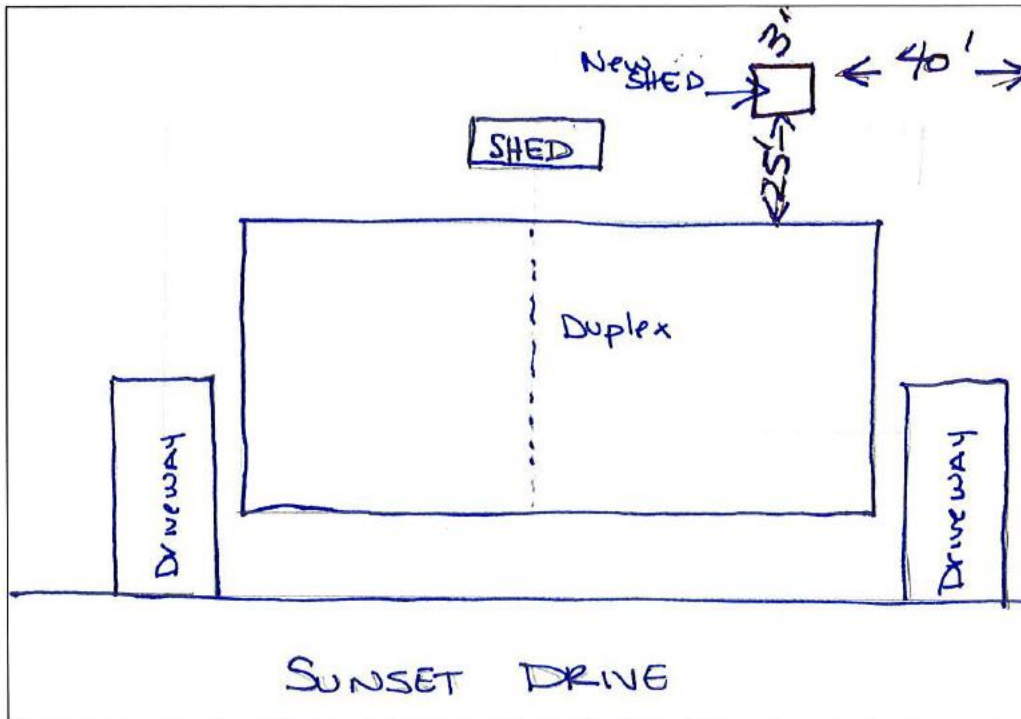
Detailed Project Description: Install prefab storage shed 10' X 10'

Estimated Value of Construction (not including land cost): 1000

Projected Start Date: April 24, 2023 Projected Date of Completion: April 24, 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

Signature of Applicant

Date:

April 18/23



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 #:	07-23
Date Received:	
Date Approved:	April 25/23
PEI Planning:	April 25/23
Permit Fee: \$	200.00 <input type="checkbox"/> Paid

* Driveway Conditional

Mun Report: April 24/23

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: ^{A-F} 1,3,5 VALLEY LANE Property Tax Number (PID): P/O 77271

Lot No.: _____ Subdivision Name _____ Current Zoning: R3

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

Land Purchased from Pam James Year Purchased 2020

Location of Development	Property Size	
<input checked="" type="checkbox"/> North <input type="checkbox"/> East	Road Frontage _____	Acreage 2.7 acres
<input type="checkbox"/> South <input type="checkbox"/> West	Property Depth _____	Area sq. ft. _____

2. Contact Information

Name: M+S Rentals Inc Address: [Redacted]

APPLICANT Phone: _____ Cell: [Redacted]

Email: [Redacted] Postal Code: C0B 1M0

Same as Above: Name: Sheldon Stewart / Mike James Address: Same as above

OWNER Phone: _____ Cell: _____

Email: _____ Postal Code: _____

CONTRACTOR, ARCHITECT OR ENGINEER Name: Bellevue Construction Address: _____

Phone: _____ Cell: [Redacted]

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

Type of Foundation	External Wall Finish	Roof Material	Chimney
<input checked="" type="checkbox"/> Poured Concrete	<input checked="" type="checkbox"/> Vinyl Siding	<input checked="" type="checkbox"/> Asphalt	<input type="checkbox"/> Brick
<input checked="" 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		<input checked="" type="checkbox"/> none

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
1	30	18	Width 32 Length 164 each

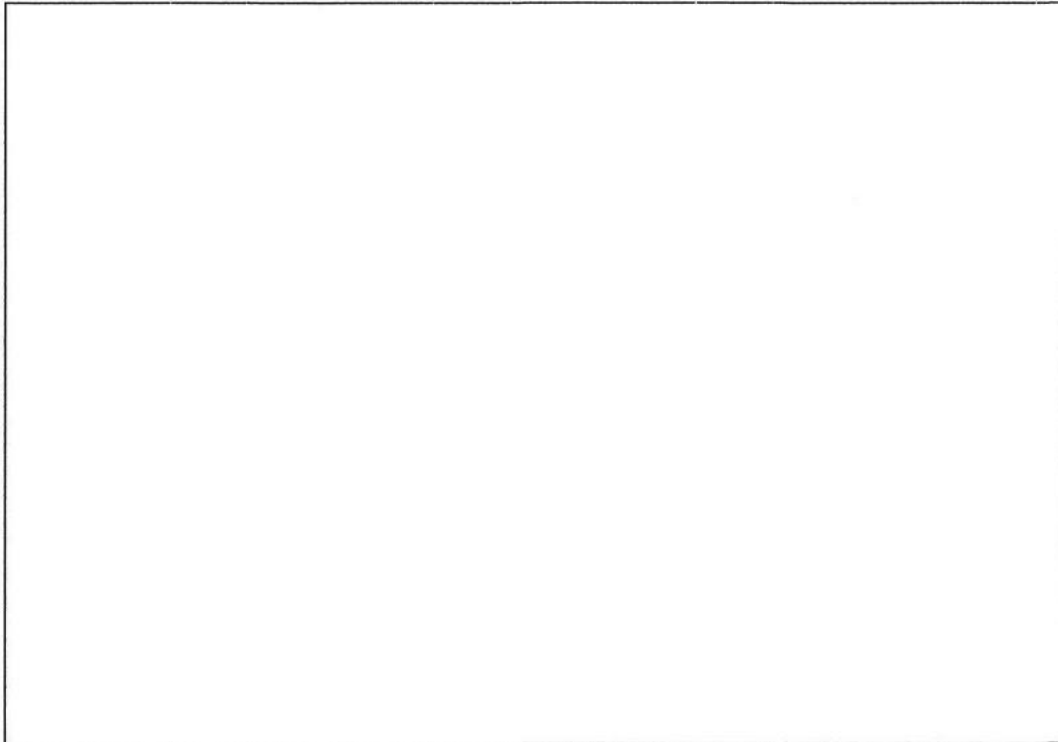
Detailed Project Description: Constructing 3 6 unit buildings
as per plan attached.

Estimated Value of Construction (not including land cost): 2,150,000

Projected Start Date: May 20/23 Projected Date of Completion: November 20/23

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.



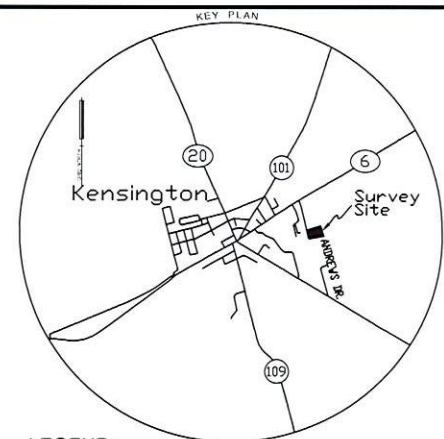
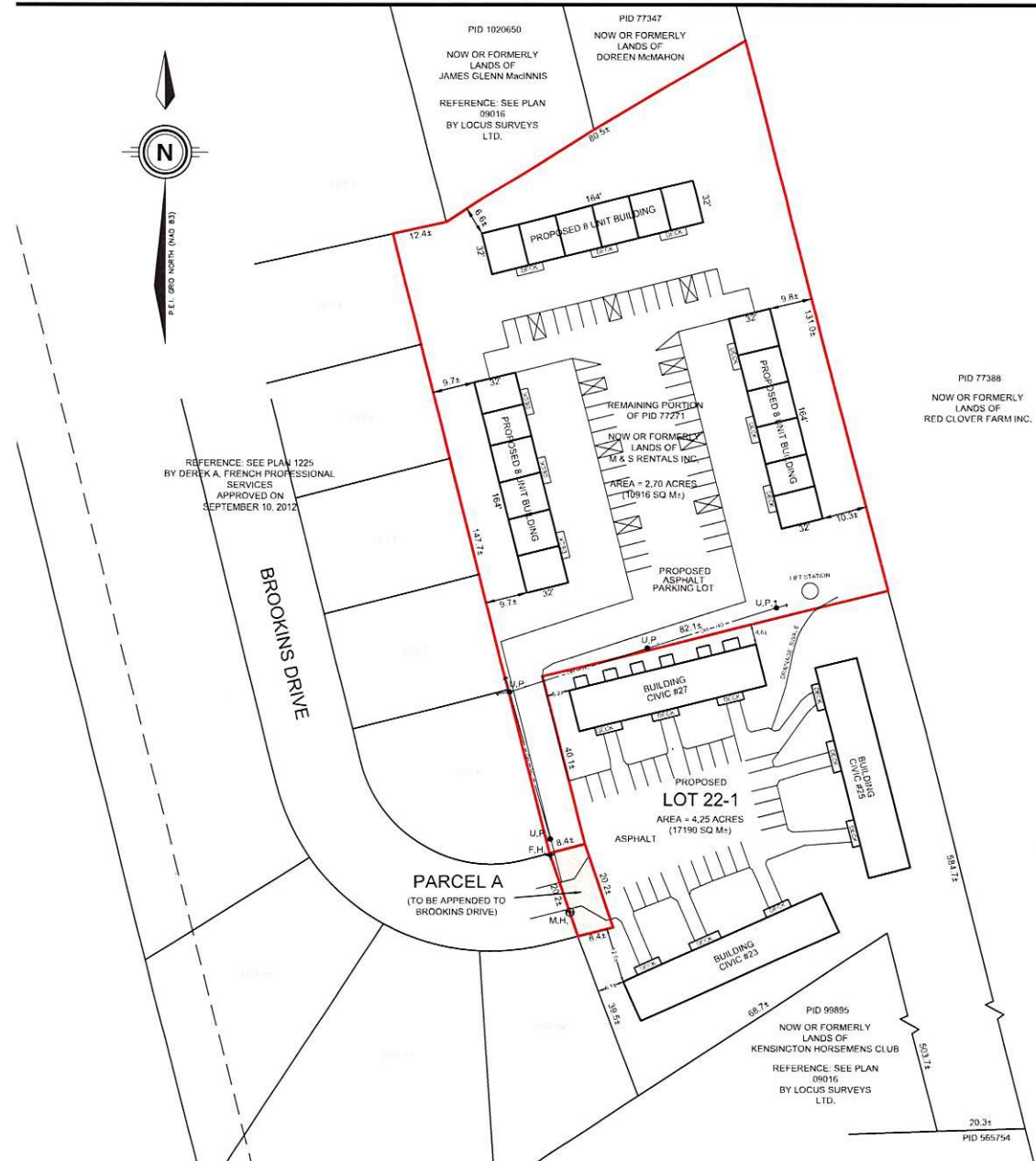
I DO SOLEMNLY DECLARE & CERTIFY:

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.

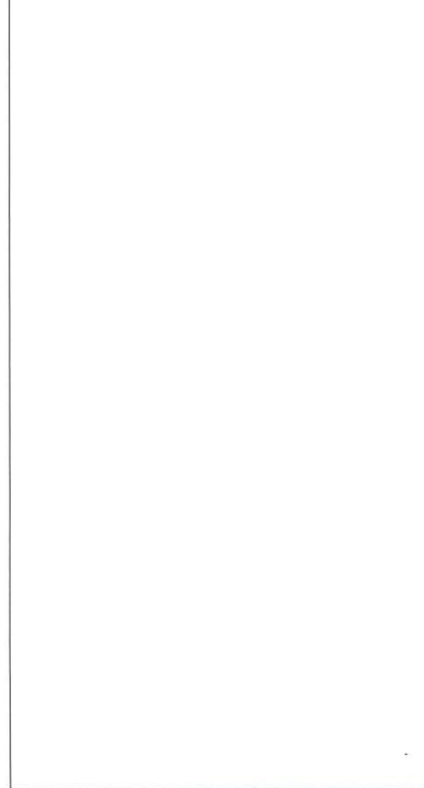
Further, I realize that the payment of monies for this application does not constitute approval of a permit nor approval to commence any part of the development.

Signature of Applicant

Date: December 6/23



APPROVAL STAMP



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

- NOTES:**
- FIELD SURVEYS WERE CARRIED OUT ON NOVEMBER 30, 2022.
- THIS PLAN IS METRIC AND ALL DISTANCES ARE IN METRES UNLESS OTHERWISE SPECIFIED.
- DIRECTIONS ARE AZIMUTHS REFERENCED TO GRID NORTH.
- COORDINATES SHOWN HEREON ARE DERIVED FROM OBSERVATIONS TO LOCAL PEI CONTROL MONUMENTS. PLANE COORDINATES PUBLISHED THEREON ARE REALIZED FROM A DOUBLE STEREOGRAPHIC PROJECTION REFERENCED TO A CANADIAN SPATIAL REFERENCE SYSTEM, NAD83 (CSRS).
- THE DESIGNATOR, LOT 22-1 ORIGINATES WITH THIS DRAWING.
- PRELIMINARY APPROVAL IS REQUESTED FOR LOT 22-1.

LOCUS SURVEYS LTD.
16 PARK ROAD
P.O. BOX 35
KENSINGTON, P.E.I.
C0B 2W0
PHONE 902-836-3623

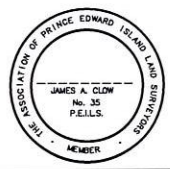
Site Plan Showing
Proposed Layout of
3 - 6 Unit Buildings on
Lands of
M & S RENTALS INC.

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

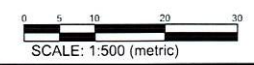
SURVEYOR'S CERTIFICATE

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

DATED THIS 8TH DAY OF DECEMBER, 2022.



