



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

Monday, February 26, 2018 @ 6:30 PM

55 Victoria Street
Kensington, PEI
C0B 1M0

Phone: (902) 836-3781

Fax: (902) 836-3741

Email: mail@townofkensington.com

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
Committee of Council Meeting
Monday – February 26, 2018 – 6:30 PM**

- 1. Call to Order**
- 2. Adoption of Agenda (Additions/Deletions)**
- 3. Declaration of Conflict of Interest**
- 4. Delegations, Special Speakers and Public Input**
- 5. Adoption of Previous Meeting Minutes – January 22, 2018**
- 6. Business Arising from Minutes – January 22, 2018**
- 7. Staff Reports**
 - a. CAO's Report
 - b. Fire Department Statistical Report
 - c. Police Department Statistical Report
 - d. Development Permit Summary Report
 - e. Bills List
 - f. Summary Income Statement - *Nil*
 - g. Community Gardens Complex Report
- 8. New Business**
 - a. COC Memo - 2018-19 Financial Plan
 - b. COC Memo - Tax Rate Groups Bylaw
- 9. Councillor Issues/Inquiries**
- 10. Correspondence**
- 11. In-Camera (Closed Session) - *Nil***
- 12. Adjournment**

**Town of Kensington
Committee of Council Meeting
Monday, January 22, 2017
6:30 PM**

Council Members Present: Mayor Rowan Caseley; Deputy Mayor Mann, Councillors Spencer, Doucette, Pickering, Mill and MacLean

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

Visitors: Colin MacLean – Journal Pioneer

1. Calling of Meeting to Order

1.1 Mayor Caseley called the meeting to order at 6:30 PM and welcomed Council members, staff and visitors.

2. Adoption of Agenda

2.1 *Moved by Councillor Mill, seconded by Councillor Doucette to approve the agenda for the January 2018 Committee of Council meeting with the addition of item 11 – In Camera (Closed session) and two items of correspondence. Unanimously carried.*

3. Declaration of Conflict of Interest

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

4. Delegations, Special Speakers and Public Input

4.1 Nil

5. Adoption of Previous Meeting Minutes

5.1 *Moved by Councillor MacLean, seconded by Councillor Spencer to approve the Committee of Council meeting minutes from November 27, 2017, Councillor Doucette requested that the minutes reflect him excusing himself from the Council Chamber for the item of correspondence requesting the re-zoning of the Kensington Legion. Unanimously carried.*

6. Business Arising from Minutes

- 6.1** Councillor Spencer inquired about the water line break at the EVK pool, further details will not be available until the issue can be evaluated in the spring.

7. Staff Reports

7.1 CAO's Report

- 7.1.1** *Moved by Councillor MacLean, seconded by Councillor Doucette to receive the January 2018 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

- 7.1.2** Councillor Doucette inquired if there was any interest in crossing guard volunteers. It was noted that one resident has submitted their name to volunteer.

7.2 Fire Department Statistical Report

- 7.2.1** *Moved by Councillor Spencer, seconded by Councillor Mill to recommend to Town Council the adoption of the December 2017 Fire Chief's Report as prepared by Deputy Fire Chief Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

- 7.3.1** Due to an error in the December Police Department Statistical Report, it will be amended prior to approval at the February Council Meeting.

7.4 Development Permit Summary Report

- 7.4.1** *Nil*

7.5 Financial Report (Summary Income Statement & Bills List)

- 7.5.1** *Moved by Deputy Mayor Mann seconded by Councillor Pickering to recommend to Town Council the approval of the General Bills List for December 2017 in the amount of \$212,759.36. Unanimously carried.*

- 7.5.2** *Moved by Deputy Mayor Mann, seconded by Councillor Spencer to recommend to Town Council the approval of the Water and Pollution Control Bills List for December 2017 in the amount of \$9,563.04 as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

7.6 Community Gardens Complex Report

- 7.6.1** *Moved by Councillor Pickering, seconded by Councillor Mill to recommend to Town Council the adoption of the Community Gardens*

Complex Report for December 2017, as prepared by CGC Manager, Robert Wood. Unanimously carried.

8. New Business

8.1 2018-19 Operational Budget

8.1.1 Committee of Council received the 2018-19 draft Operational Budget as information. A refined draft will be presented during February's regular meeting of Committee of Council. It is anticipated that final approval of the budget will be considered at the March regular meeting of Town Council.

8.2 Hosting PEI 55+ Games

8.2.1 Committee of Council discussed the request from the PEI 55+ Games Committee to be the host town of the 2018 event.

Moved by Councillor Spencer, seconded by Councillor Doucette to regretfully recommend to Town Council that they consider being the host town of the PEI 55+ Games in 2019 as the request for 2018 event did not provide adequate time to prepare for the event, apply for staff funding, etc. Unanimously carried.

8.3 Municipal Government Act Transition

8.3.1 Committee of Council received the Municipal Government Act transition report as information.

8.4 Public Works Vehicle

8.4.1 *Moved by Councillor Pickering, seconded by Councillor Mill to recommend to Town Council that the town proceed with the purchase of a 2-door, half ton, 2018 Dodge Ram from Summerside Chrysler as per their tendered amount of \$31,253.00 plus HST. Unanimously carried.*

8.5 Strategic Plan Development

8.5.1 *Moved by Councillor Pickering, seconded by Councillor Doucette to recommend to Town Council that the town proceed through a strategic planning process and that staff be authorized to make application to the Community Capacity Fund. Unanimously carried.*

9. Old Business

9.1 Public Works Waste Site

9.1.2 *Moved by Councillor Doucette, seconded by Councillor Spencer to recommend to Town Council that staff develop a policy for the use of the Public Works Waste Site. Unanimously carried.*

10. Councillor Issues/Inquiries

- 10.1** Councillor Mill noted that some of the Town flags are different sizes and requested that larger flags be given to the Community Gardens Complex.
- 10.2** Councillor Spencer brought forward concerns regarding the current condition of the section of Pleasant Street (western section) which was repaired last year.
- 10.3** Councillor Spencer raised concern regarding a recent incident at the Kensington Fitplex where the main door was jammed and required Community Gardens Complex staff to open it from the outside. Mr. Baker will follow up with Mr. Wood.
- 10.4** Councillor MacLean inquired if the rental lease of the Blacksmith Shop had been finalized. Deputy Administrator MacKinnon confirmed that it has not been completed at this time.

11. Correspondence

- 11.1** A letter from Crime Stoppers PEI requesting a financial donation.

Moved by Councillor Spencer, seconded by Councillor Pickering to recommend to Town Council a donation to Crime Stoppers PEI in the amount of \$240.00. Unanimously carried.

- 11.2** A letter from Mark Woodside of M.S Woodside Ltd. requesting the Town to consider the annexation of the PID No. 747790 located off of Barrett Street/Kelvin Road for the use of residential development.

11.2.1 Moved by Councillor Doucette, seconded by Councillor Pickering to recommend to Town Council that staff proceed with the annexation application as requested by Mark Woodside, M.S Woodsides Ltd. to annex PID No. 747790 inside the Town of Kensington boundary. Unanimously carried.

- 11.3** An invitation from the 50th Annual Kensington/Bedford Peewee Hockey Exchange Committee inviting Town Council to the upcoming events, including the meet and greet on Friday, January 26, 2018.
- 11.4** A letter from PEI Crime Stoppers regarding their Pink Shirt Day t-shirt initiative in support of the international campaign against bullying. Council and staff that would like to order a shirt can contact the Town Hall.

12. In-Camera (Closed Session)

- 12.1** *Moved by Councillor Spencer, seconded by Councillor MacLean to commence into a Committee of the Whole meeting at 8:01 PM. Unanimously carried.*

12.2 *Move by Councillor Doucette, seconded by Councillor Pickering to come out of the Committee of the Whole meeting at 8:46 PM. Unanimously carried.*

12.3 *Moved by Councillor Spencer, seconded by Councillor Doucette to recommend to Town Council the approval of the name change of the Community Gardens Complex to the Credit Union Centre. 5 for 1 opposed (MacLean) – Motion carried.*

13. Adjournment

13.1 *Moved by Councillor Doucette, seconded by Councillor Spencer to adjourn the meeting at 8:47 PM. Unanimously carried.*

Wendy MacKinnon,
Deputy Administrator

Rowan Caseley,
Mayor

Town of Kensington
CAO Monthly Report for Town Council - February 2018

Item #	Project/Task	Status
1	Unsitghtly Property - 21 Barrett Street	The Claim of Lien was registered with the Prince County Registry office on February 9, 2018.
2	Emergency Measures Organization	I have not, at this point had an opportunity to reach out to the EMO Coordinator to determine when the next meeting will be scheduled. I will update Council as further information becomes available.
3	Exempt Staffing Policy	NO UPDATE - A draft policy has been provided to the CAO. CAO to finalize prior to presentation to Council.
4	Capital Plan	The proposed 2018 Capital budget will be presented to Committee of Council at their meeting on February 26, 2018.
5	Relocation of "Welcome to Kensington" Sign - Charlottetown Road	This will be completed in the Spring of 2018.
6	Fire Hydrant Adoption Recognition Policy	NO UPDATE
7	Financial Policy Development	NO UPDATE
8	Wellfield Protection Plan	A meeting was held with the Kensington North Watersheds Association (KNWSA) on February 20, 2018. It is anticipated that a formal proposal from KNWSA will be forthcoming shortly to work towards the creation of a formal wellfield protection plan.
9	Procedural Bylaw	Required under the new MGA. The Town currently possesses a Procedural Bylaw however it will need to be reviewed and updated to comply with the MGA. The Bylaw will be reviewed and updated by staff and presented to Town Council upon completion.
10	Crossing Guard Volunteers	Direction was provided by Town Council to contact three volunteers who have expressed interest in the volunteer crossing guard positions. To date, this has not been completed.
11	Fire Department Policy Development	I have reached out to the project consultant for a status update on this project. I will provide the information to Councillors as soon as it is available.
12	Police Transition Steering Committee	A meeting was held on February 13, 2018. Discussions continue around the necessity for a singular radio system and RMS (Records Management System)for all police departments on the Island.
13	Conflict of Interest Bylaw	Required under the new MGA. The Bylaw will be drafted by staff and presented to Town Council upon completion.
14	Street Transfer to Province of PEI	Staff have provided what information is available to the Province of PEI to affect the transfer of town owned streets.
15	CGC Naming Rights	Town Council have formally approved the re-naming of the Community Gardens Complex to Credit Union Centre. Town staff will work with the MBCU team to initiate a formal ceremony/announcement/unveiling of the re-naming.
16	Tax Rate Groups Bylaw	A draft copy of the Tax Rate Groups Bylaw is circulated with the Committee of Council tentative agenda package.
17	Council Code of Conduct Bylaw	Council currently possesses a Code of Conduct however it is not in Bylaw form. Staff will draft the necessary Bylaw and present to Town Council upon completion.
18	BST Multi Unit Development	NO UPDATE It is understood that this project will move forward in 2018. All permitting for the water and sewer connection has been completed by the developer though IRAC and the Provincial Department of Environment.
19	Rail Yards Clock Repair	NO UPDATE The Rail Yards clock was repaired on December 8th however the time still appears to be wrong on a couple of the clock faces. The electrical contractor is currently researching the issue to determine a solution.
20	Canada Post Sign - Corner of Victoria/Broadway	Staff will continue to monitor to ensure the issues with the sign are adequately addressed prior to the 2018 tourist season.
21	Access to Information and Protection of Privacy Bylaw	The Town currently possesses an Access to Information Bylaw however it will be required to be re-drafted to ensure it complies fully with the new Act. The Bylaw will be drafted by staff and presented to Town Council upon completion.
22	Records Retention and Disposition Bylaw	Required under the new MGA. The Bylaw will be drafted by staff and presented to Town Council upon completion.
23	Public Works Vehicle Replacement	The vehicle has been ordered.
24	Bicycle Rack Quotes	The existing bicycle racks will be maintained and placed in the rail yards area to facilitate the 2018 tourist season
25	Letter to Contractors Re: Development Permits	NO UPDATE A letter is being drafted to local contractors advising on development permit requirements.
26	Strategic Plan Development	Town Council has formally approved staff to move the strategic planning process forward. Staff have been in contact with the rural and regional development office and have received the application and guidelines for the Community Capacity Fund. Effort will be placed over the next week to complete and submit the application.

Item #	Project/Task	Status
27	Flag and Proclamation Policy	Staff are working on a Flag Policy and Proclamation Policy. It was initially thought that a draft could be brought to February's Committee of Council meeting however time did not permit this. Staff will continue to dedicate effort to this policy as time permits.
28	Public Works Property Yard Waste Site	Town Council formally approved to cease operation of the Public Works Waste Site. Staff have modified the signage in the area to reflect the closure however additional signage will be required.
29	Procurement Bylaw	The Town currently possesses a Procurement Policy however it will need to be re-drafted in Bylaw form. The Policy will be reviewed and re-drafted in the form of a Bylaw and presented to Town Council upon completion.
30	Rail Yards Map Stop Sign	The repairs to the map stop sign have begun. The roof has been replaced. The remaining required work will be completed as the weather allows, i.e. painting, etc.
31	Employee Code of Conduct	A Code of Conduct for staff will be drafted and presented to Town Council for approval upon completion.
32	Various MGA Immediate Requirements	There are various Bylaws required under the new MGA that are indicated as immediate requirements by Municipal Affairs. They include a Tax Rate Bylaw, Reserve Fund Bylaw, Borrowing Bylaw, Fees Bylaw, and an Animal Control Bylaw. These Bylaws will need to be drafted and adopted by Town Council prior to beginning work on other Bylaws indicated in this report.
33	Annexation of Lands of M.S. Woodsides Ltd.	While the formal application has not been made, staff have been in contact with the Provincial department of Communities, Land and Environment to obtain the required application form and to address new requirements under the new MGA.
34	Pam James Re-Zoning Application	The public meeting has been scheduled for March 5, 2018 at 6pm. Notification letters have been sent to all affected property owners within a 500 foot radius of the property and the required ad has been placed in the Journal Pioneer.
35	KISH Fuel Tank	A meeting with representatives from the Public Schools Branch was held on February 20, 2018. It was attended by Mayor Caseley and I. We continue to work towards a relocation of the fuel tank.

Fire Department Occurrence Report 2017

[illegible]

[illegible]

[illegible]

[illegible]

Police Report January 2018

KPS received 2 false alarms during the month.

January 9 @ 1615hrs- Island Stone Pub, unsure of cause of alarm. Member and Town employees all attended.

January 16 @ 2119hrs – Subway, alarm cancelled as people working on the building, member did not attend.

Year To Date Approved Development Permits Summary Report
2018

Development Permit Category	January	February	March	April	May	June	July	August	September	October	November	December		Total	
New Residential Accessory Structure	1													1	
Total:	1													1	

Total Estimated Construction Value
\$10,000.00
\$10,000.00

Town of Kensington Bills List January 2018

A1 - Vacuums	341025	\$431.25
Amalgamated Dairies Limited	4918026021	\$51.06
Amalgamated Dairies Limited	4918023028	\$21.19
Amalgamated Dairies Limited	4918019023	\$19.69
Amalgamated Dairies Limited	4918016026	\$31.51
Amalgamated Dairies Limited	4918030019	\$28.57
Amalgamated Dairies Limited	4918009024	\$24.61
Amalgamated Dairies Limited	4918003027	\$40.34
ADL Foods	2334524	\$490.89
ADL Foods	2335087	\$432.31
ADL Foods	2336215	\$136.32
ADL Foods	2335840	\$1,061.48
Aliant	5823059	\$228.35
Aliant	5826206	\$30.48
Andrew Griffin	JAN 2018 RRSP	\$502.14
Bell Mobility	2-377246	\$201.25
Brenda MacIsaac	JAN 2018 RRSP	\$273.00
Brenda MacIsaac	JAN 17, 18 MILEAGE	\$14.10
Broadway 45 Catering	157	\$508.88
Building Blocs Home Improvements	1210	\$71.30
CAMA	5972	\$316.25
CAMA	6257	\$316.25
Carleton Uniforms Inc	81282	\$441.60
Central Coastal Tourism Partnership Inc.	738	\$143.75
CIMCO Refrigeration	90594474	\$351.90
Combat Computer Inc	36463	\$172.50
Commercial Construction	JAN 1, 2018	\$1,546.75
Canada Revenue Agency Tax Centre	OCT - DEC 2017 HST	\$13,525.53
Canadian Union of Public Employees	JAN 2018 UNION DUES	\$458.02
D.W Mechanical	1642	\$40.25
D.W Mechanical	1644	\$40.25
D.W Mechanical	1646	\$120.75

D.W Mechanical	1645	\$80.50
D.W Mechanical	1643	\$80.50
D.W Mechanical	1648	\$362.25
Derek Folland	50/50 WINNER JAN 25	\$1,241.00
Eastlink	04196122	\$66.07
Eastlink	04137808	\$71.78
Eastlink	04278998	\$597.38
Eastlink	04279649	\$23.00
Eastlink	04279317	\$83.89
Elizabeth Hubley	JAN 2018 RENT	\$805.00
FCM	08924-J3C0M7	\$506.11
Frito Lay Canada	43758153	\$143.97
Frito Lay Canada	43758343	\$116.32
Frito Lay Canada	43758244	\$105.24
Frontline Outfitters	34755	\$847.26
G. LeBlanc Fire Truck Repair Ltd	10964	\$866.46
G. LeBlanc Fire Truck Repair Ltd	10965	\$764.97
GBS Technologies	137229	\$1,845.42
Geo Net Technologies Inc	11-2386	\$5,750.00
Generation XX	7332	\$100.00
Geoff Baker	JAN 2018 MILEAGE	\$320.02
Green Diamond	1348050	\$249.94
Battlefield Equipment Rentals	5317796 001	\$79.57
Battlefield Equipment Rentals	5316349 001	\$119.35
Holland College	540244	\$36.22
Holland College	540245	\$38.03
Holland College	540210	\$96.58
Holland College	540211	\$207.00
Irving Oil	8	\$69.00
Irving Oil	32215972	\$131.53
Irving Oil	32194101	\$1,314.01
Irving Oil	527042	\$318.79
Irving Oil	346318	\$132.71
Irving Oil	528652	\$809.64