DRAFT



DATE: DECEMBER 8, 2022
DWG NO: 21165-K01
DRAWN BY: JAC

Town of Kensington Bills List March 2023

Amalgamated Dairies Limited	4923083016	\$58.42
Amalgamated Dairies Limited	4923087008	\$36.51
Amalgamated Dairies Limited	4923062015	\$36.51
Amalgamated Dairies Limited	4923070010	\$58.42
Amalgamated Dairies Limited	4923076014	\$58.42
ADL Foods	3-82944	\$120.38
ADL Foods	2518503 P	\$144.65
ADL Foods	2518250 P	\$1,346.20
ADL Foods	2516372 P	\$833.72
ADL Foods	2516578 P	\$1,305.36
ADL Foods	2516907 P	\$678.59
ADL Foods	2517455 P	\$800.17
ADL Foods	2517680 P	\$1,584.83
Aliant	9568075	\$30.48
Aliant	9566605	\$378.00
Atlantic Mayors' Congress	ANNUAL FEE 2023	\$750.00
Bev Semple	FEB 2023 CROSSWALK	\$60.00
Black & McDonald Limited	ICE PLANT REFRIGERANT	\$11,086.00
Black & McDonald Limited	ICE PLANT COMPRESSOR REPAIR	\$641.70
Black & McDonald Limited	ICE PLANT COMPRESSOR SEAL	\$5,166.15
Black Cultural Society of PEI	PAN-AFRICAN FLAG	\$118.15
Brenda Perry	MARCH 2023 RRSP	\$319.92
C & M Inc.	FIRE MFR COURSE	\$1,207.50
CIBC Securities Inc	MARCH 2023 RRSP	\$421.76
Combat Computer Inc	95974 MICROSOFT OFFICE 365 RENEWAL	\$2,704.78
Combat Computer Inc	95635 COPIES	\$176.92
Combat Computer Inc	959916 CUC KEY FOBS	\$575.00
Combat Computer Inc	95977 MICROSOFT OFFICE 365 RENEWAL	\$1,876.80
Combat Computer Inc	959914 POLICE WIRELESS IN VEHICLE	\$146.63
Combat Computer Inc	96107 SMART BULBS FOR TOWN HALL	\$2,477.59
Commercial Construction	MARCH 2023 SNOW REMOVAL	\$8,533.00
Community Safety Net	2023 SPONSORSHIP	\$736.00

Credit Union Financial Management	MARCH 2023 RRSP	\$829.72
PEI Crime Stoppers	2023 DONATION	\$300.00
Canadian Union of Public Employees	MARCH 2023 UNION DUE	\$651.94
Eastlink	19669966	\$23.69
Eastlink	19669745	\$124.31
Eastlink	19669264	\$909.04
Eastlink	19710359	\$168.94
Eastlink	19722906	\$118.38
Elizabeth Hubley	MARCH 2023 RENT	\$805.00
FCM	ANNUAL MEMBERSHIP	\$693.09
Frito Lay Canada	43549829	\$245.54
Frito Lay Canada	43549980	\$158.61
Frito Lay Canada	43549685	\$239.44
G Cy's Welding Manufacturing	BOBCAT WELD REPAIR	\$529.00
Geoff Baker	MAR 2023 MILEAGE	\$350.87
Irving Oil	934657	\$225.03
Irving Oil	433977	\$304.15
Irving Oil	331305	\$360.69
Irving Oil	934256	\$813.05
Irving Oil	626329	\$253.43
Irving Oil	246035	\$586.74
Irving Oil	27205	\$419.37
Irving Oil	123697	\$274.95
Irving Oil	827357	\$235.28
Irving Oil	724945	\$137.09
Irving Oil	821859	\$226.73
Irving Oil	725156	\$325.77
Irving Oil	21602	\$228.64
Irving Oil	441868	\$201.48
Irving Oil	244282	\$386.81
Irving Oil	629755	\$114.61
Irving Oil	550789	\$808.44
Irving Oil	930140	\$432.61
Irving Oil	735142	\$289.58

Irving Oil	722626	\$152.38
Irving Oil	34904830	\$446.60
Irving Oil	34931994	\$801.07
Irving Oil	34939178	\$327.69
Irving Oil	34945986	\$62.44
Irving Oil	34952999	\$449.85
Island First Aid Service	TOWN HALL KIT RESTOCK	\$298.86
Island First Aid Service	CUC KIT RESTOCK	\$96.51
Island First Aid Service	SENIOR CENTER KIT RESTOCK	\$28.75
Island Petroleum	00205221999740	\$892.57
Island Petroleum	00205221999731	\$498.69
Island Petroleum	00205221999739	\$268.62
Island Petroleum	00205221999734	\$514.68
Island Petroleum	00205221999737	\$615.74
Island Petroleum	00205221999735	\$615.67
Island Petroleum	00205221999753	\$721.01
Island Petroleum	00205221999732	\$453.14
Island Petroleum	00205221999738	\$444.42
Island Petroleum	00205221999736	\$441.69
Jack Spencer	FEB 2023 CROSSWALK	\$60.00
Jamie Perry	FEB 2023 CROSSWALK	\$100.00
Jordan Fulford	DRONE COURSE 2023	\$20.00
Kays Wholesale	590694	\$675.20
Kays Wholesale	591867	\$276.78
Kays Wholesale	587126	\$760.82
Kays Wholesale	589571	\$536.50
KELLY'S KLEANIN'	FITPLEX FEB 2023	\$480.00
Kensington Metal Products Inc.	BLOWER SHOE REPAIR	\$105.46
Kent Building Supplies	3002472794	\$56.34
Kent Building Supplies	3002475763	\$32.19
Kent Building Supplies	3002502613	\$47.67
Kent Building Supplies	CUC FITPLEX CEILING PANELS	\$175.00
Kensington Intermediate Senior High School	KISH HOCKEY DONATION	\$1,000.00
K'Town Auto Parts	GREASE GUN PUBLIC WORKS	\$70.20

K'Town Auto Parts	55434/5	\$100.60
Kensington & Area Chamber of Commerce	ANNUAL SPONSORSHIP	\$3,500.00
Landon Yuill	MAR 2023 MEALS	\$150.00
Langille Sharpening Service Inc	BLADE SHARPENING	\$345.00
Lewis Sutherland	MARCH 2023 RRSP	\$713.40
Maritime Electric	SPEED RADAR MAR 23	\$110.70
Maritime Electric	CAR CHARGER MAR 23	\$154.99
Maritime Electric	POLICE CAMERAS MAR23	\$13.42
Maritime Electric	PW SHOP MAR 2023	\$345.41
Maritime Electric	CUC BALLFIELD MAR 23	\$28.26
Maritime Electric	CUC RINK MAR 2023	\$10,438.87
Maritime Electric	CUC SIGN MAR 2023	\$28.90
Maritime Electric	SENIOR CNT MAR 2023	\$535.61
Maritime Electric	TOWN HALL MAR 2023	\$1,375.48
Maritime Electric	LIBRARY MARCH 2023	\$250.73
Maritime Electric	TRAIN STN MARCH 2023	\$1,092.03
Maritime Electric	ART CO-OP MARCH 2023	\$590.27
Maritime Electric	FIRE HALL MARCH 2023	\$415.77
Maritime Electric	STREET LIGHTS MAR 23	\$2,962.33
Mary's Bake Shoppe	LEWIS BDAY CAKE	\$26.50
Mary's Bake Shoppe	POL CHRISTMAS SWEETS	\$40.00
Mary's Bake Shoppe	LES' BIRTHDAY PIES	\$28.00
Mary's Bake Shoppe	JIMS BIRTHDAY	\$28.00
Mary's Bake Shoppe	TORCH RELAY TREATS	\$65.95
Malpeque Bay Credit Union	MARCH 2023 RRSP	\$1,581.30
Medacom Atlantic Inc	FIRE ANSWERING SERVICE MAR 23	\$261.63
Minister of Finance	RCMP AGREEMENT 03/23	\$6,000.00
MJS Marketing & Promotions	FARMING PEI AD 2023	\$373.75
Orkin Canada	PUBLIC WORKS SHOP MARCH 23	\$105.46
Orkin Canada	TOWN HALL MARCH 23	\$53.02
Orkin Canada	FIRE HALL MARCH 23	\$31.05
PEI Association of Chiefs of Police	2023 MEMBERSHIP DUES	\$200.00
PEI Firefighters Association	MFCA - 2023 DUES	\$1,082.00
PEI Firefighters Association	HMA COURSE	\$272.84

Pepsico	28214114	\$1,403.64
Pepsico	28673464	\$1,000.65
Petty Cash	MARCH 2023	\$673.10
Provincial Auto Parts Ltd	FIRE CHAINSAWS	\$1,437.50
Robert Wood	MARCH 2023 MILEAGE	\$245.70
Rowan Caseley	MARCH 31, 2023	\$163.85
Mikes Independent	015052	\$44.30
Mikes Independent	016855	\$10.44
Mikes Independent	019227	\$6.89
Mikes Independent	014597	\$19.96
Mikes Independent	038166	\$58.34
Scotia Securities	MARCH 2023 RRSP	\$1,500.66
Scotiabank Visa	ZOOM MAR 2023	\$23.00
Scotiabank Visa	BYLAW MEETING LUNCH	\$107.62
Scotiabank Visa	WALSH MEMORIAL	\$50.00
Scotiabank Visa	KIDS HELP PH MAR 23	\$50.00
Scotiabank Visa	CUC RINK SOUND REPAIR	\$172.50
Scotiabank Visa	FEB 15, 23 MEETING	\$63.02
Scotiabank Visa	DOG WASTE CANS	\$1,195.06
Scotiabank Visa	ROSS'S PLACE PLANTER BOXES	\$2,023.92
Scotiabank Visa	ROSS'S PLACE PLANTER BOXES	\$4,109.85
Spring Valley Building Centre Ltd	K49047	\$91.84
Spring Valley Building Centre Ltd	236226	\$91.84
Spring Valley Building Centre Ltd	236311	\$45.92
Spring Valley Building Centre Ltd	K40007	\$163.88
Spring Valley Building Centre Ltd	K36042	\$137.76
Spring Valley Building Centre Ltd	36397	\$137.76
Staples	OFFICE SUPPLIES	\$74.74
Staples	OFFICE SUPPLIES	\$190.74
Staples	OFFICE SUPPLIES	\$1,230.60
Staples	OFFICE SUPPLIES	\$96.58
Suncor Energy Products Partnership	FEBRUARY 2023	\$1,133.69
GFL Environmental Services Inc	TOWN HALL GARBAGE DISPOSAL	\$317.33
GFL Environmental Services Inc	CUC RINK GARBAGE DISPOSAL	\$353.56

GFL Environmental Services Inc	PUBLIC WORKS GARBAGE DISPOSAL	\$282.56
GFL Environmental Services Inc	EVK POOL GARBAGE FEE	\$5.75
GFL Environmental Services Inc	FIRE HALL GARBAGE DISPOSAL	\$124.61
T & K Fire Safety Equipment Ltd	FIRE EQUIPMENT INSPECTION	\$949.90
T & K Fire Safety Equipment Ltd	FIRE - SURVEYOR VESTS	\$1,964.20
T & K Fire Safety Equipment Ltd	FIRE- HELMET / UNIFORM	\$928.28
T & K Fire Safety Equipment Ltd	TOWN HALL SERVICE / INSPECTION	\$384.50
Telus	FEBRUARY 2023	\$2,593.93
Kensington United Church	MARCH 9, 2023	\$500.00
Vail's Fabric Services Ltd	TOWN HALL MATS	\$215.46
Wendy MacKinnon	2023 MILEAGE	\$294.46
Subtotal		\$129,738.28
Payroll		\$116,355.72
Total Bills and Payroll		\$246,094.00

W&S Bills List March 2023

Aliant	9567810	\$201.67
Aliant	INV9539767	\$152.26
Capital "T" Electric	LAGOON THERMOSTATS	\$230.00
East Coast Plumbing and Heating	IMPERIAL STREET REPAIR	\$1,357.00
Kensington Country Store	CHLORINE	\$454.99
Kensington Country Store	02810200802	\$7.42
Kensington Septic Service	JETTER TRUCK FOR IMPERIAL ST	\$690.00
Maritime Electric	SEWER PUMP MAR 2023	\$83.98
Maritime Electric	SEWER LIFT MAR 2023	\$163.38
Maritime Electric	WELL #3 MARCH 2023	\$679.56
Maritime Electric	PUMP WEST#1 MAR 23	\$649.87
Maritime Electric	PUMP CNT BLDG MAR23	\$277.41
Maritime Electric	PUMP EAST #2 MAR 23	\$245.57
Maritime Electric	WATER TOWER MAR 2023	\$143.37
Maritime Electric	SEWER TREAT MAR 2023	\$3,029.64
Maritime Electric	LIFT STATION MAR 23	\$256.98
Minister of Finance	WATER ANALYSIS	\$805.00
MPWWA	2023 MPWWA SEMINAR	\$517.50
Ryan MacLean	TURBINE SERVICE	\$500.00
UPS Canada	CUSTOMS FEES	\$7.82
WSP Canada Inc	1193757 FLYGT CLOUD LAGOON	\$115.00
Xylem Canada LP	LAGOON SENSOR CABLE	\$493.95
Xylem Canada LP	LAGOON SENSOR	\$477.25
Total W&S Bills		\$11,539.62

Town of Kensington Capital Bills List March 2023

Combat Computer Inc	POLICE PHONE LOGGER	\$4,479.25
Johnson Health Technologies	9003373452 FITPLEX EQUIPMENT	\$14,340.50
Mid Isle Electric	12304 LED LIGHTS SENIOR CNT	\$9,729.00
Sansom Equipment Ltd	LAGOON PUMP REPLACEMENT	\$3,286.16
Welmar Recreational Products Inc	14049 CUC HOCKEY BOARDS	\$62,025.00
WSP Canada Inc	1194955 CUC UPGRADES 2023	\$4,065.25
Total Capital		<hr/> \$97,925.16 <hr/>