Irving Oil	252766	\$387.17
Irving Oil	123083	\$315.75
Irving Oil	32221831	\$273.52
Irving Oil	925389	\$259.70
Irving Oil	25537	\$414.22
Irving Oil	322228161	\$281.16
Irving Oil	25376	\$46.00
Irving Oil	428067	\$330.43
Irving Oil	741944	\$394.02
Irving Oil	623556	\$611.85
Irving Oil	566401	\$258.06
Irving Oil	426237	\$146.96
Irving Oil	947894	\$638.13
Irving Oil	174887	\$193.19
Irving Oil	655289	\$439.32
Irving Oil	877883	\$109.31
Irving Oil	671421	\$334.77
Irving Oil	735668	\$267.16
Irving Oil	288049	\$547.61
Irving Oil	451607	\$540.98
Island Petroleum	3185	\$545.45
Island Petroleum	1613	\$588.86
Island Petroleum	0637	\$516.87
Island Petroleum	4692	\$316.05
Island Petroleum	4693	\$217.61
Island Petroleum	8844	\$604.18
Island Petroleum	7063	\$649.38
Kays Wholesale	Z01973	\$497.86
Kensington Agricultural Services	2608	\$3.31
Kensington Food Basket	JAN 5, 2018 GIFT BAS	\$30.00
Kent Building Supplies	1029914	\$22.99
Kent Building Supplies	1028735	\$45.03
Ketchum Manufacturing Inc	405145	\$73.59
Key Murray Law	230888	\$1,499.03

Kensington Metal Products Inc	41012	\$15.53
K'Town Auto Parts	6458/5	\$12.65
K'Town Auto Parts	6719/5	\$15.46
K'Town Auto Parts	6779/5	\$63.63
K'Town Auto Parts	6784/5	\$16.01
Kensington & Area Chamber of Commerce	74307	\$115.00
Langille Sharpening Service Inc	59511	\$103.50
Lewis Sutherland	JAN 2018 RRSP	\$613.48
Lewis Sutherland	JAN 2018 MILEAGE	\$132.55
MacInnis Express (1983) Ltd	188861	\$144.84
Maritime Electric	ART CO-OP JAN	\$327.80
Maritime Electric	TRAIN STATION JAN	\$567.90
Maritime Electric	20 STEWART ST JAN	\$64.35
Maritime Electric	SPEED RADAR JAN	\$102.78
Maritime Electric	CAR CHARGER JAN	\$34.37
Maritime Electric	SENIOR CENTER JAN	\$51.75
Maritime Electric	CGC SIGN JAN	\$61.82
Maritime Electric	CGC RINK JAN	\$8,461.04
Maritime Electric	CGC BALLFIELD JAN	\$28.26
Maritime Electric	LIBRARY JAN	\$380.71
Maritime Electric	PW SHOP JAN	\$295.80
Maritime Electric	TOWN HALL JAN	\$1,360.40
Maritime Electric	EVK POOL JAN	\$70.71
Maritime Electric	FIRE HALL JAN	\$393.94
Maritime Electric	STREET LIGHTS JAN	\$2,992.93
Marvin Mill	JAN 25, 2018 HOOKS	\$43.13
Mary's Bake Shoppe	20 - JAN 13, 2018	\$44.28
Mary's Bake Shoppe	JAN 16, 2018	\$14.50
Malpeque Bay Credit Union	JAN 2018 RRSP	\$1,544.26
MD Charleton Co Ltd	66595	\$120.74
Medacom Atlantic Inc	9560	\$251.16
Minister of Finance	297511	\$954.73
MJS Marketing & Promotions	2619052	\$207.00
MJS Marketing & Promotions	2619064	\$51.75

Orkin Canada	8233071	\$62.10
Orkin Canada	8233283	\$28.75
P&G Fire & Safety Inc	5255	\$187.05
PEI Association of Exhibitions	104	\$400.00
PEI Firefighters Association	DUES2018-12	\$1,105.00
Pepsico	29644606	\$1,417.41
Pitney Bowes	3200666790	\$33.53
Pitney Bowes	JAN 2018 POSTAGE	\$1,000.00
Purolator Courier Ltd	436881061	\$31.57
Robert Wood	JAN 2018 MILEAGE	\$159.40
Saltwire Network	7207	\$212.75
Saltwire Network	7248	\$172.50
Saunders Equipment Ltd	70321	\$1,173.00
Mikes Independent	01 0347	\$29.66
Mikes Independent	03 8129	\$10.29
Mikes Independent	03 0689	\$59.48
Mikes Independent	01 0187	\$29.16
Scotia Securities	DOUG K JAN 18 RRSP	\$380.20
Scotiabank Visa	ROBIN'S DONUTS JAN18	\$19.55
Scotiabank Visa	143179 IRVING OIL	\$11.50
Seacor Athletic	3474	\$723.01
Staples	5502029717	\$597.84
Staples	5502029717A	\$319.49
Staples	1865936	\$61.54
Summerside Chrysler Dodge (1984) Ltd	WS10412	\$58.87
Summerside Chrysler Dodge (1984) Ltd	WS10615	\$58.87
Suncor Energy Products Partnership	JAN 1, 2018	\$298.41
Superior Sanitation	635448	\$184.00
Superior Sanitation	635449	\$230.00
Superior Sanitation	635450	\$207.00
Superior Sanitation	635447	\$80.50
T & K Fire Safety Equipment Ltd	234493	\$1,489.25
T & K Fire Safety Equipment Ltd	234679	\$977.50
T & K Fire Safety Equipment Ltd	235045	\$1,934.30

Telus	JAN 2018	\$715.73
Vail's Fabric Services Ltd	297127	\$104.42
Vistaprint	DZ873-M4A66-8M6 VIST	\$20.68
Vistaprint	M8L8B-M4A62-0L2 VIST	\$29.52
Water & Pollution Control Corporation	JAN 2018 W&S	\$208.14
Yellow Pages Group	18-5465524	\$22.08
Subtotal		<hr/> \$87,354.36
Jan Payroll		\$83,268.36
Total Jan Bills		<hr/> \$170,622.72 <hr/>

Water and Pollution Control Corporation Bills List January 2018

Aliant	5825566	\$117.54
Kensington Country Store	02810027716	\$101.33
Kensington Septic Service	2608	\$402.50
Maritime Electric	WELL #3 JAN	\$700.20
Maritime Electric	SEWER PUMP JAN	\$254.54
Maritime Electric	SEWER TREAT JAN	\$168.80
Maritime Electric	WATER TOWER JAN	\$197.87
Maritime Electric	PUMP CONT BLDG JAN	\$284.95
Maritime Electric	PUMP WEST #1 JAN	\$548.55
Maritime Electric	PUMP EAST #2 JAN	\$221.96
Maritime Electric	LIFT STATION JAN	\$250.19
Minister of Finance	180108063	\$510.60
Minister of Finance	180108045	\$31.05
MPWWA	6686	\$131.61
Rogers Plumbing & Heating	12452	\$312.65
Rogers Plumbing & Heating	12424	\$184.00
Total W&S Bills		\$4,418.34

TOWN OF KENSINGTON – MEMORANDUM

TO: MAYOR AND TOWN COUNCIL, CAO
FROM: ROBERT WOOD, CGC MANAGER
SUBJECT: JANUARY 2018 COMMUNITY GARDENS COMPLEX REPORT
DATE: FEBRUARY 23, 2018
ATTACHMENT: STATISTICAL REPORT

Jan 2018

Fitplex

Programming: Aerobics Programming

Hi Lo	Tuesdays 6.30pm
Boxer-fit	Thursdays 6.30pm
Multi -fit	Saturday 8.30am

Hours

Key FOB Entry	5:45 AM – 12:00 Midnight Daily
Staffed	4:00 PM – 8:00 PM Monday – Thursday

Arena

- Hosted the Bedford 50th jamboree tournament for Kensington\Bedford Exchange on January 27-28, 2018. A Kensington/Bedford alumni game was hosted on January 27.
- Zamboni was serviced at Bell's Irving and needed hydraulic hoses replaced.
- New Hockey Goal net meshes were installed on all four nets.
- Initiation Islander Day Jamboree Tournament will be held in Feb and currently has over 200 participants registered.
- Jan 28, 2018 Hot 105.5 and Ocean 100 hosted a free family skate which attracted approximately 250 skaters.

Kensington Cash

January, 2018	\$190.00
	\$205.00
	\$210.00
	<u>\$200.00</u>
Total	<u>\$805.00</u>

Ball Fields

Nothing to report.

Senior Center

Nothing to report.

Upcoming Events

- Initiation Islander Day Tournament on February 22, 2018.
- Pee wee 'A' Provincials in March.
- Novice 'A' Tournament March.
- "Still in the Water" movie shoot in April currently still in negotiations.
- ADL Annual Figure Skating Ice Show scheduled for February 24, 2018.

Free Family Skates

- Feb 11 Winter Carnival skate.

Town of Kenisngton

Community Gardens Complex Monthly Statistical Data

2018

[illegible]

Town of Kenisngton Community Gardens Complex Monthly Statistical Data 2017

[illegible]

TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL

FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER

SUBJECT: 2018/19 OPERATIONAL BUDGET

DATE: 2018-02-23

ATTACHMENTS:

-2018/19 FINANCIAL PLAN – 2018/19 PROPOSED OPERATIONAL AND CAPITAL BUDGET

-LONG TERM DEBT INFORMATION

Introduction

Under the new Municipal Government Act, municipalities are required to operate under a 15-month fiscal year in 2018/19. Thus a 15-month operational and capital budget is required. Section 149(3)(a) states that a council shall on or before March 31, 2018, adopt by resolution an operating budget and a capital budget for the January 1, 2018 to March 31, 2019 fiscal year.

Discussion

The draft 2018/2019 operational and capital budget is circulated with this memo. The budget document contains year end audited figures (available to date) for 2017. Some minor adjustment may be needed prior to Town Council's final approval of the budget as new financial information, i.e. equalization, property taxation, year-end audit values, etc. becomes available. It is not anticipated that any major modification will be made prior to Town Council's consideration in March.

As indicated, a proposed capital budget for the 2018/2019 fiscal year is presented. The capital budget includes capital purchases proposed for the upcoming fiscal year and includes the following revenue sources: transfer from operations, anticipated Federal Government/Gas Tax transfers, anticipated Provincial Government transfers and long-term borrowing. With the transfer of street responsibilities to the Province of PEI, Gas Tax funds allocated to the Pleasant Street Re-Surfacing project for 2018 are required to be re-profiled to other projects. It is proposed that these funds be redirected to a sewer replacement project (Commercial Street) and sidewalk replacement (to be determined).

The attached "draft" budget shows a surplus for fiscal year 2018/2019, however it should be noted that the budget does not include a transfer line from operations to the capital budget which will impact the surplus amount. Every effort is being made by staff and Council to hold the line on property tax increases and to offset increases in expenditures by gaining efficiency or growth in revenues. Staff are recommending that current tax rates be maintained for 2018/2019. The Water and Pollution Control Corporation shows a

slight budgeted surplus of the 15-month fiscal period. The 2018 water and sewer rates will see a small increase in revenue based on the 5-year rates approved by IRAC in 2015.

Conclusion

It is recommended that Committee of Council review the attached 2018/19 “draft” budget document and recommend its approval to Town Council, subject to modifications based on the 2017 audited financial statements and any changes in revenue amounts that may be identified in advance of Council’s approval.

It is further recommended that Committee of Council recommend approval of the 2018/19 municipal tax rates as follows:

- Non-Commercial - \$0.55 per \$100.00 of assessed value (no change)
- Commercial - \$1.30 per \$100.00 of assessed value (no change)

It is further recommended that Committee of Council recommend approval of the operating lines of credit for the General account (\$150,000.00) and the Water and Pollution Control Corporation account (\$75,000.00)

Subject to recommendations by Committee of Council, formal resolutions will be drafted for consideration for the March 12th regular meeting of Town Council.

**Summary
Town of Kensington
Budget 2018**

15 MONTHS	2018 Annual Budget	2017 Annual Budget	2017 Actual Dec 31
Revenue			
General Government	1,316,202	1,081,858	\$ 1,121,835.77
Police	60,000	48,000	\$ 31,259.84
Rental Revenue	117,630	93,960	\$ 93,145.80
Recreation Revenue	2,250	4,500	\$ 2,250.00
			\$ -
Sale of Services	548,900	359,950	\$ 438,254.00
			\$ -
Total Town Revenue	2,044,982	\$ 1,588,268	\$ 1,686,745.41
Fire Revenue	309,195	\$ 242,568	\$ 248,034.00
Community Gardens	510,700	402,900	\$ 389,552.78
Total Revenue all Sources	2,864,877	2,233,736	2,324,332.19
Expenses			\$ -
Town Hall	181,802	146,118	\$ 144,476.23
General Government	642,995	357,469	\$ 375,978.10
Police	553,994	431,072	\$ 448,001.65
Public Works	246,897	237,433	\$ 263,526.47
Train Station	35,700	27,795	\$ 27,243.33
Recreation	81,825	72,250	\$ 69,754.36
Sale of Services	233,563	184,382	\$ 198,256.46
Total Town Expenses	1,976,776	1,456,519	1,527,236.60
Total Fire Expenses	309,195	242,568	\$ 212,712.07
Total CGC Expenses	479,186	363,616	\$ 370,210.51
Total Expenses All Sources	2,765,157	2,062,703	2,110,159.18
			\$ -
Variance Water & Sewer	\$ 3,966.00	-	
Variance Town	\$ 68,206.00	-	
Variance Fire Department	\$ -	-	
Variance CGC	\$ 31,514.00	-	
Variance	\$ 103,686.00	-	\$ -

Town of Kensington

Town Hall

Budget 2018

15 MONTHS	2018 Annual Budget	2017 Annual Budget	2017 Actual Dec 31
Expenses			
Depreciation	61,275	49,020	48,622.18
Property Taxes	10,125	10,125	10,116.50
Electricity	20,750	16,900	15,672.50
Heating Oil	17,500	12,700	12,910.78
Wages - Custodian	40,772	31,979	31,841.72
Repair and Main. - Equip (delete)	-	-	-
Repair and Main. - Building	18,000	14,400	13,569.02
Janitor Supplies - Town Hall	3,750	2,810	3,799.39
Town Hall Consolidation Loan Interest	9,300	7,920	7,668.31
Generator Interest Loan #5	330	264	275.83
	-	-	-
	-		-
Expenses	181,802	146,118	144,476.23

**Town of Kensington
Fire Department
Budget 2018**

15 MONTHS	2018 Annual Budget	2017 Actual Budget	2017 Actual Dec 31
Revenue			
Fire District Malpeque	162,930	125,556	131,019.00
Fire District 1910	93,915	75,132	75,135.00
Fire District Kensington	52,350	41,880	41,880.00
Donations Fire	-	-	-
	-	-	-
Revenue	309,195	242,568	248,034.00
Expenses	-		-
Depreciation	94,125	75,300	72,730.95
Reserve Fund	30,665	18,578	-
Water & Sewer	2,030	1,500	1,716.43
Property Taxes	500	2,235	2,230.25
Electricity	6,150	4,875	4,838.95
Heating Oil	14,150	10,400	9,493.75
Telephone	3,750	2,820	2,905.08
Cellular	2,250	1,800	1,738.27
Advertising	1,000	750	931.94
Honorariums	22,200	22,200	22,200.00
Fire Equipment, Uniforms & Supplies	15,000	12,000	11,597.57
Repair and Main. - Equip	4,500	3,600	1,358.09
Repair and Main. - Vehicle	15,000	12,000	15,547.98
Repair and Main. - Building	6,000	4,800	4,150.87
Vehicle - Gas & Oil	4,500	3,600	2,994.24
Snow and Ice Control	5,250	3,250	1,501.50
Conventions and Meetings/Proff Dev	9,700	7,600	1,557.60
Insurance	3,200	1,500	1,470.00
Answering Service - Fire	3,750	3,000	2,884.70
2010 Truck Loan # 21	5,250	3,960	4,088.37
Fire Hall Loan Int. Loan #10	6,525	4,800	4,775.53
Share of General Government	-	-	-
Administration and Operating Costs	53,700	42,000	42,000.00
	-		-
	-		-
Expenses	309,195	242,568	212,712.07

Town of Kensington
General Government
Budget 2018

15 MONTHS	2018 Annual Budget	2017 Annual Budget	2017 Actual Dec 31
Revenue			
Animal Control	\$ 400	\$ 240	\$ 304.00
Building Permits	\$ 3,650	\$ 3,250	\$ 4,800.00
Donations	\$ 2,500	\$ 5,250	\$ 2,610.00
Canada Day	\$ 1,500	\$ 1,500	\$ 1,537.00
Employment Grant	\$ 24,000	\$ 24,000	\$ 24,596.42
Equalization Grants	\$ 285,765	\$ 475,215	\$ 463,962.00
Community Support Grant	\$ -	\$ -	\$ -
Police Training Grant	\$ 7,400	\$ 3,900	\$ 3,682.36
Miscellaneous Revenue	\$ 7,500	\$ 6,000	\$ 27,350.76
PST Refund (MCEG)	\$ 18,000	\$ -	\$ 18,049.45
Property Taxes	\$ 965,487	\$ 562,503	\$ 574,509.00
Gain or Loss on Disposal of Assets	\$ -	\$ -	\$ 434.78
Kensington 2014 Revenue	\$ -	\$ -	\$ -
Subtotal General Revenue	\$ 1,316,202	\$ 1,081,858	\$ 1,121,835.77
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Police Dept Revenue	\$ 60,000	\$ 48,000	\$ 31,259.84
	\$ -	\$ -	\$ -
Subtotal Police Services Revenue	\$ 60,000	\$ 48,000	\$ 31,259.84
	\$ -	\$ -	\$ -
Dr. MacKean	\$ -	\$ -	\$ -
Dr. McNearney	\$ -	\$ -	\$ -
Kensington Family Medical Centre	\$ 60,375	\$ 48,300	\$ 48,300.00
Miscellaneous Rent	\$ 9,090	\$ 7,272	\$ 7,381.08
Kiddie Town Daycare	\$ 6,450	\$ 5,088	\$ 5,085.48
Public Health Nurse	\$ -	\$ -	\$ -
Chamber of Commerce	\$ 1,815	\$ 1,452	\$ 1,452.96
Unit 17	\$ -	\$ -	\$ -
Indian River Festival	\$ 1,350	\$ 2,172	\$ 1,089.72
Train Station	\$ 27,345	\$ 20,844	\$ 20,861.76
Kensington Physiotherapy	\$ 11,205	\$ 8,832	\$ 8,974.80
Fun Times Kindergarden	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Subtotal Rental Revenue	\$ 117,630	\$ 93,960	\$ 93,145.80
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Recreation & Aqua Program	\$ 2,250	\$ 4,500	\$ 2,250.00
Support for Recreation Director	\$ -	\$ -	\$ -
Subtotal Recreation Revenue	\$ 2,250	\$ 4,500	\$ 2,250.00
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
CIS Secondment	\$ -	\$ -	\$ -
Police Chief Services	\$ -	\$ -	\$ -
Contract Revenue	\$ 525,000	\$ 341,050	\$ 416,759.00
Record Checks	\$ 23,900	\$ 18,900	\$ 21,495.00
Subtotal Sales of Services	\$ 548,900	\$ 359,950	\$ 438,254.00
	\$ -	\$ -	\$ -