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

GENERAL REVENUE	Current Month			Year to Date			Annual Budget	% Full Year
	Actual	Budget	Variance	Actual	YTD Budget	Variance		
General Revenues	\$155,453.74	\$93,503.00	\$61,950.74	\$1,663,709.88	\$1,420,136.00	\$243,573.88	\$1,420,136.00	117%
Police Service	\$14,397.47	\$27,638.00	-\$13,240.53	\$318,733.53	\$339,618.00	-\$20,884.47	\$339,618.00	94%
Town Hall Rent	\$8,560.85	\$8,500.00	\$60.85	\$107,865.64	\$105,800.00	\$2,065.64	\$105,800.00	102%
Recreation	\$0.00	\$0.00	\$0.00	\$2,210.00	\$4,500.00	-\$2,290.00	\$4,500.00	49%
Sales of Service	\$30,071.35	\$34,125.00	-\$4,053.65	\$347,096.27	\$412,700.00	-\$65,603.73	\$412,700.00	84%
Subtotal Revenue	\$208,483.41	\$163,766.00	\$44,717.41	\$2,439,615.32	\$2,282,754.00	\$156,861.32	\$2,282,754.00	107%
GENERAL EXPENSES								
Town Hall	\$12,043.74	\$12,508.00	-\$464.26	\$190,287.23	\$155,930.00	\$34,357.23	\$155,930.00	122%
General Town	\$38,861.53	\$34,641.00	\$4,220.53	\$606,358.49	\$601,802.00	\$4,556.49	\$601,802.00	101%
Police Department	\$57,829.58	\$52,962.00	\$4,867.58	\$649,119.97	\$612,005.00	\$37,114.97	\$612,005.00	106%
Public Works	\$35,367.51	\$33,988.00	\$1,379.51	\$420,003.91	\$439,805.00	-\$19,801.09	\$439,805.00	95%
Train Station	\$4,305.12	\$5,225.00	-\$919.88	\$58,047.01	\$60,290.00	-\$2,242.99	\$60,290.00	96%
Recreation & Park	\$9,764.48	\$3,145.00	\$6,619.48	\$127,166.36	\$106,905.00	\$20,261.36	\$106,905.00	119%
Sales of Service	\$13,890.16	\$16,555.00	-\$2,664.84	\$162,670.43	\$207,619.00	-\$44,948.57	\$207,619.00	78%
Subtotal Expenses	\$172,062.12	\$159,024.00	\$13,038.12	\$2,213,653.40	\$2,184,356.00	\$29,297.40	\$2,184,356.00	103%
Net Income (Deficit)	\$36,421.29	\$4,742.00	\$31,679.29	\$225,961.92	\$98,398.00	\$127,563.92		
Credit Union Centre								
Credit Union Centre Revenue	\$63,841.84	\$46,250.00	\$17,591.84	\$449,136.57	\$395,000.00	\$54,136.57	\$395,000.00	114%
Credit Union Centre Expenses	\$65,074.07	\$43,786.00	\$21,288.07	\$536,022.90	\$386,958.00	\$149,064.90	\$386,958.00	139%
Net Income (Deficit)	-\$1,232.23	\$2,464.00	-\$3,696.23	-\$86,886.33	\$8,042.00	-\$94,928.33		
Fire Department								
Fire Revenues	\$23,557.00	\$23,557.00	\$0.00	\$312,684.00	\$282,684.00	\$30,000.00	\$282,684.00	111%
Fire Department Expenses	\$32,884.16	\$24,656.00	\$8,228.16	\$358,347.10	\$313,322.00	\$45,025.10	\$313,322.00	114%
Net Income (Deficit)	-\$9,327.16	-\$1,099.00	-\$8,228.16	-\$45,663.10	-\$30,638.00	-\$15,025.10		
Consolidated Net Income (Deficit)	\$25,861.90	\$6,107.00	\$19,754.90	\$93,412.49	\$75,802.00	\$17,610.49		
							\$75,802.00	
Water and Sewer Utility								
Water & Sewer Revenue	\$61,112.00	\$59,065.00	\$2,047.00	\$687,683.14	\$687,180.00	\$503.14	\$687,180.00	100%
Water & Sewer Expenses	\$72,215.46	\$60,134.00	\$12,081.46	\$855,554.76	\$743,308.00	\$112,246.76	\$743,308.00	115%
Water & Sewer Net Income (Deficit)	-\$11,103.46	-\$1,069.00	-\$10,034.46	-\$167,871.62	-\$56,128.00	-\$111,743.62		

TOWN OF KENSINGTON – MEMORANDUM

TO: MAYOR AND TOWN COUNCIL, CAO

FROM: ROBERT WOOD, CUC MANAGER

DATE: MARCH 2023

SUBJECT: MARCH 2023 - CREDIT UNION CENTRE REPORT

ATTACHMENT: STATISTICAL REPORT

March 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
- A part-time janitorial staff has been hired on a ten week program as well as, a contract cleaner for two days a week
- 2 pieces of equipment have been ordered under the RGI program and arrived March 15,2023

Arena

- CUC hosted the KAFSC season ending ice show, U9 hockey jamboree, Kensington Wild - 2 Playoff Games, Kensington Granites - 5 Games and Kensington Vipers - 3 Games in March as well as, U13 AAA and U11A Provincial finals.
- In March, CUC Offered Pre-school skating, adult skating, Board Hockey for Oldtimers and family skates which were sponsored by Monaghan Farms and Knights of Columbus.
- Mardi Gras (Recreation) Tournament will also be the end of March into first of April.
- Arena will be closed for this season April 12th at the latest depending on the Vipers Playoff series.

- In April CUC will host High School Hockey tournament, Shane Cormier Memorial U 15 hockey tournament , Kensington Wild ID Camp and Granites and Vipers Playoff games.
- The arena boards will be removed in April and replacement finished by June 30,2023.

Kensington Cash Draw

March 9	186.00
March 16	180.00
March 23	178.00
March 30	178.00
Total	722.00

Ball Fields

- Danny Hughes Memorial Tournament is Booked for July 21st – 23rd ,2023.
- The Men’s Eastern Canadians tournament has been booked for Kensington this fall by Softball PEI September 8th – 10th.
- Dugouts will be constructed as soon as ground is dry enough to have machinery brought in.

Senior Center

- Led Lights have been installed and replaced all the existing lights on both levels.
- Electric boiler replaced oil fired furnace in March.

Tennis \ Pickleball Courts KISH

- Nets and wind break will be installed the week of April 24, 2023.

Upcoming Events

- Aaron Doyle Mardi Gras Tournament March 31-April 2,2023.

- KISH High School Hockey Tournament April 2 - 6, 2023
- Shane Cormier Memorial April 7-9, 2023
- Kensington Wild Id Camp
- Canada Day Ceremony July 1, 2023
- 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

May 8, 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 Council for decisions.

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

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

Emergency Measurers Operation (EMO) Tabletop Exercise – As part of the Town's Emergency Measures Plan, we are required to have a tabletop exercise annually. This exercise was conducted by a Provincial EMO officer. I attended along with Mr. Baker and his key management staff, Fire Chief Rodney Hickey, Emergency Shelter Manager Claire Caseley Smith and our EMO Coordinator Pat Kelly. Since Fiona was a recent event when we had to handle an emergency, this became part of the evaluation and helped everyone to better understand the issues that can occur during an emergency. In addition to learning what to do in an emergency, we also identified areas where improvements can be made. One thing that became clear during Fiona was while most Kensington residents became self-sufficient within a short period of time, those in outlying areas were not so fortunate. The issue was the ability for the Town of Kensington to be able to provide for these areas during an emergency. Providing the facility is the easy part. Providing the resources and staff becomes a larger issue.



We understand the province is also looking at developing guidelines or requirements for Shelters and what they might be able to provide to assist municipalities like the Town of Kensington during events like this.

Kensington and Area Chamber of Commerce Casino Night – As this was our first year as title sponsor for the Chamber Casino Night, it was my pleasure to attend the Kensington and Area Chamber of Commerce Casino Night and bring greetings on behalf of the Town. This is a night to recognize and thank the President of the Chamber of Commerce (Tessa Hills) for stepping up and filling this important role.

Recognition Night for Fire Fighters – We held our first annual recognition night to recognize and thank the important and valuable role our volunteers fire fighters play in protecting our property and responding to other emergencies. The evening was well attended and we appreciate all who were able to attend. Unfortunately, we were just getting settled into our meal and the fire alarm went off. As usual, the fire fighters jumped to their feet, left their meal and their partners and responded to the fire call. Fortunately, the emergency was not serious and they were able to return within the hour and we continued to carry on for the rest of the evening. We also paid tribute during the evening to Shelley Moase and her volunteer team for stepping up during the Fiona emergency to feed those in need when we had our Emergency Shelter open.

Junior Council – Mr. Baker and I met with Bjorn Schmidt, President of the Student Council at Kensington Intermediate Senior High to discuss the potential for initiating a Junior Council. Bjorn and two of his friends attended our last Committee of Council meeting. We have had further discussions with Mr. Schmidt on how this might occur and what can be done to ensure it continues after he graduates. We are hopeful to have at least one Junior Council meeting before the school year ends. Mr. Schmidt is going to look at how they might have a Junior Mayor and Council elected before the end of May, 2023. If that happens, we will work with them to have a Junior Council program in June.

FPEIM AGM – Thank you to Deputy Mayor Spencer, Councilor Gallant and Councillor Mann for attending with me at the AGM of the Federation of Prince Edward Island Municipalities. It was an interesting and informative program. Congratulations to Councillor Mann on being re-elected to the position of Prince County Representative of Cities/Towns Caucus for FPEIM.



Meeting with MLA Matthew MacKay and Minister Ernie Hudson – I met with MLA Matthew MacKay and Minister of Transportation, Hon. Ernie Hudson to review outstanding items that were to be completed by his Department. Mr. Mackay and I also reviewed with Mr. Hudson the long outstanding issue with water accumulation and drainage on Broadway Street North and emphasized this issue needs to be addressed. We stressed this issue needs to be addressed now and not just keep pushing it off to another year.

Rowan Caseley, Mayor
Town of Kensington

Town of Kensington - Request for Decision

Date: May 4, 2023	Request for Decision No: 2023-21
Topic: ATV Federation Request – Letter of Support	
Proposal Summary/Background: <p>A report was presented by staff to Committee of Council at their regular meeting held on April 24, 2023 regarding a request from the PEI ATV Federation and the local Quad Trax ATV Club. The request was for Town Council’s consideration of sending a letter of support to the Province of PEI to allow ATV’s access to certain public roads throughout the Province.</p> <p>A copy of the report is circulated with this request for decision.</p>	
Benefits: <ul style="list-style-type: none">• N/A	
Disadvantages: <ul style="list-style-type: none">• N/A	
Discussion/Comments: <p>The report was considered by Committee of Council and a recommendation was made that Town Council authorize the Chief Administrative Officer to draft a letter of support, as requested, and that such letter be sent to the Minister of Transportation and Infrastructure and copied to Premier Dennis King and MLA Matthew Mackay.</p>	
Options: <ol style="list-style-type: none">1. Authorize the CAO to draft the letter of support, as recommended.2. Not authorize the CAO to draft the letter of support.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:

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.

TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: ATV FEDERATION REQUEST AND SHARE THE ROAD PILOT PROJECT
DATE: 2023-04-20
ATTACHMENTS: PEI ATV FEDERATION PRESENTATION
CORRESPONDENCE

Background

A presentation was made to Committee of Council at their regular meeting held on October 24, 2022 by the PEI ATV (All-Terrain Vehicle) Federation (represented by Peter Mellish) and the Quad Trax ATV Club (represented by Nick Andrews). *The presentation centered around a request for support from the Town of Kensington in the PEI ATV Federation's request to the Province of Prince Edward Island to allow ATVs on certain roads throughout the Province. And further, that consideration be given to the development of a pilot project (Share the Road) in partnership with the ATV Federation to permit a corridor along Broadway Street South, through the core area to allow access to services, restaurants, gasoline, etc.*

A preliminary report (Request for Decision) was considered by Town Council at their regular meeting held on January 9, 2023, where a recommendation was approved unanimously to hold a public consultation session to garner feedback from residents, business owners and other interested stakeholders.

The public consultation was held on March 8, 2023 at the Murray Christian Centre with approximately 75 people in attendance. The public consultation began with Mayor Caseley providing introductory remarks, which included clarity around what specifically

is being considered by Town Council (letter of support initially, followed by the potential for a Share the Road pilot project), followed by a presentation by the ATV Federation. Following the presentation, everyone in attendance was afforded an opportunity to provide their support and/or concerns for the current requests in front of Town Council. A summation of the comments from the public consultation can be found later in this report. In addition to the public consultation session, the Town received written submissions from interested stakeholders until March 31, 2023. All written submissions are appended to this report.

The PEI ATV Federation is a non-profit umbrella organization advocating for organized, legal, and safe ATV trails. Their primary vision is to support area ATV Clubs in managing a legal, interconnecting, and sustainable trail system throughout the Province of PEI. Their Mission is to be the voice for all things ATV related in the Province of PEI, to take a leadership role in the collaboration with other ATV groups, to shape the future of the ATV sport and a province wide trail system while supporting local communities and businesses.

The PEI ATV Federation have been active over the past several years, completing many accomplishments: two legislative changes, development of an Environmental Code of Practice, hiring of a full-time executive director, growth from 3 clubs to 9, 13 pilot roads linking trails, 13 confederation trail crossings, bylaw and strategic plan development, among many others. Trail permits issued over the past 3 years have increased by 85%

The Quad Trax ATV Club operates under the general mandate of the PEI ATV Federation and is the representative Club for the Kensington area. The Quadtrax ATV Club have over 400 trail permit members and is responsible for the management of over 60 kms of trails.

Legislative Framework

The operation of off-highway vehicles is regulated by the Province of PEI's Off-Highway Vehicle Act (https://www.princeedwardisland.ca/sites/default/files/legislation/o-03-off-highway_vehicle_act.pdf) and Regulations (<https://www.princeedwardisland.ca/sites/default/files/legislation/O&03G-Off-Highway%20Vehicle%20Act%20Regulations.pdf>).

Off-highway vehicles refers to any motorized vehicle designed for cross-country travel on land, water, snow, ice, marsh, swamp land or on any other natural terrain and, without limiting the generality of the foregoing, includes, when designed for such travel, including:

- Four-wheel drive or low-pressure tire vehicles;
- Power motorcycles and related two-wheel vehicles;
- Amphibious machines;
- All-terrain vehicles or ATVs;
- Snow vehicles; or
- Minibikes

Section 17 of the Act states that every person who operates an off-highway vehicle

- (a) Without due care and attention;
- (b) Without reasonable consideration for other persons or property,

is guilty of an offence and liable on summary conviction to a fine not less than \$500 and not more than \$5,000.

Section 21 of the Act states that, except where the Act or any other Act specifically provides to a contrary effect, no municipality has any power to pass, enforce or maintain any bylaw:

- (a) Requiring from any owner or operator of an off-highway vehicle any tax, fee, licence or permit for the use, possession, or operation of an off-highway vehicle;

- (b) That in any way affects the registration or numbering of off-highway vehicles; or
- (c) Permitting the operation of off-highway vehicles in a manner contrary to or inconsistent with this Act.

The Off-Highway Vehicle Act regulations provide for the specific regulation of off-highway vehicles including, but not limited to:

- Licensing and registration;
- Safety Standards;
- Operation in proximity to a highway (including highway crossings);
- Age requirements;
- Equipment requirements (lamps, safety lights etc.); and
- General rules.

The Province of PEI has also developed a Practical Guide to Off-Highway Vehicle Operation in Prince Edward Island.

(https://www.princeedwardisland.ca/sites/default/files/publications/off_highway_booklet_web.pdf).

Kensington Town Council passed an Off-Highway Vehicle Bylaw (https://kensington.ca/assets/Off-Highway_Vehicle_Bylaw.pdf) in 2008. The Bylaw was passed for the protection of Town owned lands as a resource for the benefit of all town residents, and based upon Council's concern for public safety, protection of Town properties and the Town's own legal liability, to minimize and control all, except where Council deems it necessary on a case-by-case basis, off-highway vehicle use on lands owned by the Town of Kensington.

Public Consultation

A public consultation was held on March 8, 2023 with approximately 75 people in attendance. The attendees were an adequate mix of residents and non-residents. The consultation was advertised in the County Line Courier, the Town's social media channels and a mailout to all Kensington mailboxes.

The concerns/comments noted against the proposal during the consultation included:

- Concerns around possible routing into the core area.
- Safety concerns around the intersection.
- Increased traffic generation.
- Lack of adequate parking in the core area.
- Environmental and health issues related to ATVing.
- Noise and dust levels.
- Potential disturbance to residents' peaceful enjoyment of their properties (especially those along the proposed route).
- ATVs slowing down vehicle highway traffic.
- "The route proposed is densely populated residentially. Is consideration being given to alternate route options."
- "The Town should be providing activities that promote healthy lifestyles for our residents instead of a sedentary activity like ATVing."
- "Look beyond economics and put the needs of residents first as opposed to tourists."
- "ATV's will bring some business to the core area but will also chase away some business".
- "Kensington's downtown is a location people enjoy. It would be bad if that were spoiled".