**Town of Kensington
General Government
Budget 2018**

15 MONTHS	2018 Annual Budget	2017 Annual Budget	2017 Actual Dec 31
Revenue			
Total Revenue	\$ 2,044,982	\$ 1,588,268	\$ 1,686,745.41
Expenses	\$ -	\$ -	\$ -
Depreciation	\$ -	\$ -	\$ -
Deficit Recovery	\$ -	\$ -	\$ -
Reserve Fund	\$ 75,000	\$ -	\$ -
Property Taxes(Gorman & Walker)	\$ 300	\$ 150	\$ 286.75
Telephone	\$ 3,750	\$ 3,000	\$ 3,110.44
Cellular	\$ 5,400	\$ 3,600	\$ 4,257.41
Office Expenses	\$ 15,000	\$ 11,400	\$ 12,250.44
IT Services	\$ 4,500	\$ 3,600	\$ 5,054.80
Advertising	\$ 10,500	\$ 8,400	\$ 7,114.26
Wages - Administration	\$ 296,150	\$ 230,321	\$ 221,550.21
Workers Compensation	\$ 7,020	\$ 7,020	\$ 7,300.00
Honorariums	\$ 22,250	\$ 21,700	\$ 21,824.78
20 Stewart Street Bldg R&M	\$ 4,500	\$ 3,600	\$ 3,209.47
Vehicle - Gas & Oil (Delete)	\$ -		\$ -
Conventions and Meetings	\$ 4,500	\$ 3,600	\$ 2,433.39
Town Functions (Delete see Special Events)	\$ -	\$ -	\$ -
Dues & Memberships	\$ 7,500	\$ 5,400	\$ 5,539.88
Travel and Mileage	\$ 6,750	\$ 5,400	\$ 5,048.63
Proff Development	\$ 1,240	\$ 1,040	\$ 3,828.29
Donations and Grants	\$ 12,000	\$ 10,500	\$ 11,216.26
Miscellaneous	\$ 5,750	\$ 600	\$ 9,154.03
Insurance - Other	\$ 104,000	\$ 46,000	\$ 50,279.00
Professional Fees - Accountant	\$ 22,200	\$ 13,000	\$ 11,770.00
Professional Fees - Other	\$ 60,000	\$ 3,600	\$ 15,243.28
Fire Department Administration	-\$ 52,500	-\$ 42,000	-\$ 42,000.00
Animal Control	\$ 150	\$ 120	\$ 106.46
Photocopier	\$ 4,250	\$ 3,400	\$ 3,328.01
Web Page Expenses	\$ 2,000	\$ 900	\$ 2,768.20
ADP Payroll Expenses	\$ 3,900	\$ 3,120	\$ 2,723.91
Bank Charges	\$ 9,000	\$ 7,200	\$ 7,583.15
Development Expense	\$ 4,000	\$ 2,000	\$ 462.41
Planning (combine with Prof Other)	\$ -	\$ -	\$ -
Promotional Materials	\$ 3,750	\$ 3,000	\$ 3,099.17
LOC Loan Interest	\$ 11,250	\$ 9,000	\$ 8,691.51
Fire Protection Charge	\$ 69,930	\$ 55,944	\$ 55,944.00
W&S Share of General Government	-\$ 189,000	-\$ 151,200	-\$ 151,200.00
Fire Share of General Government	\$ 52,350	\$ 41,880	\$ 41,880.00
Francis St & School St Loan Int.	\$ 6,300	\$ 5,040	\$ 4,842.47
2013/2014 Capital Loan Interest	\$ 4,200	\$ 3,360	\$ 3,298.80
Gorman Property Loan Interest	\$ -	\$ -	\$ 125.49
2012 Street Upgrade Interest	\$ 3,450	\$ 2,760	\$ 2,660.05
Gas Tax Loan Interest	\$ -	\$ 6,120	\$ 5,596.44
Loan # 15 Walker property Interest	\$ -	\$ -	\$ -
Loan on 12 School Street Interest	\$ 1,125	\$ 900	\$ 857.99
FunTimes Loan interest	\$ -	\$ -	\$ -
Storm sewer Linwood/Maple Lane Interest	\$ 930	\$ 744	\$ 779.96

Town of Kensington
General Government
Budget 2018

15 MONTHS	2018 Annual Budget	2017 Annual Budget	2017 Actual Dec 31
Revenue			
Cogsdale Maintenance Fee	\$ 12,100	\$ 6,050	\$ 6,050.00
Fun Times Expense	\$ -	\$ -	\$ -
Library Expense	\$ 16,500	\$ 13,200	\$ 12,408.76
Vu Works	\$ 11,000	\$ 4,000	\$ 5,500.00
	\$ -	\$ -	\$ -
	\$ -		\$ -
Expenses	\$ 642,995	\$ 357,469	\$ 375,978.10

**Town of Kensington
Police Department
Budget 2018**

15 MONTHS	2018 Annual Budget	2017 Annual Budget	2017 Actual Dec 31
Expense			
Depreciation	\$ 32,115	\$ 25,692	\$ 15,104.31
Telephone	\$ 7,500	\$ 6,000	\$ 5,597.45
Cellular	\$ 1,875	\$ 1,500	\$ 1,560.42
Office Expenses	\$ 6,450	\$ 5,160	\$ 5,564.41
IT Services	\$ 4,800	\$ 2,160	\$ 3,683.31
Wages - Police Full Time	\$ 308,407	\$ 240,775	\$ 226,478.55
Wages - Part Time/Casual	\$ 132,490	\$ 103,945	\$ 133,836.71
Workers Compensation	\$ 7,020	\$ 7,020	\$ 7,299.99
Repair and Main. - Equip	\$ 5,600	\$ 5,300	\$ 5,323.46
Repair and Main. - Vehicle	\$ 9,000	\$ 4,800	\$ 8,664.06
Vehicle - Gas & Oil	\$ 15,000	\$ 12,000	\$ 15,016.22
Proff Development	\$ 6,000	\$ 4,800	\$ 3,848.89
Uniforms - Clothing & Supplies	\$ 7,027	\$ 5,620	\$ 16,834.50
Insurance - Life	\$ 1,785	\$ 1,080	\$ 1,333.23
Answering Service - police	\$ 33,000	\$ 24,000	\$ 19,800.00
Meals While on Duty	\$ 450	\$ 360	\$ 281.64
Vehicle - Rental	\$ 300	\$ 300	\$ 247.38
Court Costs & Witness Fees	\$ 1,500	\$ 1,200	\$ 425.00
Crime Prevention Initiatives	\$ 750	\$ 600	\$ 155.00
PROS	\$ 1,800	\$ 1,800	\$ -
2013 Ford Police Car Interest	\$ -	\$ 60	\$ -
2016 Dodge Charger Interest	\$ 1,125	\$ 900	\$ 947.12
Police Share of Sales of Service	\$ (30,000.00)	\$ (24,000.00)	\$ (24,000.00)
	\$ -	\$ -	\$ -
Expenses	\$ 553,994	\$ 431,072	\$ 448,001.65

**Town of Kensington
Public Works
Budget 2018**

15 MONTHS	2018 Annual Budget	2017 Annual Budget	2017 Actual Dec 31
Expense			
Depreciation	\$ 107,325	\$ 85,860.00	\$ 92,511.65
Property Taxes	\$ 465	\$ 465.00	\$ 462.00
Electricity	\$ 2,325	\$ 1,860.00	\$ 1,911.70
Heating Oil	\$ 5,200	\$ 3,550.00	\$ 3,499.03
Street Lights	\$ 46,500	\$ 37,200.00	\$ 36,418.36
Telephone (Disconnected)	\$ -	\$ -	\$ -
Cellular	\$ 1,500	\$ 1,200.00	\$ 1,150.75
Wages	\$ 181,182	\$ 142,798.00	\$ 159,825.65
Repair and Main. - Equip	\$ 15,000	\$ 12,000.00	\$ 9,956.26
Repair and Main. - Vehicle	\$ 3,000	\$ 2,400.00	\$ 3,514.89
Repair and Main. - Building	\$ 3,000	\$ 2,400.00	\$ 1,906.46
Vehicle - Gas & Oil	\$ 6,000	\$ 4,800.00	\$ 4,629.10
Snow and Ice Control	\$ 18,000	\$ 60,000.00	\$ 52,705.74
Uniforms - Clothing & Supplies	\$ 900	\$ 900.00	\$ 666.98
Gas & Oil - Equipment Public Works	\$ 10,250	\$ 8,000.00	\$ 5,809.61
Small Tools & Shop Supplies	\$ 1,500	\$ 1,200.00	\$ 738.55
Miscellaneous	\$ 1,500	\$ 1,200.00	\$ 5,485.83
Garbage Disposal	\$ 2,625	\$ 2,100.00	\$ 2,004.90
Asphalt Patching/Sidewalk	\$ 22,500	\$ 15,000.00	\$ 25,986.61
Water and Sewer Share	-\$ 186,000	\$ (148,800.00)	\$ (148,800.00)
Public Works Interest on Loans	\$ 4,125	\$ 3,300.00	\$ 3,142.40
Operating Lease Kubota	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Expenses	\$ 246,897	\$ 237,433.00	\$ 263,526.47

**Town of Kensington
Train Station
Budget 2018**

15 MONTHS	2018 Annual Budget	2017 Annual Budget	2017 Actual Dec 31
Expense			
Depreciation	\$ 3,600	\$ 2,880	\$ 3,061.73
Water & Sewer	\$ 1,800	\$ 1,440	\$ 1,515.87
Property Taxes	\$ 1,275	\$ 1,275	\$ 1,900.50
Electricity	\$ 10,950	\$ 8,760	\$ 8,535.56
Heating Oil	\$ 9,150	\$ 6,300	\$ 5,591.03
Freight Shed Electricity	\$ 3,150	\$ 2,520	\$ 2,696.12
Repair and Main. - Equip	\$ 375	\$ 300	\$ -
Repair and Main. - Building	\$ 4,500	\$ 3,600	\$ 3,253.55
Train Station Int Infrast Loan #23	\$ 900	\$ 720	\$ 688.97
	\$ -	\$ -	\$ -
Expenses	\$ 35,700	\$ 27,795	\$ 27,243.33