Support/Comments noted during the meeting included:

- Increased economic activity.
- Increased tourism activity.
- "ATVs are generally no louder than cars in some instances and are generally quieter than snowmobiles and motorcycles.
- "ATV enthusiasts are passionate about their sport, and respectful to the environment. They would like to co-exist with other users."
- "A lot of Kensington residents are avid ATV users.
- "ATVing is vital to the mental health for some people."
- "Province appears to be promoting ATVing as a tourist activity."

- “Would like to see Kensington on the forefront of ATV tourism.”
- “ATV tourism is popular in other provinces and there are many examples of communities successfully providing access for ATVs.”
- “What’s the difference between sharing the road with bicycles and sharing the road with ATVs.

Discussion

All-Terrain Vehicles (ATVs) are motorized vehicles designed to travel on various terrains. They are popular among outdoor enthusiasts and are commonly used for recreational activities. The use of ATVs in communities is generally a controversial topic due to concerns about noise, safety and environmental impact.

Some potential benefits to allowing ATVs in the community include:

1. Economic benefits: Allowing ATVs in a community can provide economic benefits by attracting tourists and increasing revenue for local businesses.
2. Recreation opportunities: Allowing ATVs in a community provides residents and visitors with additional recreational opportunities.
3. Job opportunities: The availability of ATVs in a community can create additional job opportunities for local residents, such as ATV sales, rentals, maintenance and tour companies.
4. Increased property values: Areas with access to additional recreational opportunities, including ATVing, may see an increase in property values due to the higher demand for such properties.

Some potential disadvantages of allowing ATVs in the community include:

1. Safety concerns: ATVs can be dangerous, especially for those who are inexperienced or do not follow safety protocols. ATVs can also be noisy and disrupt the peaceful enjoyment of a community.
2. Environmental impacts: The use of ATVs can damage natural habitats and cause erosion, impacting the environment.
3. Property damage: The use of ATVs can cause damage to private property and public spaces.

Some potential solutions to the concerns noted include:

1. Designated areas: To mitigate safety concerns and property damage, the Town can designate specific areas for ATV use.
2. Regulations: Implementing appropriate Bylaw regulations, such as speed limits, helmet use, time of day restrictions, designated or additional parking areas, not being a take-off point.
3. Education and Training: Promoting education and training on the safe and responsible use of ATVs.
4. Monitoring and Enforcement: Monitoring and enforcement of regulations and designated areas to ensure compliance and the promotion of safety.

Conclusion/Recommendation

The question currently before Town Council is whether or not to provide a letter of support to the PEI ATV Federation in their request to the Province of Prince Edward Island, Department of Transportation and Infrastructure Renewal, for access to certain public roads in the province. The question of access to a corridor through Kensington is an issue that can be dealt with if the Province decides to modify legislation to allow access to public roads. If the Province doesn't permit access to certain public roads, the question of access to the core area of Kensington becomes moot.

It is recommended that the Chief Administrative Officer be authorized by Town Council, through a formal resolution at their May 8, 2023 meeting, to draft a letter of support to the Province of Prince Edward Island's Department of Transportation and Infrastructure Renewal in their consideration of allowing ATV access to certain roads throughout the Province. It is further recommended that that the letter of support be sent to Premier Dennis King and District 20 MLA, Matthew Mackay.

Proposed Resolution: THAT Committee of Council recommend to Town Council that a letter of support to allow ATVs access to certain public roads throughout the Province, be drafted by the Chief Administrative Officer and sent to the Minister of Transportation and Infrastructure Renewal and that such letter be also sent to Premier Dennis King and MLA, Matthew MacKay.

Share The Road - Pilot Project

Town Of Kensington



Peter Mellish
PEI ATV Federation
Sept 26 2022

PEI ATV Federation



Who are we?

The P.E.I. ATV Federation is a Non for profit umbrella organisation advocating for organised, legal, island and safe atv trails.

Our Vision:

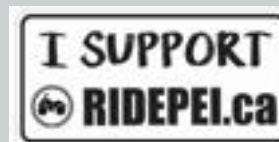
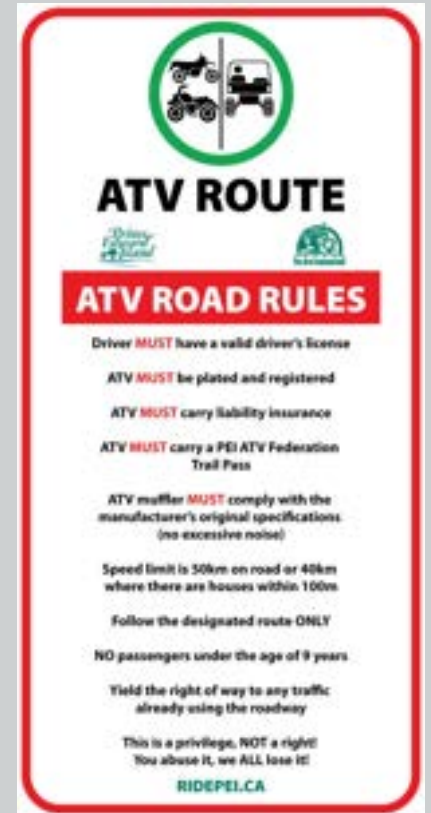
- Is to support Island ATV Clubs in managing a legal interconnecting and sustainable trail system throughout the province of PEI.

Our Mission Statement:

- To be the voice for all things related to ATVing in the province of PEI. To take a leadership role in the collaboration with other trail user groups. To shape the future of our sport and a province wide trail system while supporting local communities & businesses.

Accomplishments

- *Two legislative changes since 2018.*
- *Only trail group on PEI to develop Environmental Code of Practice*
- **Full time Executive Director Hired in 2020.**
- *3 clubs in 2015 - 9 clubs in 2022.*
- *The only CASI ATV Rider training courses on PEI*
- **13 Pilot Road linking trails agreement signed in 2020.**
- **13 Confederation trail crossing lease signed in March 2022.**
- **Bylaws, Strategic Plan and robust governance model updated in in 2021.**
- *2880 trail permits sold in 2021 -85% in the last 3 years.*



What's Next in 2022-2023

- ATV Trail mapping app " RIDEPEI "- one club at a time.
- Commissioning a community based island wide ATV Tourism Feasibility study - with a 3 year action plan for our sports growth.
- Dirt Road Pilot to began in Spring of 2020 - requesting an additional 50 roads.
- Annual Bike Registration/ Infrastructure Fund 2022.
- Share the Road community access -(Tignish, Abrams Village and Murray River)
- Maximize the 4 season tourism economic development benefits the whole community while respecting all environmental and cultural values.

Partner :Quad Trax ATV Club

- Over 400 trail permit members - one of the top ATV Clubs in PEI
- Over 60 km in trails - Borden to North Granville to Kensington
- establish trails to communities and services.
- Continue Developing experiences with a destinations.
- Requesting 15 + Pilot Roads to connect existing trails in 2022
- This Club is the solution to off trails riding - offering a place to ride legally



Objective

- To obtain access points of services.
- Create a legal, safe trail into the community of Kensington with regulations.
- Increase compliance.
- Engage best practices from other communities experiences with allowing ATV access.
- Increase membership and develop ATV tourism .
- Showcase Kensington as an ATV Friendly community.
- Create a pilot project - Share the Road.



ATV Tourism

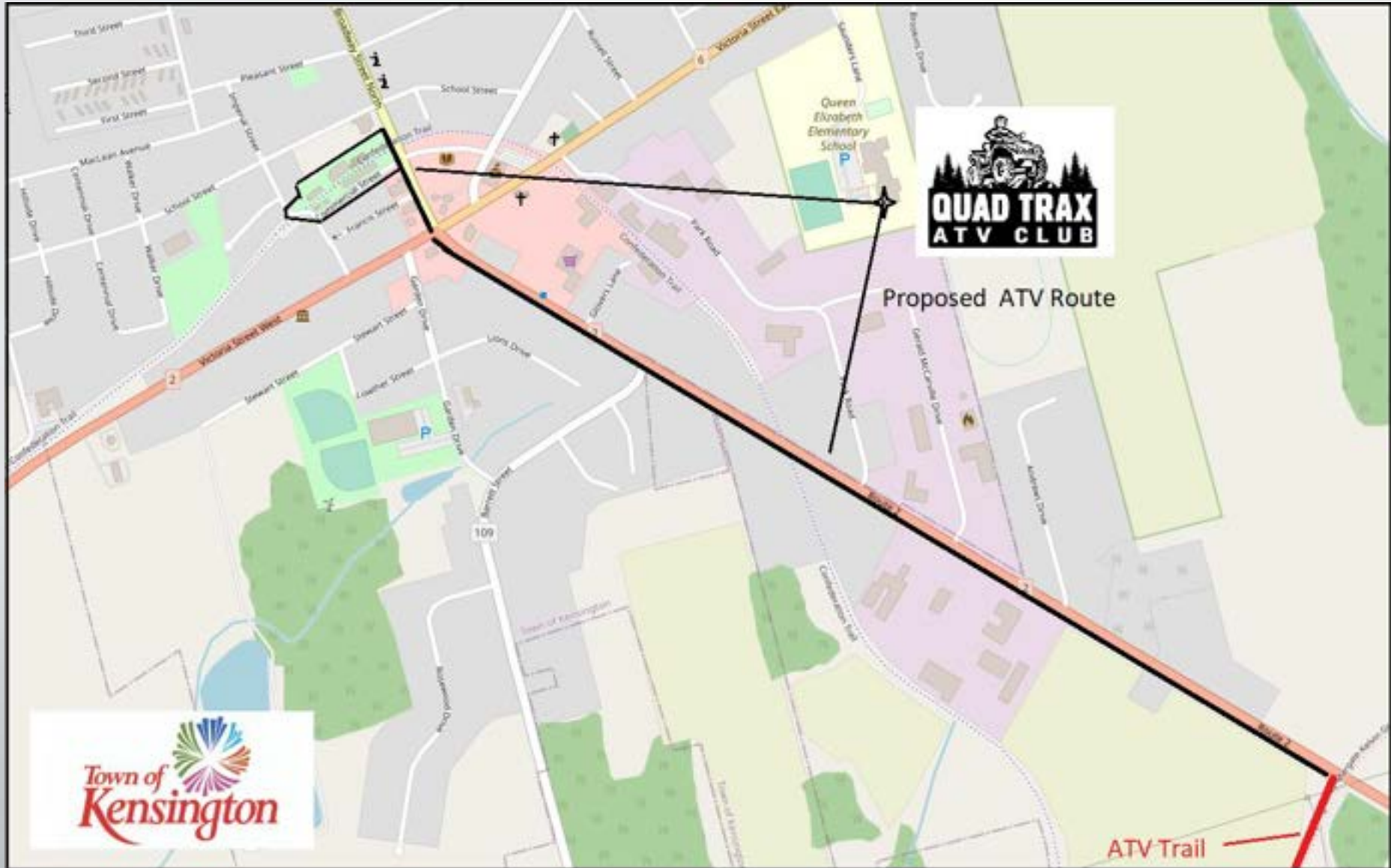
- The Prince Edward Island ATV Federation has commissioned a Provincial ATV Tourism Feasibility study. This study will develop a 3 year action plan to link all the atv clubs as a sustainable tourism experience with a community based approach.
- This study will further develop ATV Tourism as a 4 season Tourism experience utilizing existing infrastructures that are being underutilized . While ensure protection of the environment and its economic sustainability
- ATV use has expanded from and individual experience to o which includes more socially-based, family or group rides with these larger machines that can carry multiple passengers.
- The Value Of Trails workshop hosted in Kensington in March 2022.
- The average atv tourist rider spends \$7500 per year on this activity.
- Motorized trails on PEI contributes over 30 + million dollars to our local economy annually.
- ATV Tourism is PEI's most underdeveloped tourism product.



Possible steps

1. Create a working group from community stakeholders to submit recommendations to council.
2. Develop best practices from other active ATV friendly communities.
3. Identify and agree on streets and route.
4. Online survey for residents and Riders.
5. Presentation to Town council to obtain Councils support.
6. Public consultation if it's the council's wishes
7. Receive a written motion from Town Council in support of proceeding
8. Request the Minister of Transportation to amend the off highway vehicle act.
9. Obtain letter of confirmation from Minister of Transportation (modification of pilot road permit or or approval).
10. Amend the Town of Kensington off highway vehicle regulations.
11. Announce opening date of legal access and identity signage to be installed - install signs.
12. Develop a communication plan to showcase the pilot regulations in PEI's first atv friendly community.
13. Public Meeting with enthusiast and citizens to do some education before opening the streets to ATV'S.

Possible Access Route



Best Practices

Municipalities in New Brunswick, Nova Scotia
Newfoundland And Ontario do allow access to
communities with great success.

New Brunswick has 18 as of today -with 25
additional request.

- Bathurst
- Sussex
- Beresford
- Blackville
- Belledune
- Caraquet
- Dalhousie
- Edmundston
- Tracadie
- Shediac
- Sackville
- Miramichi



Topics for further discuss

- ATV Clubs take ownership of trails and complaints are less frequent and compliance increases.
- Great resources available from other communities experiences.
- It's all about the experience and creating Kensington as a destination.
- **“If you build it they will come,”** Kevin Costner -Field of dreams.



Notes :

March 27, 2023

Attn: Mayor and Councillors:

RE: Public meeting March 8 at Murray Christian Centre regarding ATV Club Request for a Letter of Support for accessing Town Streets.

Thank you for arranging and organizing the important information session on March 8. The ad in the paper advised the ATV enthusiasts would be presenting their proposal for street access, and the ad also invited those who supported or were opposed to attend. At the meeting, I voiced my concerns, as did several other Town residents. Thank you for receiving those concerns with an open mind.

Several residents who live on the proposed route and who would be directly affected voiced their concern. I presented a slightly broader opposition to the concept of admitting access to any Town streets. I will attempt to articulate my concerns and firm opposition in the following paragraphs...

It would not be unusual or precedent setting for the Town to simply make the decision to deny access to the ATV clubs, as this has been done in many places. E.g., Summerside does allow snowmobiles, let alone ATV's. And the Town of Annapolis Royal in NS, where they have developed a thriving tourist industry and did not want to jeopardize what they had built, denied access to Town limits.

The railyard area in Kensington has been developed into an attractive hub in the Town with the trail access for hikers and cyclists in the summer months. Now with COVID-19 restrictions behind us, we will see the tourists disembark from tour buses once again, and do we really want them dodging ATV's and having to hear ATV's buzzing around the area? It's such an appealing area for pedestrians with the pubs, bakeries, gift shops and art galleries.

The ATV proponents were emphasizing the fact that this is a **4-season, all year "sport", implying residents don't ever get a break from their presence**. Of course, I understand they were speaking to the retailers. But, really, in terms of retail, other than fuel, Tim's and the Pub (if it's not completely booked), what are they going to purchase? As far as fuel is concerned, ATV's cover far more ground on much longer trails in New Brunswick, let alone in the wilds of the western provinces, so running out of fuel should not be a concern.

The Town has already made concessions. I think the Town has been kind enough to already provide an off-loading point behind the Trailside business mall, which allows them to access their trail system parallel to the Confederation trail. Let's not invite them, and the noise, into Town centre. The ATV spokesperson explained that the newer ATV's are not much louder than a car. Likely true for some. It's a similar situation with snowmobiles. I recently observed a snowmobile travelling through the Town, very respectfully, observing the "Quiet Area" signs and driving slowly, and, this machine was barely audible from a distance. However; there are many snowmobiles which can be heard from a considerable distance as they sprint from one street crossing area to the next and gun it after each intersection. There will be ATV's that will also be the "loud ones". Because, let's face it, for some

enthusiasts, **it's all about the speed/noise.** Inside or outside of Town limits.

I feel it is a big ask of the residents of Kensington to give up a beautiful recreational trail like the Confederation trail within the Town limits for the whole winter season and deal with the smell and noise of the snowmobiles. It would be a lot to ask them to further concede to having an all-season presence of more motorized vehicles. **Should the residents of Kensington,** many who are long-term residents, and who have come to enjoy the benefits of this quaint little Town in the hub of the Province, and importantly, **who pay the taxes here,** really **need to make concessions for the convenience of a relatively small number of non-residents and non-taxpayers that belong to a special interest group?**

I understand and respect that there are fellow Kensington residents who have chosen to be involved in ATV'ing, and I see them heading out on the weekends to the designated trails with their ATV's on the backs on their trucks/trailers. Introducing limited access for ATV's into the Town's limits/streets **would open the door for additional ATV routes into/out of Town in the future.** And, as well, the Town residents who own ATV's would eventually expect access from their homes to the Town services. Eventually, ATV's would be the norm on the streets.

In my opinion, one of the biggest assets Kensington has is our Police Services. They can be proud of their active participation and coordination with several other Provincial Town Police Services and the RCMP in investigation and enforcement of serious crime across the Province. **The all-year presence of ATV's within the Town boundaries would place an extra burden on our Police.** And, eventually, they would be coming to Council requesting the purchase of ATV(s) when the ATV association is simply not able to police it's own members at all hours of the night.

Safety is a huge issue, especially here in Town where sidewalks are limited. Pedestrians often are required to use the shoulder of the road to get to/from their homes to access the Confederation Trail or a sidewalk to get to other services. ATV access would invite the potential risk of pedestrian/vehicular accidents. I was reminded of this reality just this week when I watched an article on Compass regarding the ATV that struck a young man up west and severely injured him.

Again, thank you to the Mayor, Council and administration for your serious deliberation on this important issue. My family and I have enjoyed living in Kensington for thirty years and were drawn to the quietness, friendliness, the access to services like grocery stores, churches, schools and sports facilities - a safe and accessible community for ourselves and our children. I've seen Kensington progress and develop into a thriving little Town with many new young families, and serving as a tourist hub. I commend those new business operators who have invested their efforts to open boutique shops and cafes and bakeries, which further appeal to the tourist seeking that feel of "The Gentle Island". I would submit that ATV's don't fit into that scenario. But, most of all, I would ask you to think about the **tax-paying residents who would like to preserve the peaceful enjoyment of their homes.**

Thanks for your consideration and deliberation, and for your service to the residents of Kensington.

John Allen

From: Blair Campbell <blairc381@gmail.com>
Sent: Thursday, March 16, 2023 4:39 PM
To: mayor@kensington.ca; cao@kensington.ca
Cc: trevss@hotmail.com; PEI ATV Federation President
Subject: ATV Access to Municipal Roads

March 15, 2023

Mr. Rowan Caseley
Mayor, Town of Kensington
mayor@Kensington.ca

Mr. Geoff Baker
Chief Administrative Officer, Town of Kensington
cao@Kensington.ca

Re: ATV Access to Municipal Roads

I am a member of the Quad Trax ATV Club and belong to a family of ATV owners. I am writing to you to say that access to designated public roads by vehicles such as ATV's and SXS can be done safely and will benefit the community.

Off-highway vehicles are much like many other approved vehicles traditionally used on roadways. In many other jurisdictions ATV riders have access to designated roadways including municipal roads and streets. In many ways when ATVs are permitted on public roads safety is improved.

By allowing legal access to roads a community signals that it is open and welcoming. Allowing access benefits local commerce as businesses that provide fuel, vehicle service, food, retail, accommodations and other services experience increased sales.

I would ask that the Town of Kensington take steps in consultation with the Quad Trax ATV Club and the PEI ATV Federation to allow access to designated Town roads.

Sincerely,

Blair Campbell
Summerside, PEI
blairc381@gmail.com

cao@kensington.ca

From: mayor@kensington.ca
Sent: Friday, March 10, 2023 4:19 PM
To: Donald Buchanan
Cc: cao@kensington.ca
Subject: Re: Town access

Thanks for the feedback Donald.

Sent from my iPhone

On Mar 10, 2023, at 2:23 PM, Donald Buchanan <donaldbuchanan@live.ca> wrote:

Good afternoon Mayor Rowan, as an avid ATVer, I would like to express my support for access to town businesses. I have ATVed in 4 other provinces where this is allowed and never had any issues using their services. Thanks for your time, Donald Buchanan

Get [Outlook for Android](#)



August 3, 2022

Dear Kensington Town Council Members,

On behalf of the Heart of PEI working committee, please accept this as a letter in support of developing trail strategies and networks for, and with, the PEI ATV Federation, in collaboration with Quad Trax ATV Club, the Town of Kensington and the Kensington and Area Chamber of Commerce.

We are proud of the projects completed to date, including the bilingual Welcome banners in the railyards, Art Installations, Hogg Trail signs, bench, picnic table, the Heart of PEI community signage, fundraising initiatives & events. We want to thank the town for its ongoing support and collaboration on these projects.

The Heart of PEI working committee is made up of volunteers that represent business and tourism operators in the region that are helping to further develop and build tourism in the area. The goal of all Heart of PEI initiatives are to enhance the destination appeal, strengthen authentic and unique experiences, market the area as a destination and increase awareness of product offerings within the region.

Thank you for your consideration for this and other projects that will help in our initiatives.

Don Quarles

Don Quarles
Volunteer Chair, Heart of PEI

cao@kensington.ca

From: Jack MacLellan <jmaclellan@auto-value.ca>
Sent: Friday, March 10, 2023 9:50 AM
To: mayor@kensington.ca
Cc: cao@kensington.ca
Subject: ATV trails

Gentlemen

I was unfortunately unable to attend the meeting Wednesday night regarding the possible use of streets for off-road vehicles. I would just like to state that I am fully in support of this idea, both as an individual and for business reasons. This has the potential for Kensington being a leader in the development of a tip to tip trail system which I believe would be an economic boom to the entire province, and specifically towns that cooperate with it. I myself have thought seriously about buying an off-road vehicle for my family, but one of the factors stopping me is the need to trailer the vehicle a very short distance to reach the trail system. If I were able to legally leave my property and drive to the trail, that would no doubt swing my decision.

With the trend of low snow conditions many snowmobilers are looking to cross over to the off-road market. My in-laws own one and I can attest to the type of people that are involved in this market as mostly being law abiding and responsible adults that enjoy the outdoors and also spend a great many dollars in the pursuit of their hobby.

Thank you for your time.

Jack MacLellan
Store Manager
K'town Auto Parts
4 Commercial Street
Kensington P.E.I.
902-836-5141



From: mayor@kensington.ca
Sent: Thursday, March 23, 2023 4:53 PM
To: Jason Matheson
Cc: cao@kensington.ca
Subject: Re: ATV Support

Hi Jason

Thanks for the feedback. This will be added to all feedback for evaluation

Rowan

Sent from my iPhone

On Mar 23, 2023, at 4:48 PM, Jason Matheson <jasonmatheson0@gmail.com> wrote:

Dear Mayor Caseley,

I am writing to you today to show my support to allow ATV's to enter your town for fuel and food.

The ATV community is an ever growing community and we all would like places to go. Being able to drive our ATV's into Kensington to fuel up and grab a bite to eat would be a huge benefit not only to the riders but the local businesses.

I attended the Town Hall meeting regarding this topic and one of the complaints I heard the most was of the noise. I guarantee my ATV makes a lot less noise than a Harley motorcycle or a car with an exhaust. I live close to the old railbed and the snowmobiles make way more noise than any ATV does.

I hope to see the Town of Kensington support this and have some forward thinking as I feel that PEI is way behind in the ATV community. We travel over to NB and NS a lot and we see it all the time where we are allowed to enter certain towns and communities and it works well for all the those areas. Yes there will always be the odd ones that don't follow the rules. There are still people that speed through your town on motorcycles, cars and trucks. And I sure there are some that are registered or have insurance not to mention some that are impaired. So you can't make a decision on a few bad apples. They are everywhere unfortunately.

Thank you for your time

Jason Matheson

cao@kensington.ca

From: Jeremy Singleton <motohead@bikerider.com>
Sent: Friday, March 10, 2023 5:33 PM
To: cao@kensington.ca
Subject: Atv riding in Kensington

I would like you to strongly consider allowing Atv's and sxs's to access Kensington. We understand concerns people may have but I'm sure an agreement can easily be attained. If people are concerned about noise why not have a trial basis with a reduced speed limit and signs with regards to noise and perhaps a time limit of 8:00am to 8:00pm. Thanks

cao@kensington.ca

From: Justin B <justinbulman@gmail.com>
Sent: Thursday, March 16, 2023 9:13 AM
To: cao@kensington.ca
Subject: Kensington ATV and SxS Access

Good Morning,

I am writing this letter to voice my support for allowing atv and sxs access into Kensington. Kinkora iring, and Howatt's shell in borden already enjoy tremendous economic benefits from trail users, business in Kensington should be afforded the same opportunity.

Regards,
Justin Bulman



August 4, 2022

PEI ATV Federation

Attn: Peter Mellish

The Board of Directors of the Kensington & Area Chamber of Commerce supports the PEI ATV Federation's proposal to permit the use of ATVs on select portions of provincial roads in the Kensington area.

We believe that the local business community will benefit by having ATV access to community services.

Our support is subject to relevant stakeholders ensuring that proper education, safety and designated routes are in place and suitably advertised.

Thank you,

Tessa Hills
KACC President

Julie Corbett
KACC Executive Director

From: kerry Hearn <kerrydawn1986@hotmail.com>
Sent: Thursday, March 9, 2023 9:16 PM
To: cao@kensington.ca
Subject: Atv pilot project

Hey geoff

My name is kerry hearn.

I live up at 6 sunset crescent right here in Kensington. We have been ATV'ing for about 4 1/2 years now. We own a side by side and a four wheeler. We have been respectful with following town rules, the Kensington ATV trail rules etc etc.

However, if we want fuel for our machines.. we have to go with our car/truck to get a jerry can or two of gas before we head out on the trails and then hope we have enough to make it to kinkora gas station to fill up again. It would be EXTREMELY beneficial to be able to follow the shoulder of the confed trail OR the shoulder of the road to bells or Mel's to get fuel. It would also be even better if our fellow ATV friends from other clubs could access that AND even have a destination spot where we could stop anywhere from frosty treat to island stone pub to grab a bite to eat. The revenue that this pilot project would bring to Kensington alone would be phenomenal for our small town.

Kensington has been known for putting ourselves out there and proving that we CAN make things work and it be beneficial in the long run.

Please pass this along to anyone who needs to see it.

Thank you!
One happy ATV'er

-kerry hearn

From: Personal <kevinwaugh0424@gmail.com>
Sent: Tuesday, March 14, 2023 11:09 AM
To: mayor@kensington.ca
Cc: cao@kensington.ca
Subject: Quad Trac ATV Club.

Good Morning Gentlemen,

In regards to the ATV club having access to town streets , i would like to offer my input.

Firstly I feel that any organized club that can put economic input into any community is good provided the organization is in good standing.

. In my experience The ATV community is mostly a family orientated sport. Mostly married couples and young families wanting a day out to enjoy nature. . These owners spend alot of \$\$ on current and upgrading of their rides. So the income level to support this hobby is there, and with the hobby disposable income to support it.

I think it would be great to open up “designated roadways “within the town for ATV owners. Economic benefits will be there , The questions the town needs to consider :

- 1 . Parking. Many ATV drivers will start and end their trek from Kensington . Big rigs with trailers to haul their ATVs. Takes up lots of room. Where are these safely parked for the day while they are on their trek to not interfere with public parking venues.
2. Washrooms. As you may or not be aware i allowed access to the trails behind the plaza when Errol owned the land. I am sure my toilet paper, paper towels , soap expense went up 300 per cent or more. as they parked behind plaza and we were the nearest washroom. So constant use of facilities. And constant mop of floors as ATV people wear winter wear, boots. Melting snow on floors. All good. Lol. Nice people. Sold a couple mattresses as never knew we had a shop in Kensington, so evens out. Washroom usage within town limits will definitely increse.
3. Proper signage. Big issue. I agreed to allow access to the trails behind Bottle Exchange I requested signage to where to park etc. the club did properly put up signage but not enough. ATV club I contacted and were very supportive. Days end I had to personally go out and police as trucks , trailers and trucks parking all over my property , on plaza customer parking etc. Not something i looked forward too. All said. Once explained ATV guys cannot park here. . Very respectful and did move. So ATV club did there best and situation improved so now not a problem.

So on a positive note:

- 1 .Kensington would be on the Maritime Radar for Maritime ATV clubs. Town access to local venues will be promoted throughout the ATV clubs.If press realeases both by town and zATV club Kensington a. first. . CBC / ATV / story here.So some good public relations.
2. Industrial Park. Maybe provide temporary unsold lot for the ATV community for parking , gathering, etc possibly have the club provide the portable toilet. Being their responsibility to maintain either by club fees or sponsorship
- 3.Economic spinnoff would be a definat , fuel , dining , groceries , etc.
4. Off Island ATV . I would think that once many off Island ATV use Kensington as a hub for their trek many may have never been in the area before but once know the area abit could likely return for a summer vacation also economic benefits for the town
5. Kensington Chamber might be able to work with ATV clubs on and off Island to provide some type of promo discount/ coupon book for all any any type of business in the area so its not just dining and fuel business benefit .

Having said all of the above I do see concerns that residential community may have. Concerns of increased traffic , noise , safety , etc. so your caught between residential and business. I believe very important residents know the “designated

lanes “as in many minds thinking have ATVs roaming the streets 🤔? Maybe designated hrs and days for roadway usage

I would suggest a one year trial basis , with option to proceed following years allowing time to see how it goes and work out any unforeseen problems and / or ways to increase the benefits to the community as a whole. .

Thankyou for allowing opportunity for input.

Kevin Waugh

Trailside Plaza

Kensington,

Prince Edward Island

Sent from my iPhone

From: mitchell desroches <mitchelldesroches@live.com>
Sent: Thursday, March 9, 2023 8:07 PM
To: cao@kensington.ca
Subject: Atv and sxs pilot road

Good evening Mr. Baker.

As a local resident residing in Kinkora, I would like to offer my input on this new proposal.

While there may be some circumstances where ATV's on public roads could be cause for accidents I personally feel they are few and far between.

How would it be any different than farm equipment? Or for that matter actual road permitted motorcycles. Do pedestrians and cyclist make the sides of roads more unsafe?

In my humble opinion this added little bit of ATV traffic would likely decrease the speed of cars and trucks on these proposed roads. Motorist would become more aware and feel the need to slow down while driving through your town.