**Town of Kensington
Recreation & Parks
Budget 2018**

15 MONTHS	2018 Annual Budget	2017 Annual Budget	2017 Actual Dec 31
Expense			
Depreciation	\$ 7,125	\$ 5,700	5,704.29
Property Taxes	\$ 1,350	\$ 1,350	3,293.84
Electricity	\$ 3,200	\$ 3,050	3,715.51
Wages - EVK Pool	\$ 17,000	\$ 17,000	13,849.03
Repair and Maint - Equip	\$ 1,000	\$ 1,000	1,300.55
Repair and Maint. - Building	\$ 2,450	\$ 2,450	1,612.63
Uniforms - Clothing & Supplies	\$ 500	\$ 500	-
Special Events Expense	\$ 14,700	\$ 13,200	15,423.93
Chemicals	\$ 3,500	\$ 3,000	3,852.69
Canada Day Expenses	\$ 3,000	\$ 3,000	1,686.09
Community Gardens Grant	\$ 22,000	\$ 16,000	16,000.00
Park Improvements	\$ 6,000	\$ 6,000	3,315.80
Kensington 2014	\$ -	\$ -	-
Water & Sewer	\$ -	\$ -	-
Expenses	\$ 81,825	\$ 72,250	69,754.36

Town of Kensington
Sales of Service
Budget 2018

15 MONTHS	2018 Annual Budget	2017 Annual Budget	2017 Actual Dec 31
Expenses			
Office Expenses	\$ 1,875	\$ 1,500	\$ 722.81
IT Services	\$ 2,309	\$ 1,844	\$ -
Wages - Police Chief Allocation	\$ 30,000	\$ 24,000	\$ 24,000.00
Wages - Police Full Time	\$ -	\$ -	\$ 170,952.41
Wages - Police Tech's	\$ 195,949	\$ 153,728	\$ -
Proff Development	\$ 600	\$ 480	\$ 386.19
PROS	\$ 2,830	\$ 2,830	\$ 2,195.05
IT Services	\$ -	\$ -	\$ -
Expenses	\$ 233,563	\$ 184,382	\$ 198,256.46

Town of Kensington Water & Sewer Corporation Summary 15 MONTHS		2018 Annual Budget	2017 Annual Budget	2017 Actual Dec 31
Revenue				
Water Revenue	\$	259,500	\$ 198,900	\$ 204,830.79
Water Miscellaneous Revenue	\$	-	\$ -	\$ 325.00
Interest Water A/R	\$	3,750	\$ 3,000	\$ 1,937.18
Water Rating Charge	\$	70,003	\$ 56,017	\$ 55,944.00
Sewer Misc Revenue	\$	-	\$ -	\$ 304,818.71
Sewer Revenue	\$	383,250	\$ 297,720	\$ -
Total Revenue	\$	716,503	\$ 555,637	\$ 567,855.68
	\$	-	\$ -	\$ -
Expense		\$ -	\$ -	\$ -
Depreciation	\$	137,400	\$ 103,200	\$ 109,864.50
Deficit Recovery	\$	-	\$ -	\$ -
Reserve	\$	-	\$ 13,471	\$ -
Property Tax	\$	2,700	\$ 2,700	\$ 2,621.00
Electricity	\$	29,826	\$ 23,826	\$ 25,460.42
Telephone	\$	3,900	\$ 3,120	\$ 3,577.51
Advertising	\$	1,500	\$ 1,200	\$ -
Honorarium	\$	4,200	\$ 4,200	\$ 3,619.05
Equipment R & M water	\$	-	\$ -	\$ -
Professional Development	\$	4,200	\$ 3,900	\$ 2,651.22
Professional fees Other	\$	6,500	\$ 6,800	\$ 5,923.97
Repairs & Maintenance water	\$	18,750	\$ 12,000	\$ 13,646.33
Bank Charges water	\$	3,225	\$ 2,580	\$ 3,285.10
Interest on LT Debt Water	\$	37,500	\$ 20,190	\$ 27,925.06
Water Analysis	\$	6,000	\$ 4,800	\$ 4,588.10
Water Chlorination	\$	1,800	\$ 1,440	\$ 1,690.75
Bank Charges	\$	3,225	\$ 2,580	\$ 3,284.70
Interest on LT Debt Sewer	\$	27,000	\$ 19,680	\$ 20,187.94
Repairs and Maintenance Sewer	\$	42,311	\$ 23,950	\$ 48,212.20
CGC Allocation	\$	7,500	\$ 6,000	\$ 7,130.74
Reserve	\$	-	\$ -	\$ -
Share of Gen Gov't	\$	189,000	\$ 151,200	\$ 151,200.00
Share of Public Works	\$	186,000	\$ 148,800	\$ 148,800.00
Expenses	\$	712,537	\$ 555,637	\$ 583,668.59
	\$	-		\$ -
Variance	\$	3,966.00	\$ -	\$ (15,812.91)

**Community Gardens Complex
Budget 2018**

15 MONTHS	2018 Annual Budget	2017 Annual Budget	2017 Actual Dec 31
Revenue			
CGC Ice Rental	\$ 206,500	\$148,000	\$141,987.01
CGC Canteen Sales	\$ 99,500	\$72,500	\$66,078.92
CGC Fitplex Sales	\$ 45,000	\$36,000	\$42,693.34
CGC Harvest Festival Sales	\$ 31,000	\$31,000	\$39,208.70
CGC Summer Camp Sales	\$ -	\$11,000	\$0.00
CGC Building Rentals	\$ 1,600	\$1,600	\$1,400.00
CGC Interest Revenue	\$ -	\$0	\$0.00
CGC Ballfield Sales	\$ 3,500	\$3,500	\$4,516.09
CGC Cash Over/Under	\$ -	\$0	\$0.00
CGC Sign Rentals	\$ 13,100	\$12,600	\$15,514.78
CGC Donations	\$ 20,000	\$10,000	\$10,000.00
CGC Fund Raising Events	\$ 29,500	\$25,000	\$21,527.32
CGC Grants - Operational	\$ 30,500	\$24,500	\$26,877.04
CGC Wage Grants	\$ 29,000	\$26,000	\$14,034.35
CGC Miscellaneous Revenue	\$ 1,500	\$1,200	\$5,715.23
	\$ -		
Total Revenue	\$ 510,700	\$402,900	\$389,552.78
	\$ -		
Expense	\$ -		
CGC Depreciation	\$ 25,920	\$20,736	\$23,584.00
Deficit Recovery	\$ -	\$0	\$0.00
CGC Reserve	\$ -	\$0	\$0.00
CGC Property Taxes	\$ -	\$0	\$528.00
CGC Electricity Arena	\$ 89,005	\$62,255	\$67,378.72
CGC Heating Oil	\$ 20,400	\$13,400	\$11,555.67
CGC Electricity Sign	\$ 750	\$600	\$718.24
CGC Electricity Ball Field / Canteen	\$ 575	\$485	\$296.39
CGC Telephone	\$ 3,000	\$2,400	\$2,528.94
CGC Cellular	\$ 1,500	\$1,200	\$952.46
CGC Office Supplies	\$ 750	\$600	\$1,222.27
CGC Advertising	\$ 2,900	\$2,400	\$1,724.07
CGC Wages and Salaries	\$ 203,756	\$159,070	\$141,301.41
CGC Workers Compensation	\$ 1,480	\$1,480	\$1,406.80
CGC Repair and Main Equip	\$ 1,125	\$900	\$117.10
CGC Repair Vehicle (Zamboni)	\$ 1,500	\$1,200	\$4,657.51
CGC Repair Building	\$ 4,750	\$4,000	\$10,751.80
CGC Repair and Main Ice Plant	\$ 3,100	\$2,450	\$7,413.73
CGC Repair and Main Property	\$ 750	\$750	\$0.00
CGC Repair and Main Ice Surface	\$ 3,700	\$2,550	\$2,693.38
CGC Zamboni Propane	\$ 3,300	\$2,400	\$2,718.61
CGC Ballfield Expenses	\$ 600	\$600	\$279.35
CGC Canteen Expenses	\$ 46,750	\$34,750	\$35,687.17
CGC Harvest Festival Expenses	\$ 9,000	\$9,000	\$16,622.70
CGC Fitplex Expenses	\$ 1,500	\$1,200	\$4,640.34
CGC Snow Removal	\$ 5,100	\$3,300	\$1,865.00
CGC MBCU Loan Interest	\$ 6,375	\$5,100	\$4,224.26
CGC Summer Camp Expenses	\$ -	\$900	\$0.00
CGC Fund Raising Expenses	\$ 9,000	\$8,000	\$7,555.00
CGC Dehumidifier Interest	\$ 450	\$360	\$373.75
CGC Senior Center Oil	\$ 2,750	\$2,150	\$1,525.21