On the positive side... I don't feel I need to make a list of the economical benefits the town could possibly garner as I'm sure someone else has already made a more definitive list.

I'm all for this great idea, I wish for it to be implemented island wide at some point. We are a rural province therefore rural transportation should be legal and promoted. New tourism motto! "Rural province = rural transportation recommended!"

Thanks,
Mitchell DesRoches
Seymour DesRoches Construction

Sent from my iPhone

From: mayor@kensington.ca
Sent: Saturday, March 11, 2023 10:33 AM
To: Carol
Cc: cao@kensington.ca
Subject: RE: ATV Support

Thank you Carol for your feedback.

Rowan Caseley
Mayor – Town of Kensington
P O Box 418
55 Victoria Street East
Kensington, PE C0B 1M0

Office 902-836-3781
Home 902-836-5445
Cell 902-432-4492

Web www.kensington.ca
Email mayor@kensington.ca
Connect with us on: Facebook and Twitter

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

From: Carol <cahvc@bellaliant.net>
Sent: Friday, March 10, 2023 12:19 PM
To: mayor@kensington.ca
Subject: ATV Support

Mayor Casley, please encourage the Town of Kensington to write to the province of PEI in support of changing the rules for vehicles on roads, highways and byways to permit ATV traffic. This first step will then give the Town the opportunity to site its own expectations and regulations for the future of ATV traffic in the town.

There is no question that ATV tourism, especially during the shoulder seasons, could be a benefit to the province and the Town of Kensington, if designated as an ATV friendly community.

Respectfully submitted,
Peter and Carol Van Caulart

Sent from my iPhone

From: Scott Howatt <scotthowatt@hotmail.com>
Sent: Friday, March 31, 2023 7:09 PM
To: cao@kensington.ca; mayor@kensington.ca
Subject: Atv Share the road pilot

Mr Mayor, Town councillors,

I was very glad that you have taken the time to look at the possibilities of opening up some of the town roads to allow atv access to services. The town hall meeting was very well done and both sides made some very good points. I would like to share mine. Atving is a growing sport on PEI as you are probably well aware. The average weekend expense for a trip somewhere can run a rider from \$300-500 in fuel, lodging and meals. This can contribute to a gas station, restaurant, hotels requiring more staff to be hired and kept on in the off seasons which is beneficial to all parties involved. I am quite sure that some of the business in Kensington would love to have more customers come in to their locations.

In years past Atving has had a bad aura around it that all riders were bad eggs, but that is not the case. There are many business owners, doctors, lawyers that take part in the sport. To say that 20% ride outside the rules and ruin it for the other 80% is quite a stretch. There is a lot of peer pressure once it is found out who the trouble maker is get them back in line, and it usually quite effective.

I don't believe that the traffic increase in the town will be as noticeable as some people would like to believe. The noise level would be no different or perhaps less than a motorcycle, or a honda civic with modified exhaust, or loudly blaring radio. It would have to be policed on the same principles as they are, fines, tickets and such. Also as per the late hours that some might suggest, quite simply if the business aren't open, there should be little to no traffic on the roads as there is nothing to draw them in.

I know for a fact that once a trail has been put in areas, the atvs stay in the areas that are designated. Some of our landowners that we deal with had problems and once the trail was put in the issues went away, I'm quite sure this would be the case in kensington if there are any issues there.

There are quite a few atv and sxs riders in kensington that would love to be able to access the community that they live in and would not have to trailer their machines outside of the town to ride.

As it was stated in the town hall this does work in many other communities in the maritimes, there will be growing pains that i'm sure of, but wouldn't it be a feather in the cap of kensington to be the first on the island to allow this and be a poster child of how it helped the sport and business of kensington grow.

Sincerely,

Scott Howatt
Quadtrax Atv club Trail Coordinator.

From: stephen ramsay <rsramsay@hotmail.com>
Sent: Friday, March 31, 2023 12:13 AM
To: cao@kensington.ca; mayor@kensington.ca
Subject: Supporting ATVs in Kensington

Good day,

As a nearby resident, I would like to add my support to the recent discussions with respect to permitting ATVs and Side by Sides on designated streets of Kensington.

As you know, welcoming the ATV community into the town will have direct economic benefits to local entrepreneurs, as it has with the snowmobile community over the years.

Kensington is well situated as a hub, for those starting their journey or as a stop over destination. Providing access to the town would allow riders to support gas stations, restaurants, coffee shops and even the car wash.

Having travelled to ATV trails in NS and NB, I experienced first hand the benefits to communities and riders of opening streets and roads to the ATV community.

To offset concerns, I'm sure the ATV community executive would be happy to work with the town to help establish a set route, ensure clear signage and work collaboratively on clear communications to riders and residents. Kensington also has a long established reputation for its police presence and traffic enforcement, which would help provide the appropriate level of oversight.

Thanks for engaging in these important discussions and for your openness for input. As a member of the Quad Trax ATV Club, I remain hopeful that you will soon be in a position to welcome us to the town as riders, given that many of us currently support town business by vehicle and snowmobile.

Thanks for your consideration.

Stephen Ramsay
Stanley Bridge

From: mayor@kensington.ca
Sent: Wednesday, March 29, 2023 9:41 PM
To: Tanya Toombs
Cc: cao@kensington.ca
Subject: Re: ATV on Broadway

Thank you for your feedback, Tanya

Sent from my iPhone

> On Mar 29, 2023, at 4:00 PM, Tanya Toombs <tanyatoombs67@gmail.com> wrote:

>

> Good day! I'd love to be able to drive my SxS from the trail down Broadway st. Kensington and spend my money locally. It would be fantastic to meet up with friends for coffee or lunch in town, maybe do a bit of shopping, banking and grab some gas before heading back home. Quadtrax has done such a great job producing their trail system, it's a shame that they can't make it complete by adding the essential services enjoyed by most atvers. In 2022 alone we went off island 10 times leaving our hard earned dollars in other small communities that have realized the benefits of this fast growing sport that has money to spend. Please jump in they will come!

> Tanya

>

> Sent from my iPhone

cao@kensington.ca

From: mayor@kensington.ca
Sent: Tuesday, March 14, 2023 10:15 AM
To: Hogan, Trevor
Cc: cao@kensington.ca
Subject: RE: Pilot Road Project

Thanks for your feedback Trevor.

Rowan

Rowan Caseley
Mayor – Town of Kensington
P O Box 418
55 Victoria Street East
Kensington, PE COB 1M0

Office 902-836-3781
Home 902-836-5445
Cell 902-432-4492

Web www.kensington.ca
Email mayor@kensington.ca

Connect with us on: Facebook and Twitter

From: Hogan, Trevor <Trevor.Hogan@StandardAero.com>
Sent: Tuesday, March 14, 2023 9:35 AM
To: mayor@kensington.ca
Subject: Pilot Road Project

Hello Mayor Caseley,

My name is Trevor Hogan and I have lived in Kensington for 20 years. I have also been an active ATV'er for most of that time. I have been with Quad Trax ATV club since it was started. I think allowing ATV's access to the roads and businesses will greatly benefit the town and I fully support it.

Thank you

Trevor Hogan.

Town of Kensington - Request for Decision

Date: May 4, 2023	Request for Decision No: 2023-22
Topic: Credit Union Centre Lighting Upgrades – 2023	
Proposal Summary/Background: <p>The Town recently issued tender documents, through WSP, for the lighting replacement component of the Credit Union Centre Upgrades project. The tendered project generally includes the removal and disposal of the existing high-bay fluorescent lighting fixtures, removal and replacement of existing lighting controls, including dimmable control units, supply and installation of 50 new LED luminaires, and all other items required for the supply and installation of the new lighting system. The tendered prices also include a \$10,000.00 cash allowance.</p> <p>The Lighting Replacement tender closed on Thursday, April 27, 2023 with five bids being received as follows (prices include HST):</p> <ul style="list-style-type: none">• Mid-Isle Electric \$43,792.00• Hansen Electric \$65,624.75• Advanced Resource Electric Development Inc. \$97,728.15• Olympia Electric \$60,639.50• Copper Shore Electric \$62,656.60 <p>All tenders were reviewed by WSP and deemed compliant. Therefore, it is recommended that the contract be awarded to the low bidder, Mid-Isle Electric, in the amount of \$43,792.00 including HST. The project schedule is set for a total of 4 weeks with the project start date set for May 29, 2023 and being completed by June 29, 2023.</p>	
Benefits: <ul style="list-style-type: none">• Will provide a safer, more effective, and more energy efficient lighting system for the Credit Union Centre.	
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 Lighting Upgrades project to Mid-Isle Electric. as their tender was deemed compliant</p>	

and they were the low bidder.

The original project budget was set at \$28,750.00 plus HST and contingency (25%). With the cash allowance of \$10,000.00 removed from the Mid-Isle Electric bid, The cost is \$28,080.00 + HST = \$32,292.00. This should put us under our original budgeted value for this project component (including the 25% contingency) of \$35,937.50.

It may appear as though the Mid-Isle Electric tender is unreasonably low based on a comparison with the other bidders. However, our pre-tender cost estimate, which was based on prices provided by manufacturers and estimated labour rates, was within a few hundred dollars of the Mid-Isles pre-cash allowance bid. This has staff in a more comfortable position to recommend Mid-Isle Electric to complete the 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:

\$43,792.00 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 Lighting Upgrades project to Mid Isle Electric as per their tender submission in the amount of \$43,792.00 including HST.



April 28, 2023

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

Subject: Kensington CUC Upgrades - Lighting Replacement - Tender Recommendation

Dear Mr. Baker:

Tenders were received for the above project at 1:00 PM, Thursday, April 27, 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>
Mid Isle Electric	\$43,792.00	May 29/2023 to June 29/2023 (4 construction weeks)
<u>Other Bidders</u>		
Hansen Electric	\$65,624.75	June 1/2023 to June 26/2023 (3 construction weeks)
Advanced Resource Electric Development Inc.	\$97,728.15	June 1/2023 to July 1/2023 (4 construction weeks)
Olympia Electric	\$60,639.50	June 26/2023 to July 15/2023 (3 construction weeks)
Copper Shore Electric	\$62,656.60	May 8/2023 to July 15/2023 (10 construction weeks)

It is therefore recommended that the contract be awarded to the low bidder, Mid Isle Electric, in the amount of \$43,792.00, including HST, if the necessary funds are available.

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



*Kensington CUC Upgrades - Lighting Replacement
Tender Recommendation
April 28, 2023*

Best regards,

A handwritten signature in black ink, appearing to be 'CJ McCardle'.

CJ McCardle, EIT

Encl.
WSP ref.: 231-00178-00

Town of Kensington - Request for Decision

Date: May 5, 2023	Request for Decision No: 2023-23 (Office Use Only)
Topic: Consolidation of lands of Bruce Bell PID No. 76711 & 80861	
Proposal Summary/Background: The attached consolidation plan # 20257-C01, dated April 11, 2023, drawn by Locus Survey's Ltd. was submitted by Bruce Bell, owner of PID No. 76711 (63 Victoria Street W.) and PID No. 80861 (2 Francis Street), along with a request to consolidate the properties into a singular parcel to facilitate the future development of a commercial mechanic garage. Town Council previously approved a 10.0 ft (66.66%) variance, permitting a 5.0 ft setback on the West side of the property at their regular September 2022 meeting. The consolidation of PID No. 76711 and PID No. 80861 was listed as a condition within the approval. Attached to this request for decision is the proposed plan of consolidation. <i>**Note that the approval being requested at this time is for the consolidation of the property only, and not for the overall development of the property. It is anticipated that a development permit application will be brought forward for approval at the June 12, 2023 regular meeting of Town Council.</i>	
Benefits: <ul style="list-style-type: none">• N/A	
Disadvantages: <ul style="list-style-type: none">• N/A	
Discussion/Comments: Development Control Bylaw Considerations The current zoning (land use) of the properties is as follows: PID NO. 76711 (63 Victoria Street W.) – C1 – General Commercial Zone	

PID NO. 80861 (2 Francis Street) – R1 – Single Residential Zone

The PID NO. 80861 (2 Francis Street) portion of the lot will be assigned a C1 zoning designation through the Zoning and Subdivision Control (Development) Bylaw Review process.

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

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

Options:

1. Approve the lot subdivision/consolidation, as recommended.
2. Not approve lot subdivision/consolidation.
3. Refer the matter(s) back to staff for further direction and deliberation.

Costs/Required Resources:

N/A

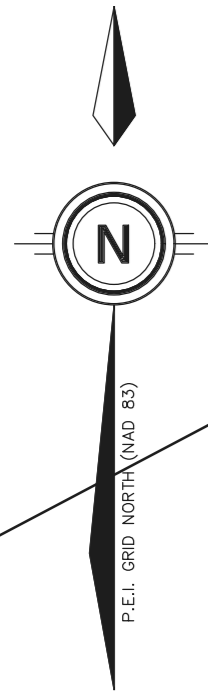
Source of Funding:

N/A

Recommendation:

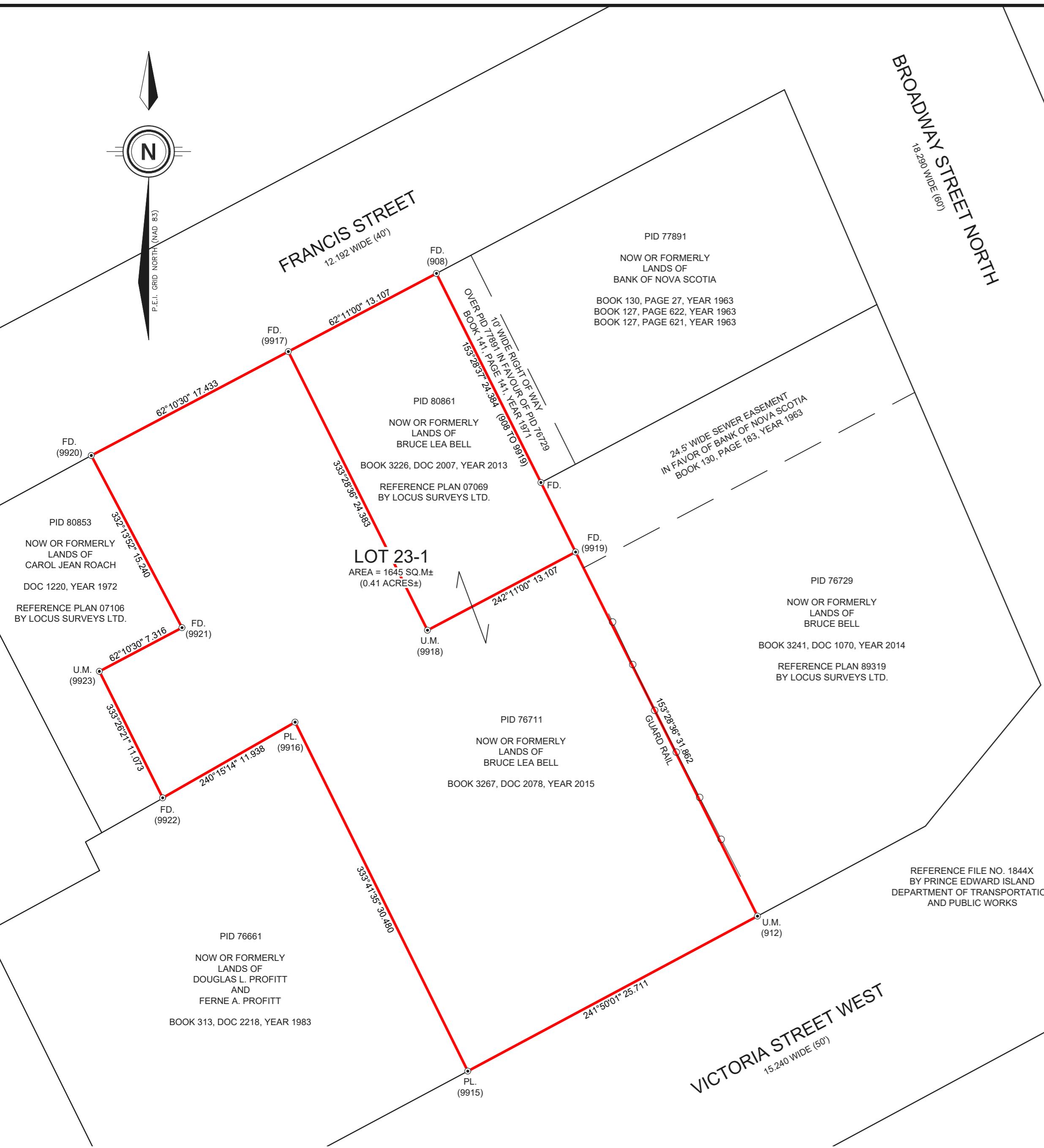
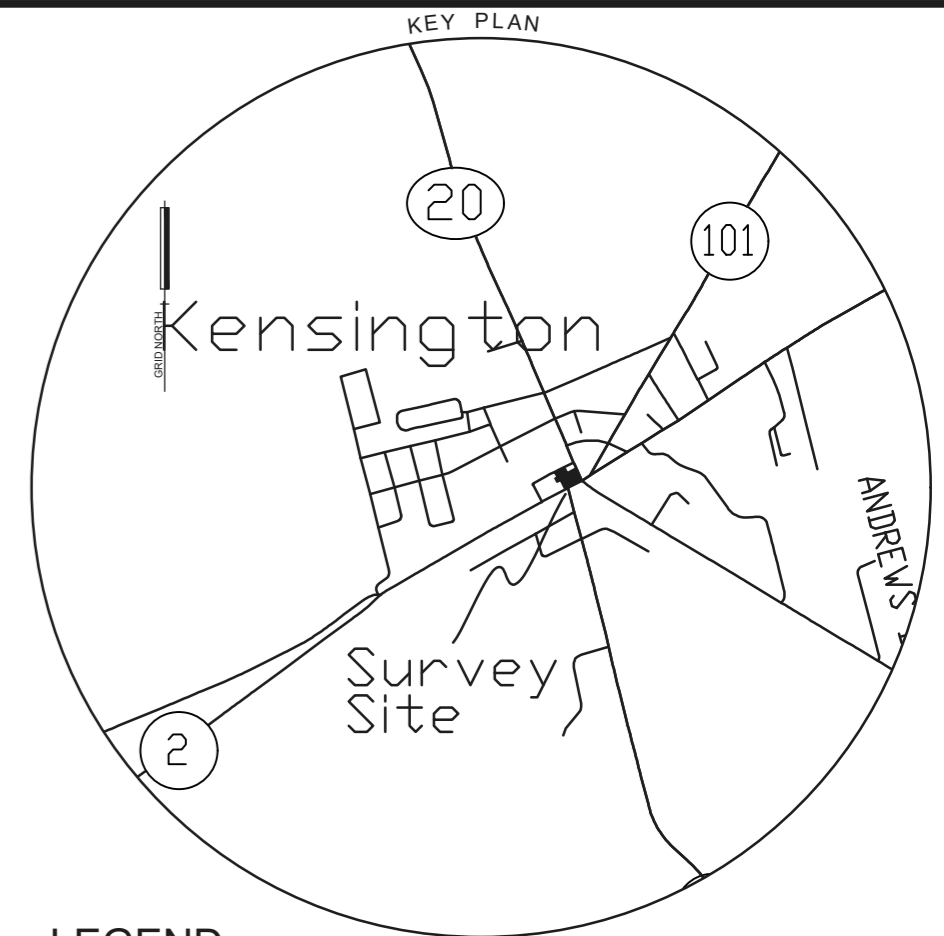
It is recommended that Town Council consider and adopt the following resolution:

BE IT RESOLVED THAT Town Council approve consolidation plan # 20257-C01 as the plan of consolidation for PID No. 80861 and PID No. 766711, being lands of Bruce Lea Bell.



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

Point	Northing	Easting
908	709830.756	350960.927
912	709780.429	350986.042
9915	709768.292	350963.376
9916	709795.615	350949.868
9917	709824.635	350949.337
9918	709802.818	350960.225
9919	709808.938	350971.815
9920	709816.496	350933.921
9921	709803.011	350941.021
9922	709789.692	350939.503
9923	709799.596	350934.551



APPROVAL STAMP

REFERENCE FILE NO. 1844X
BY PRINCE EDWARD ISLAND
DEPARTMENT OF TRANSPORTATION
AND PUBLIC WORKS

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

NOTES:

FIELD SURVEYS WERE CARRIED OUT ON JUNE 24, 2021.

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

DIRECTIONS ARE AZIMUTHS REFERENCED TO GRID NORTH.

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

THE DESIGNATOR, LOT 23-1, ORIGINATES WITH THIS DRAWING.

PID 76711 AND PID 80861 ARE TO BE CONSOLIDATED TO CREATE LOT 23-1.

FINAL APPROVAL IS REQUESTED FOR LOT 23-1.

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

Plan of Survey Showing
LOT 23-1
Being a Consolidation
Lands of BRUCE LEA BELL

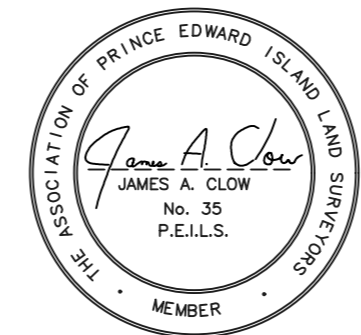
PID 76711 AND 80861
KENSINGTON
LOT/TOWNSHIP 19
COUNTY OF PRINCE
PROVINCE OF PRINCE EDWARD ISLAND

SURVEYOR'S CERTIFICATE

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

DATED THIS 11TH DAY OF APRIL, 2023

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



Town of Kensington - Request for Decision

Date: May 4, 2023	Request for Decision No: 2023-24 (Office Use Only)
Topic: Development Control Bylaw and Official Plan Amendment – Re-zoning of PID No. 747790	
Proposal Summary/Background: <p>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.</p> <p>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.</p> <p>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.</p> <p>The public meeting was held on April 26th at 6:00 pm at the Kensington Town Hall – Council Chambers with three members of the public in attendance, including the applicant, Mark Woodside.</p> <p>There were no public questions/feedback brought forward at the public meeting.</p>	
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: <p>The following information is being circulated with this Request for Decision:</p>	

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. Approve the Official Plan amendment. Give and approve first reading of the Development Control Bylaw amendment, as recommended.
2. Not approve the amendments.
3. Refer the matter(s) back to staff for further direction and deliberation.

Costs/Required Resources:

N/A

Source of Funding:

N/A

Recommendation:

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

General Land Use Map (Official Plan) Amendment Resolution

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.

First Reading of Development Control Bylaw Amendment

Resolution 1

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.

Resolution 2

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 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.

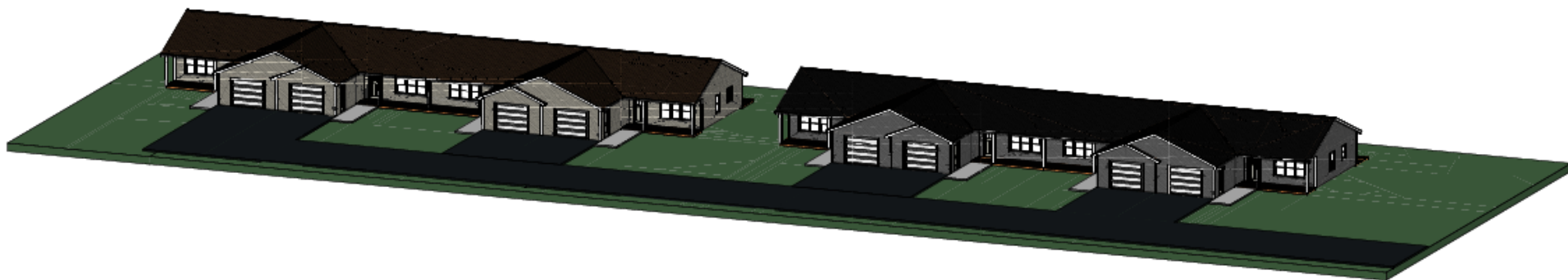
If a future road - to connect to the landlocked areas behind this property - is a desired outcome for the Town the alternative design provides a more efficient use of land and services; and increases future opportunities for subdivision (sale of individual dwelling units) of the townhouse development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

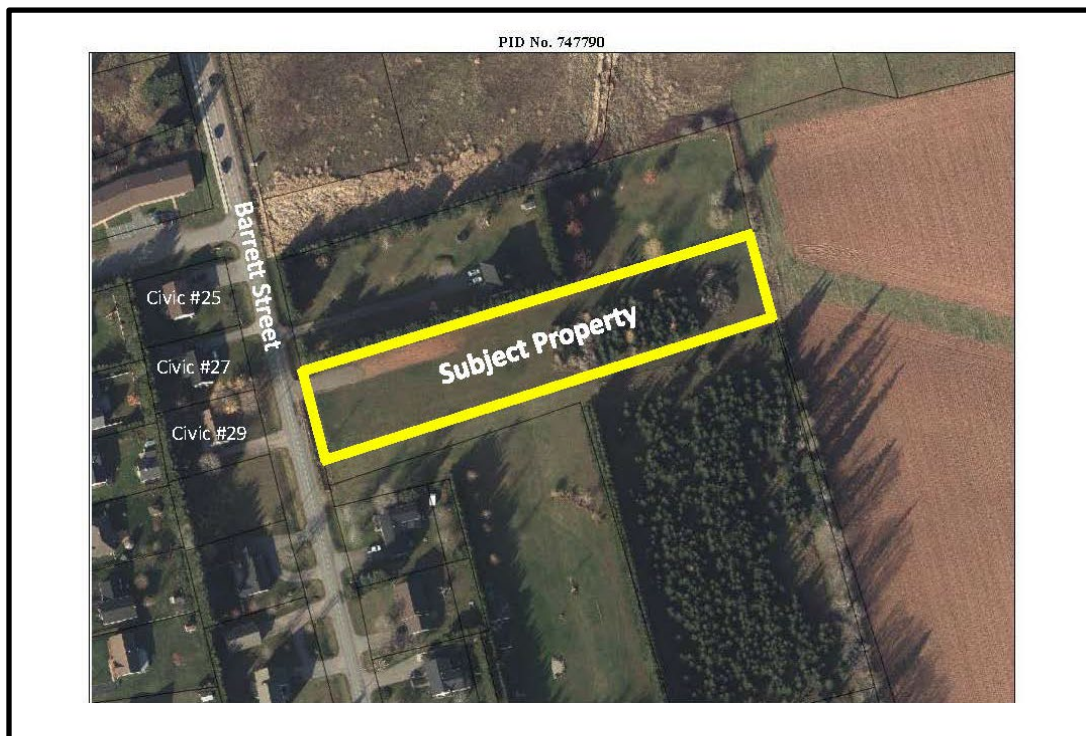
Take notice that, pursuant to the Planning Act and the Town of Kensington's Zoning and Subdivision Control (Development) Bylaw, a Public Meeting will be held at 6:30 PM on Wednesday, April 26, 2023, at the Kensington Town Hall, 55 Victoria Street East, Town of Kensington.

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: May 5, 2023	Request for Decision No: 2023-25 (Office Use Only)
Topic: M&S Rentals Inc – Private Laneway Naming	
<p>Proposal Summary/Background:</p> <p>Town Council approved a development permit application for M&S Rentals Inc. to construct 3 6-unit residential buildings on a recently subdivided portion of PID No. 77271. Vehicle access to the new development is through an approximate 27.50-ft wide x 128-ft long private driveway off Brookins Drive.</p> <p>In consultation with the Provincial 911 Administration (civic addressing) Office, it is recommended that the driveway be assigned a separate name. As the buildings do not face directly onto Brookins Drive, this will provide emergency responders with a more accurate and precise location in the event of an emergency.</p> <p>Attached to this request for decision is the approved development site plan.</p> <p><i>*Note that the laneway proposed is privately owned and will not be dedicated as a public road. Ownership, maintenance, etc. will be the sole responsibility of the property owner.</i></p> <p>The Towns Civic Addressing Policy states the following as it pertains to new road names:</p> <p>Section 7</p> <p><u>General</u></p> <p>7.1 When new road names are assigned or accepted, they must not duplicate a name within the Kensington Fire Coverage Area. Furthermore, since emergency services are dispatched from a variety of locations, including centres outside the Municipality, it is necessary to ensure that there will be no confusion with regard to locating a property. Therefore, a new name should not be overly difficult to pronounce or sound the same as another road name in the Kensington Fire Coverage Area.</p> <p><u>Road Name Registry</u></p>	

7.2 When a development proposal, such as a plan of subdivision, will involve the dedication of a new road to the Municipality, or where the Municipality intends to open a road allowance or rename an existing road, the Municipality shall first consult with the Provincial 911 Administration Office. The 911 Administration Office will review the Road Name Registry to determine whether a proposed road name would be in conflict with current civic addresses within the Kensington Fire Coverage Area.

7.3 The Municipality will advise the 911 Administration Office as to the selected road name so that the registry can be maintained.

Benefits:

- Facilitates safe and effective civic addressing.