**Community Gardens Complex
Budget 2018**

15 MONTHS	2018 Annual Budget	2017 Annual Budget	2017 Actual Dec 31
Revenue			
CGC Senior Center Electricity	\$ 1,125	\$900	\$464.75
CGC Senior Center Repair and Main	\$ 1,800	\$1,800	\$146.78
CGC Senior Center Property Tax	\$ -	\$0	\$0.00
CGC Travel and Mileage	\$ 2,250	\$1,800	\$1,477.48
CGC Insurance	\$ 15,000	\$7,500	\$7,500.00
CGC Professional Fees Accounting	\$ -	\$0	\$0.00
CGC Janitorial Supplies	\$ 4,125	\$3,300	\$2,257.89
CGC Bank Charges	\$ 2,100	\$1,680	\$1,841.73
CGC Garbage Removal	\$ 3,000	\$2,400	\$2,200.00
Total Expenses	\$ 479,186	\$363,616	\$370,210.51
	\$ -		
Variance	\$ 31,514.00	\$ 39,284.00	\$ 19,342.27

Town of Kensington
 2018 Proposed Capital Plan

Project Category	Budget 2018	Transfer from Operations	Federal/Gas Tax	Provincial	Long Term Borrowing
Community Gardens Complex					
Zamboni	\$ 100,000.00				\$ 100,000.00
Police Department					
Computer Replacement	\$ 3,000.00	\$ 3,000.00			
Fire Department					
Annual Bunker Gear Replacement (5 sets)	\$ 13,500.00	\$ 13,500.00			
Rescue Craft	\$ 8,700.00	\$ 8,700.00			
Upgrade Breathing Apparatus' (3 units)	\$ 19,500.00	\$ 19,500.00			
Town Hall/General Government					
Flooring and Paint	\$ 10,000.00	\$ 10,000.00			
Strategic Plan	\$ 22,000.00	\$ 12,000.00	\$ 10,000.00		
Official Plan/Zoning Bylaw Review	\$ 20,000.00	\$ 12,000.00		\$ 8,000.00	
Public Works					
Maintenance Vehicle	\$ 40,000.00	\$ 40,000.00			
Building Upgrades (Roof Leak, Chimney)	\$ 2,500.00	\$ 2,500.00			
Sidewalk Replacement	\$ 135,000.00		\$ 135,000.00		
Water					
Wellfield Protection Plan	\$ 10,000.00	\$ 10,000.00			
Sewer					
Lagoon Pump	\$ 4,500.00	\$ 4,500.00			
Sewer Replacement	\$ 50,000.00		\$ 50,000.00		
Total	\$ 438,700.00	\$ 135,700.00	\$ 195,000.00	\$ 8,000.00	\$ 100,000.00

Town of Kensington Long-Term Debt - Previous 6 Years

	General	Fire	CGC	Water & Sewer	Total
2012	\$1,862,138.00	\$510,021.00	\$252,400.00	\$1,976,635.00	\$4,601,194.00
2013	\$1,585,967.00	\$460,960.00	\$269,432.00	\$1,856,830.00	\$4,173,189.00
2014	\$1,429,363.00	\$413,640.00	\$245,624.00	\$1,744,470.00	\$3,833,097.00
2015	\$1,690,171.00	\$365,562.00	\$151,816.00	\$1,664,450.00	\$3,871,999.00
2016	\$1,463,644.00	\$324,741.00	\$115,200.00	\$1,715,912.00	\$3,619,497.00
2017	\$1,143,331.00	\$297,298.00	\$98,400.00	\$1,629,395.00	\$3,168,424.00

Remaining Amortization	Oct 2028	Oct 2028	Dec 2025	Oct 2036
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TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: TAX RATE GROUPS BYLAW
DATE: 2018-02-23
ATTACHMENTS: TAX RATE GROUP BYLAW

Introduction

As part of the transition under the new Municipal Government Act (MGA) the Town is required to implement a “*Tax Rate Groups Bylaw*”. The Bylaw essentially sets property taxation categories and provides Town Council with the authority to set tax rates by resolution.

Recommendation

It is requested that Committee of Council review the attached Town of Kensington *Tax Rate Groups Bylaw*; and consider and approve the following resolution to recommend to Town Council that that the bylaw be given first reading at the regular meeting of Town Council scheduled for March 12, 2018:

BE IT RESOLVED that Committee of Council recommend that Town Council give first reading and approval to the Town of Kensington Tax Rate Groups Bylaw.

The following are the resolutions that will be considered by Town Council at their regular meeting on March 12, 2018:

Resolution 1

WHEREAS Subsection 8(1) of the Real Property Tax Act, R.S.P.E.I. 1988 c. R-5, provides the authority for Town Council to establish tax rates.

AND WHEREAS Subsection 160(1) of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., enables Council to set and approve property tax rates, by resolution, for all real property within the jurisdiction and boundaries of the municipality.

AND WHEREAS Subsection 160(2) of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., enables Council to establish, by bylaw, separate tax rate groups in the municipality for purposes of raising revenue sufficient to defray projected municipal expenditures.

BE IT RESOLVED that the Tax Rate Groups Bylaw (Bylaw #2018-01) be hereby read a first time.

Resolution 2

WHEREAS Subsection 8(1) of the Real Property Tax Act, R.S.P.E.I. 1988 c. R-5, provides the authority for Town Council to establish tax rates.

AND WHEREAS Subsection 160(1) of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., enables Council to set and approve property tax rates, by resolution, for all real property within the jurisdiction and boundaries of the municipality.

AND WHEREAS Subsection 160(2) of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., enables Council to establish, by bylaw, separate tax rate groups in the municipality for purposes of raising revenue sufficient to defray projected municipal expenditures.

BE IT RESOLVED that the Tax Rate Groups Bylaw (Bylaw #2018-01) be hereby approved.



Town of Kensington
A Bylaw to Establish Tax Rate Groups
Bylaw # 2018 – 01

BE IT ENACTED by the Council of the Town of Kensington as follows:

1. Title

1.1. This bylaw shall be known and cited as the “Tax Rate Groups Bylaw.”

2. Authority

2.1. Subsection 8(1) of the *Real Property Tax Act, R.S.P.E.I. 1988 c. R-5*, provides the authority for Town Council to establish tax rates.

2.2. Subsection 160(1) of the *Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1.*, enables Council to set and approve property tax rates, by resolution, for all real property within the jurisdiction and boundaries of the municipality.

2.3. Subsection 160(2) enables Council to establish, by bylaw, separate tax rate groups in the municipality for purposes of raising revenue sufficient to defray projected municipal expenditures.

3. Application

3.1. This bylaw applies to all real property within the boundaries of a municipality that is liable each calendar year to taxation by the municipality.

4. Definitions

4.1. “Act” means the *Municipal Government Act*.

4.2. “Council” means the Mayor and members of the Kensington Town Council.

4.3. “Municipality” means the Town of Kensington.

4.4. “Operating Budget” is the annual budget of Kensington Town Council.

4.5. “Tax Rate Group” means commercial or non-commercial real property in the Town of Kensington that has similar specified attributes, including but not limited to; (a) property use; or (b) property ownership.

5. General

- 5.1. Council, through this bylaw, establishes tax rate groups within the municipality and may apply different tax rates to each group to reflect the differences in services provided.
- 5.2. Council will set tax rates within the municipality by resolution.
- 5.3. Council may set a different tax rate where it has created a tax rate group based on property use or type in accordance with subsection 160(2) of the Act.

6. Tax Groups

- 6.1. The Town of Kensington establishes under this bylaw, the following tax rate groups:
 - a. Commercial
 - b. Non-commercial

7. Establishing Group Rates

- 7.1. The tax rates for each group shall be established by resolution of Council on an annual basis prior to March 31st. Tax rate groups established in this bylaw are identified in “Schedule A” of this bylaw.

8. Notification

- 8.1. Council shall notify the Provincial Tax Commissioner in writing regarding rate or rates of taxation to be set for the period of January to December prior to March 31 of the year to which the rates apply.
- 8.2. Where Council has established or changed a tax rate group, Council shall notify the Provincial Tax Commissioner on or before December 31 of the preceding calendar year.

9. Restrictions on Rate Setting

- 9.1. Council shall not approve a change to a tax rate to take effect at any time except on January 1 of the year in which the new tax rate applies.
- 9.2. Council shall not approve a change in tax rate to apply for a period of time less than a full calendar year.

10. Enforcement

- 10.1. The Minister of Finance collects and is responsible for enforcing the collection of taxes on behalf of the Town of Kensington.

11. Repeal of Existing Bylaw

11.1. All previous Bylaws of the Town of Kensington pertaining to the setting of tax rates and/or tax rate groups re hereby repealed.

12. Effective Date

12.1. This Tax Rate Groups Bylaw, Bylaw # 2018-01, shall be effective on the date of approval and adoption below.

First Reading:

This Tax Rate Groups Bylaw, Bylaw# 2018-01, was read a first time at the Council meeting held on the _____ day of _____, 2018.

This Tax Rate Groups Bylaw, Bylaw# 2018-01, was approved by a majority of Council members present at the Council meeting held on the _____ day of _____, 2018.

Second Reading:

This Tax Rate Groups Bylaw, Bylaw# 2018-01, was read a second time at the Council meeting held on the day of _____, 2018.

This Tax Rate Groups Bylaw, Bylaw# 2018-01, was approved by a majority of Council members present at the Council meeting held on the _____ day of _____, 2018.

Approval and Adoption by Council:

This Tax Rate Groups Bylaw, Bylaw# 2018-01, was adopted by a majority of Council members present at the Council meeting held on the _____ day of _____, 2018.

Town of Kensington Tax Rate Groups Bylaw

Signatures:

Mayor

Chief Administrative Officer

This Tax Rate Groups Bylaw adopted by the Council of the Town of Kensington is certified to be a true copy.

Chief Administrative Officer

Date

Schedule A

Tax Rate Group Name	Description
Commercial	Any property assessed for a commercial use.
Non-Commercial	Any property assessed for a non-commercial use.