Disadvantages:

- N/A

Discussion/Comments:

The following two names were submitted by the developer, M&S Rentals Inc.:

1. Valley Lane
2. Spring Lane

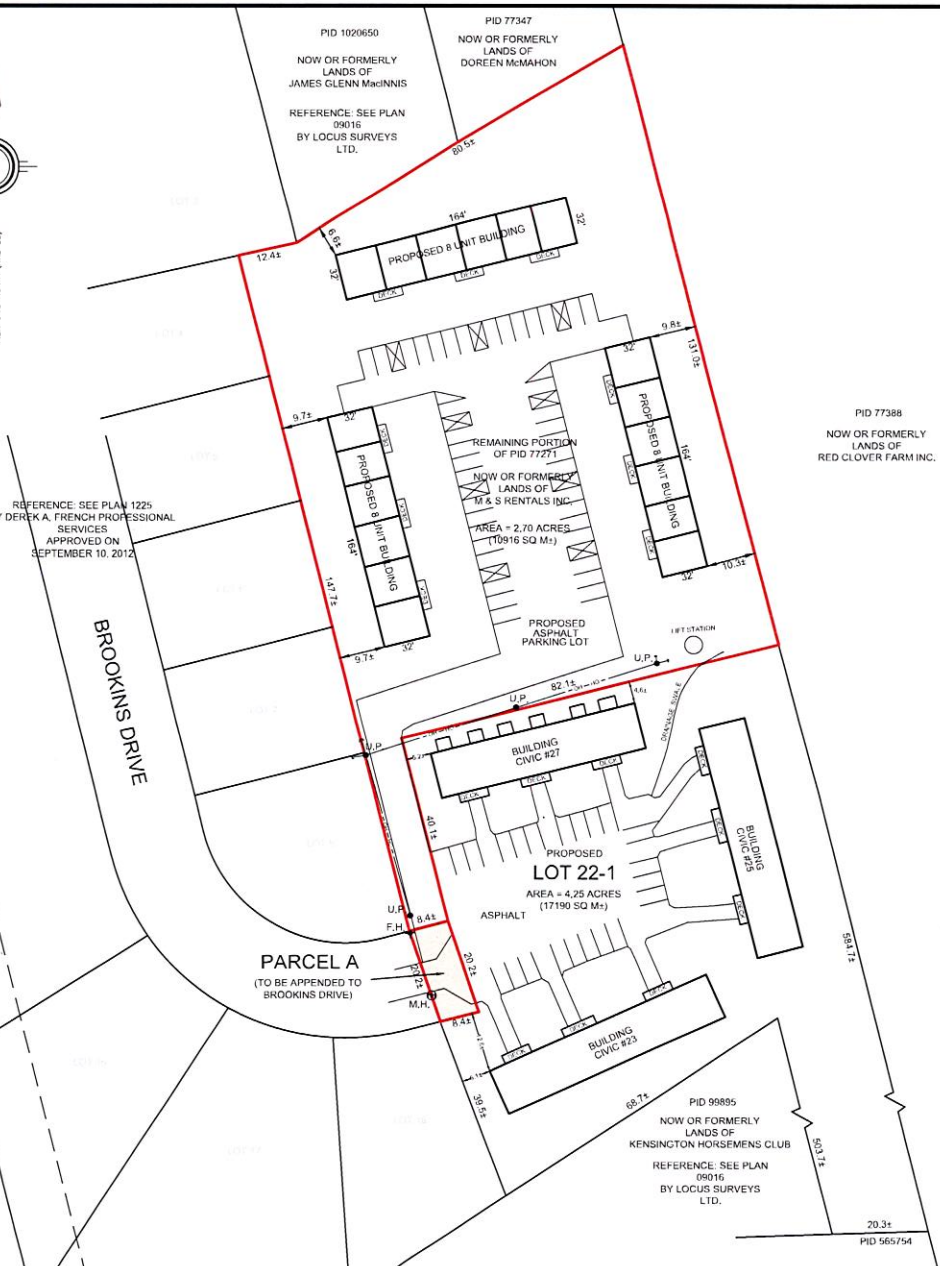
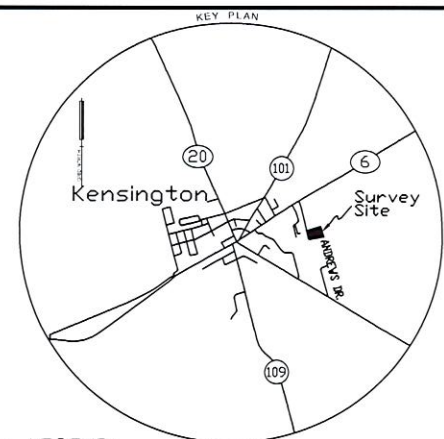
Both names were evaluated and confirmed by the 911 Administration Office as available names within the Kensington Fire District. The developer has selected Valley Lane as the desired name.

A resolution of Town Council is requested to formally adopt the name of the laneway.

Options:

1. Approve the laneway name, as requested by the developer.
2. Not approve the laneway name, as requested by the developer.
3. Refer the matter back to staff for further deliberation.

Costs/Required Resources: N/A	Source of Funding: N/A
Recommendation: <i>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.</i>	



APPROVAL STAMP

LEGEND:

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

NOTES:

FIELD SURVEYS WERE CARRIED OUT ON NOVEMBER 30, 2022.

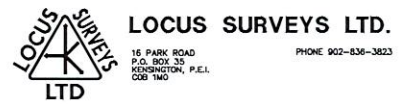
THIS PLAN IS METRIC AND ALL DISTANCES ARE IN METRES UNLESS OTHERWISE SPECIFIED.

DIRECTIONS ARE AZIMUTHS REFERENCED TO GRID NORTH.

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

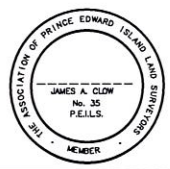
THE DESIGNATOR, LOT 22-1 ORIGINATES WITH THIS DRAWING.

PRELIMINARY APPROVAL IS REQUESTED FOR LOT 22-1.



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

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

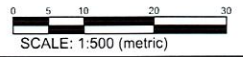


SURVEYOR'S CERTIFICATE

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

DATED THIS 8TH DAY OF DECEMBER, 2022

DRAFT



DATE: DECEMBER 8, 2022
DWG NO: 21165.K01
DRAWN BY: JAC

Town of Kensington - Request for Decision

Date: May 5, 2023	Request for Decision No: 2023-26
Topic: Capital Line of Credit – Short Term Borrowing	
Proposal Summary/Background: <p>Section 164(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 for the purpose of capital expenditures. Section 164(5) of the Act states that where a contribution agreement has been signed between a municipality and the Government of Prince Edward Island or the Government of Canada, any monies borrowed by a municipality for capital expenditures made pursuant to the agreement shall not be included in calculations to determine the debt limit imposed pursuant to subsection 3 (which states that Town Council’s borrowed funds cannot exceed 10% of its current assessed value of real property in the Town).</p> <p>Staff are proposing to implement a revolving capital line of credit, in the amount of one million dollars (\$1,000,000) that can be utilized to fund cash flow requirements for previously approved capital projects.</p> <p>The recently completed business park project required the Town to cover large invoices prior to claims being made for reimbursement through our approved Federal and Provincial funding agreements. In certain instances the Town did not carry sufficient cash flow to cover the invoice and as such, resulted in delays in payment of the invoice, in some instances, beyond thirty days. Contractors have the ability to charge an interest rate for unpaid invoices beyond thirty days. A revolving capital line of credit would allow invoices to be paid in an expedient manner, and the Town can repay the amounts, once received through the approved funding agreements. The town’s committed portion through a funding agreement would be converted to previously approved long-term borrowing following the completion of the approved capital project.</p> <p>For clarity, when an invoice is received on a provincially/federally funded capital project, the Town is responsible for paying the invoice, and then a claim is made for reimbursement through the funding agreement. In certain instances and depending upon the value of the project/invoice, the Town does not always possess the necessary cash flow to enable timely payment.</p>	

***Note that the Town had a capital line of credit in place to facilitate the business park project in the amount of approximately \$2,700,000 which is in the process of being converted to long term debt. Essentially, we are proposing to reduce this to \$1,000,000 to allow the effective completion of Council approved projects of which long term borrowing has been previously approved.*

Benefits:

- Will allow the Town to finance capital expenditures on a short-term basis when required.
- Will delay principal debt payments until capital projects are completed.

Disadvantages:

- None noted.

Discussion/Comments:

It is recommended that Town Council authorize the Chief Administrative Officer to proceed with the establishment of a capital line of credit, in the amount of \$1,000,000, to be utilized pursuant to a provincial and/or federal funding agreement, and a previously approved long-term borrowing resolution associated with a capital project.

Options:

1. Authorize the CAO to establish the capital line of credit, as recommended.
2. Not authorize the establishment of the capital line of credit.
3. Approve a capital line 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 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.*



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

May 2, 2023

Dear Town of Kensington Council,

The PEI 55+ Games Society board took the time to review and discuss the request that came from Ivan Gallant on behalf of the Town Council regarding the profit funds remaining in the 2022 Summer Games account. The board has passed the following motion:

With respect to Ivan Gallant's request on behalf of the Kensington Town Council to retain the financial profit from the 2022 Summer Games, the Board agrees to a 50%/50% share of the \$4499.72 balance, because the town is hosting back to back Summer Games (2022/2023).

The 50% share left to the Town of Kensington will be used to go towards expenses for the 2023 Summer Games.

If there are any questions or concerns, feel free to reach out.

Thank you,

Susan Dalziel
PEI 55+ Games President

cao@kensington.ca

From: KAMBA Baseball <kamba.baseball@gmail.com>
Sent: Wednesday, May 3, 2023 5:39 PM
To: cao@kensington.ca
Subject: Batting Cages

Geoff

As discussed last week, the Kensington Area Minor Baseball Association would like to transfer ownership of the batting cage to the town, as they are the owners of the land the structure is located on.

We would also like to request that the town ensure the structure is included as part of their insurance policy for the facility, to ensure any possible future damages can be covered.

If you have any questions, please let me know,

Pat



3RD ANNUAL DRIVING FOR CHANGE TOURNAMENT

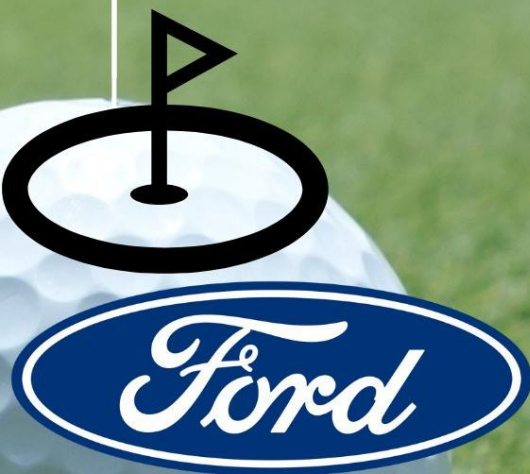
GLASGOW HILLS GOLF RESORT PE

**10
JUNE**

98 GLASGOW HILLS
DR, CAVENDISH, PE
COA 1N0

10Am Shotgun Start 2 person scramble

Cost \$150.00 Tax Included
Golf, Cart, Meal, Liquor station
& Swag Bags



Information contact: rebecca.murphy@ptga.ca

Post Traumatic Growth Association Making Connection!



ACTIVITIES IN THE COMMUNITY

- Trail Rides
- Wood working
- Axe Throwing
- Bowling
- Golf
- Fishing
- Pottery
- Skiing
- Yoga
- Family Events

SIGN UP FOR FREE!

MONTHLY NEWSLETTER:

CONTACT:
REBECCA.MURPHY@PTGA.CA



FOCUS ON 5 PILLARS OF WELL BEING

- Connect with Others ●
- Be Active ●
- Learn New Skills ●
- Pay attention to present moment ●
- Give to Others ●

FREE!



HOW IS IT FREE?

PTGA has private sponsorship and fundraising to offer free activities in the community for Veterans & First Responders.



WHERE ARE WE LOCATED?

PTGA is currently offering activities from NFLD to Yukon.



Email:

rebecca.murphy@ptga.ca



Contact Us

902-314-9572



Visit Our Website

www.ptga.ca



**REGISTER
NOW**

PTGA 

DRIVING FOR CHANGE

GLASGOW HILLS
JUNE 10, 2023



Hole in One



\$150
/person




PROGRAM SCHEDULE

Registration	9:00am
Opening	10:00am
Lunch Break	On Course
Prizes & Auction	15:00pm

PRIZE

Hole In One Prize
First , Second & Third Prize

 902-314-9572

Register by Phone or email: rebecca.murphy@ptga.ca



Driving for Change – PTGA Tour 2023

Bronze Sponsorship: Support Local First Responder or Veteran \$150.00 Limited to 60 Companies per Location

Thank you on the PTGA website & social media. If you do not have a First Responder or Veteran on your staff or would like to invite them, please let us know, as we have a list of those interested in attending.

Silver Sponsorship: \$500.00 Limited to 5 Companies per Location

The program lists your company's logo and name as Silver Sponsor. Company name on signage at the golf course on the event day as a supporter. Thank you on the website and social media.

Gold Sponsorship: \$1000.00 Limited to 15 Companies per location

Four Golf passes for the event, your company's logo, name, and contact information on a tee sign at the designated hole. The program lists your company's logo, name, and contact information as a gold sponsor. Thank you on the PTGA website, social media, and local media.

Hole-in-One Sponsorship Limited to 2 Per Location

Your company's logo, name, and contact information are on a tee sign at the designated hole. The program lists your company's logo, name, and contact information as a gold sponsor. Thank you on the PTGA website, social media, and local media.

Beverage Station or Food Sponsorship is Limited to 1 Per location.

Your company's logo, name, and contact information are on a tee sign at the designated hole. The program lists your company's logo, name, and contact information as a gold sponsor. Thank you on the PTGA website, social media, and local media.

Silent Auction Items:

If you have an item for our silent auction, please let me know a date and item to pick it up, or it can be mailed to PTGA 293 Allen Street Suite 102, Charlottetown PE C1A 2W1.

The PTGA Driving for Change Tour will have 4 locations for 2023: Glasgow Hills Pe, Berwick Heights NS, Moncton & The Lakes Cape Breton.

If you are a returning company, thank you for your support; if you are a new company, thank you for joining an elite group of companies recognizing the need to support our hometown heroes.

If you have any questions, please get in touch with our Veteran Service Coordinator Rebecca Murphy:

Rebecca.murphy@ptga.ca or 902-314-9572



From: Rebecca Murphy

Veteran Service Coordinator | PTGA | 293 Allen Street | Charlottetown | PEI | C1A 2W1

I am writing to inform you of our nonprofit organization and a proposed sponsorship. Post-Traumatic Growth Association is an organization that was initially set up for peer support for veterans in our community and province. We have recently expanded our services to offer peer support, activities, and education to veterans, firefighters, paramedics, RCMP, other frontline workers, and their spouses.

We are conducting a major fundraising event in multiple locations this summer in PTGA Driving for Change Tour.

Tour details include June 10th at Glasgow Hills Golf Resort, New Glasgow, PEI.

July 7th Berwick Heights, Berwick, Nova Scotia

August 12th Petitcodiac Valley Golf & Country Club NB

October 14th The Lakes Ben Eoin, Sydney Cape Breton

We will be accepting Registration for one or all the locations. Silent Auctions will also be compiled for the events to promote all the communities offered to be part of the PTGA Driving for Change Tour.

Our goal for these events is to give awareness of our offerings in the Maritimes and raise additional funds to expand our services to those in need. The money we raise at this event will allow us to continue offering Peer Support meetings and activities for our members and their families to improve their mental health and relationships.

We want to offer you the opportunity to work with our organization in any way your company sees fit; the sponsorship options are attached for your review. Some of the exposure you will receive because of your sponsorship can be found on our website, social media profiles, and signage at the event.

We feel our hometown heroes have been undervalued, and more support must be provided. With your help, we can support the personal growth of these heroes in our community and their families.

Sincerely,

Rebecca Murphy

Veteran Service Coordinator



T | [902-314-9572](tel:902-314-9572)

F | [902-894-1756](tel:902-894-1756)

W | ptga.ca

E | rebecca.murphy@ptga.ca

A | [293 Allen Street, Suite #102 • Charlottetown • PE C1A 2W1](https://www.google.com/maps/place/293+Allen+Street,+Suite+102,+Charlottetown,+PEI+C1A+2W1)