Kensington Skating Club
PO Box 539
Kensington, PE
COB 1M0

Dear Mr. Baker,

For half a century, the Kensington Skating Club has been hosting an annual ice show; allowing the children young and old to demonstrate their accomplishments and skills attained throughout the season. This year is the Kensington Skating Club's 50th anniversary, a grand event and local tradition that brings families, friends, and the community together.

Our annual ice show is scheduled for Friday March 9th, 2018, at the Community Gardens Arena in Kensington. Skaters Ellie Fisher and Simon- Pierre Malette Paquette will be attending the ice show: they are a Canadian Junior Ice Dance Team from Quebec who have successfully competed internationally, nationally, and provincially this season.

It is the sponsors that so generously donate that enable the purchases of all necessary items for this event to happen; such as printing of tickets and programs, props, music and lighting, and costumes. We truly hope you consider becoming a sponsor for the event this. Available categories include:

Sponsor Type	Cost	Ice Show Program Advertisement
Skating Friend	Below \$200	Business Card
Steel Blade	Between \$200 & \$500	¼ page
Silver Blade	Between \$500 & \$750	½ page
Gold Blade	Above \$750	Full page

In addition, we would like to include a welcome message from the Mayor of Kensington, Mr. Caseley, in our Ice Show Program which can be sent to my email address before March 3rd, in time for publication.

If you have any questions and or concerns, please feel to contact me at (902) 132-4047 or vicwebster07@gmail.com . Thank you for taking the time to consider this letter, we look forward to hearing from you.

Sincerely,

Vicki Webster

Vicki Webster
Kensington Skating Club Present



February 2018

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

Dear Mayor Caseley,

When we were first presented with the 2017 goal by the PCH Medical Advisory Committee we knew our staff and volunteers would be in for quite a challenge. That goal was more than \$1 million above our average campaign goals to date and we weren't sure it was attainable. We felt we would be close, but likely not close enough.

However, the last few months of the year proved very fruitful as donors like you came through once again. It's because of your support and those like you that we are able to say every single piece of medical equipment from the 2017 Vital Signs appeal can be purchased. In fact, some items are already in use at PCH and the remaining on order. The largest piece of the puzzle and the focal point of the 2017 campaign was the revamping of our three Operating Rooms in Surgical Services. Recent reports from those involved indicate this project will be complete over the summer of 2018.

None of this is possible without your steadfast support and confidence in this hospital. As you know, we depend on the generosity of people from across this province to ensure all of the medical equipment PCH's patients need can be purchased. As our population ages and healthcare evolves, your support is more important than ever. There is no consistent funding for such medical equipment on Prince Edward Island. Each dollar raised could mean a life is saved.

The forecast for 2018 holds a campaign of approximately \$1.5 million with a focus in Diagnostic Imaging and the replacement of the main X-Ray room. While each year brings a new focus, you can be assured that it is our mission to keep PCH vibrant and viable now and in the future. Thank you sincerely for your support in 2017 and in the years to come. We look forward to working with you to keep quality medical care right here ...close to home.

Sincerely,

PRINCE COUNTY HOSPITAL FOUNDATION

Patrick J. McSweeney, FCPA, FCA

President

Team PEI Booster Club Fundraising Campaign



The Team PEI Booster Club is a fundraising campaign that allows supporters of the Special Olympics movement to fund our Team PEI athlete's journey to National Games.

Thank you for supporting Team PEI 2016! We hope to be able to count on your support again in 2018.

Join the Team PEI Booster Club!

The Team PEI Booster Club allows local businesses and individuals to sponsor athletes and / or coaches in their communities. Sponsorship of the Team PEI Booster will showcase your support for Special Olympics PEI and will help offset the cost of these Games.

Athlete Benefits

When given an opportunity to experience the thrill of competition at a Special Olympics National event, words cannot describe the positive impact this has on an athlete and their family. Through competition, these athletes gain self-esteem, confidence and strength, which benefits all aspects of their lives.

By supporting the Team PEI Booster Club, you are giving an athlete the full National Games experience, including staying in an athlete's village while attending Games, the opportunity to participate in opening and closing ceremonies, high caliber athletic venues with qualified officials, access to social and Healthy Athletes events, and memories that will last a lifetime.

Donor Benefits

As a thank you for your donation to the Team PEI Booster Club, you will receive the following recognition:

- **Send-off:** Invitation to and an introduction at the Team PEI Send-off Pep Rally.
- **Certificate:** A certificate acknowledging your support.
- **Tax Receipt:** You will receive a charitable tax receipt for the full amount of your donation.

Show your Support for Team PEI

For information about the Team PEI Booster Club please contact Sarah Profitt, either via email at sarah@sopei.com or by calling 902-368-8919. If you would like to pledge your support for Team PEI 2018, please fill out and return the enclosed **Team PEI Booster Club Commitment Form**.

Thank you for enriching the lives of our Team PEI athletes!

Meet Team PEI 2018

National Bowling Championships & National Summer Games



Chef de Mission: Matthew McNally, Mount Stewart
Genna Phelan, Charlottetown (Bowling Championships)

Team Manager: Genna Phelan, Charlottetown
Lynda Hontscharowicz, Charlottetown (Bowling Championships)

Mission Staff: Chanelle MacIsaac, Charlottetown
Fran Gillis, Summerside
Craig Watson, Hunter River
CY Holland, Charlottetown
Ellen Murphy, Borden-Carleton
Matthew MacDonald, Mount Stewart

5-Pin Bowling (5 Athletes, 1 Coach)

Degan Hackett, West Devon
Donna Pyke, Charlottetown
Jonathan Watts, York
Kaitlyn MacKinnon, Charlottetown
Patti Bradley, Charlottetown
Head Coach: Rickey Burns, Charlottetown

10-Pin Bowling (4 Athletes, 1 Coach)

Jenna Smith, Ellerslie
Kevin Ramsay, Tyne Valley
Paul Phillips, Summerside
Wayne Dymont, Summerside
Head Coach: Ann Kilby, Tyne Valley

Athletics (2 Athletes, 1 Coach)

Jeremy Wall, Summerside
Teri Cudmore, Charlottetown
Head Coach: Jodi Harper, Brackley

Bocce (4 Athletes, 1 Coach)

Janet Charchuck, Alberton
Jennifer Hickox, Charlottetown
Rick Chan, Charlottetown
Tommy Ling, Charlottetown
Head Coach: Carole Ann French, Charlottetown

Golf (1 Athlete, 1 Coach)

Phillip Chugg, Stratford
Head Coach: Jamie Matheson, Montague

Powerlifting (1 Athlete, 1 Coach)

Kolton Doucette, Wellington Station
Head Coach: Ross MacIntosh, Nova Scotia

Rhythmic Gymnastics (1 Athlete, 1 Coach)

Rachael Loggie, Charlottetown
Head Coach: Sarah Profitt, York

Soccer (12 Athletes, 3 Coaches)

Alyssa Chapman, Murray Harbour
Andrew Maloney, Montague
Callie Wood, Montague
Geoffrey Bridges, Charlottetown
Jeremy Cheverie, Cornwall
John Anthony Laybolt, Johnstons River
John Rafuse, Montague
Logan Robbins, Charlottetown
Marlee MacDonald, Murry River
Sarah MacDonald, Souris
Scott Brousseau, Montague
Shawn Mitchell, Charlottetown
Co-Head Coach: Emilie Boucher, Charlottetown
Co-Head Coach: Terry Nabuurs, Charlottetown
Assistant Coach: Dave Morrow, Covehead

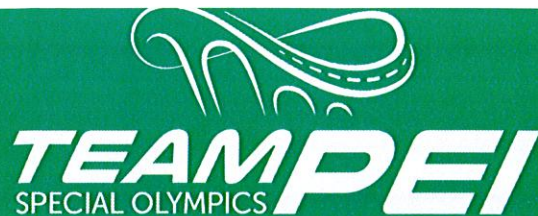
Softball (13 Athletes, 3 Coaches)

Aaron Myers, Charlottetown
Glendon Arseneault, Summerside
Brandon Younker, Charlottetown
Billy Acorn, Charlottetown
Brian McNab, Charlottetown
Cedric Gallant, Charlottetown
Chris MacPherson, Charlottetown
Jerred Affleck, Charlottetown
John Morton, Charlottetown
Lisa Bernard, Charlottetown
Sherry Hiscock, Charlottetown
Tommy MacGuigan, Charlottetown
Wallace MacMaster, Charlottetown
Head Coach: Judy Gallant, Charlottetown
Assistant Coach: Alan Stewart, Hunter River
Assistant Coach: Jamie Henry, Cornwall

Swimming (2 Athletes, 1 Coach)

Ellen MacNearney, Montague
Roy Paynter, Kensington
Head Coach: Sarah Paynter, Kensington

Team PEI Booster Club Commitment Form



_____ Yes! We would like to join the **Team PEI 2018 Booster Club**

To help you determine how you can best support Team PEI, please consider the following costs per athlete:

_____ Travel to Games	\$500	\$ _____ Donation to Team PEI
_____ Official Team Uniform	\$250	
_____ Competitive Uniform	\$150	

Company Name: _____

Contact Person: _____

Address: _____

City / Town: _____ Postal Code: _____

E-Mail: _____

Phone Number: _____ Fax Number: _____

Our payment is attached _____

Please invoice us _____

Authorized Signature

Date

Returning this Form

By Mail: Special Olympics PEI
40 Enman Cres, Rm 240
Charlottetown, PE C1E 1E6

By Fax: 902-892-4553
By Email: sarah@sopei.com

Team PEI—Booster Club
2018 National Bowling Championships &
2018 National Summer Games

Thank You!