



Tentative Agenda for Committee of Council

Monday, June 27, 2022 @ 6:30 PM

55 Victoria Street
Kensington, PEI
C0B 1M0

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

**Town of Kensington
Committee of Council Meeting
Monday – June 27, 2022 – 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 – May 24, 2022**
- 6. Business Arising from Minutes – May 24, 2022**
- 7. Staff Reports**
 - a. Chief Administrative Officer's Report
 - b. Fire Department Statistical Report
 - c. Police Department Statistical Report
 - d. Development Permit Summary Report
 - e. Bills List – Town
 - f. Bills List – Water and Sewer Utility
 - g. Consolidated Summary Income Statement
 - h. Credit Union Centre Report

8. New Business

- a. COC Memo – COC Memo - Development Control Bylaw and Official Plan Amendment - PID No. 762559
- b. COC Memo - Development Permit Application - 49 Broadway Street
- c. COC Memo - Special Permit Use - 61 Broadway Street N.

9. Councillor Issues/Inquiries

10. Correspondence

11. In-Camera (Closed Session) – *One item under Section 119 (1)(d) of the Municipal Government Act*

12. Adjournment

**Town of Kensington
Committee of Council Meeting
Monday, May 24, 2022
6:30 PM**

Council Members Present: Mayor, Rowan Caseley;
Councillors: MacRae, Toombs, Spencer and Mann

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

Regrets: Deputy Mayor Pickering & Councillor Gallant

1. Calling of Meeting to Order

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

2. Adoption of Agenda

2.1 *Moved by Councillor Spencer, seconded by Councillor MacRae to approve the agenda for May 24, 2022, Committee of Council meeting with the addition of two items 8B Annual Line Painting and 8C Town Hall/Police Department area paving. Unanimously carried.*

3. Declaration of Conflict of Interest

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

4. Delegations, Special Speakers, and Public Input

4.1 *Nil.*

5. Adoption of Previous Meeting Minutes

5.1 *Moved by Councillor Toombs, seconded by Councillor Spencer to approve the Committee of Council meeting minutes from April 25, 2022. Unanimously carried.*

6. Business Arising from Minutes

6.1 *Nil.*

7. Staff Reports

7.1 CAO's Report

7.1.1 *Moved by Councillor Spencer, seconded by Councillor Toombs to receive and recommend Town Council's approval to adopt the May 2022 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.2 Fire Department Statistical Report

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

7.3 Police Department Statistical Report

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

7.3.2 Annual Bike Rodeo will be held on Saturday, June 11 at the Credit Union Centre.

7.3.3 Annual Fishing Derby will be held on Saturday, June 4 at the Alysha Toombs Memorial Park.

7.3.4 Councillor MacRae thanked Chief Sutherland for organizing the Family Violence Walk in Silence.

Chief Sutherland excused themselves from the Council Chamber at 6:42 pm

7.4 Development Permit Summary Report

7.4.1 *Moved by Councillor Toombs, seconded by Councillor Spencer to receive the Development Permit Summary Report for the month of May as prepared by Municipal Clerk, Kim Caseley. Unanimously carried.*

7.5 Financial Report - Bills List

7.5.1 *Moved by Councillor Mann, seconded by Councillor MacRae to receive and recommend Town Council's approval to adopt the General Bills for April 2022 in the amount of \$207,009.25. Unanimously carried.*

7.5.2 *Moved by Councillor Mann, seconded by Councillor Toombs to receive and recommend Town Council's approval to adopt the Capital*

Expenditures for April 2022 in the amount of \$300,254.70. Unanimously carried.

7.5.3 *Moved by Councillor Mann, seconded by Councillor Spencer to receive, and recommend Town Council's approval to adopt the Water & Sewer Utility Bills for April 2022 in the amount of \$6,813.35. Unanimously carried.*

7.6 Summary Income Statement

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

7.7 Credit Union Centre Report

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

8. New Business

8.1 Hello Restaurant – Liquor License Request

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

BE IT RESOLVED THAT Committee of Council authorize the CAO to provide a letter of support to 102620 PEI Inc. for their application to the Prince Edward Island Liquor Control Corporation for a lounge and dining room liquor license for their restaurant operation located at 88 Victoria Street West.

Unanimously carried.

8.2 Annual Street Line Painting Program

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

BE IT RESOLVED THAT Committee of Council authorize the CAO to approve a contract with On-the-Go Property Maintenance to undertake the 2022 annual street and parking area line painting program, as per their quote dated May 23, 2022 in the amount of \$3,700.00 plus HST.

Unanimously carried.

8.3 Town Hall/Police Department Parking Area Repaving

8.3.1 Moved by Councillor Toombs, seconded by Councillor Spencer

BE IT RESOLVED THAT Committee of Council recommend that Town Council approve a contract with Hynes Paving to complete the re-paving of the Town Hall parking area and Police Department apron as per their quote dated April 30, 2022, in the amount of \$52,200.00 plus HST.

Unanimously carried.

8.3.2 Moved by Councillor Mann, seconded by Councillor Spencer

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

AND WHEREAS Committee of Council has recommended that Town Council authorize a capital project to proceed with repaving the town hall parking area and police department apron at a cost of \$52,200.00 plus HST;

AND WHEREAS a portion of the underground storm sewer system located underneath the town hall parking area may require repair, replacement and/or removal;

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

BE IT RESOLVED that Committee of Council recommend that Town Council be empowered to borrow up to \$100,000 from the Scotiabank, under the following terms:

i repayable in full by Town Council over an amortization of 10 years.

ii at a negotiated interest rate, with interest payable monthly.

iii advances repayable on demand.

Unanimously carried.

9. Councillor Issues/Inquiries

- 9.1** Mayor Caseley acknowledged May 24-28 as Indigenous Awareness Week. The Town of Kensington was recently presented with a Reconciliation Recognition Award.

10. Correspondence

10.1 A Thank You card from Cindy Toombs and family for the Town's donation.

10.2 Kids Help Phone newsletter.

10.3 A letter from MJS Marketing requesting the Town to purchase an ad in the 2022 Twin Shores publication.

Moved by Councillor Toombs, seconded by Councillor MacRae to approve a ½ page coloured ad in the 2022 Twin Shores Campers publication in the amount of \$495.00 plus HST.

Unanimously carried.

11. In-Camera (Closed Session)

11.1 *Nil.*

12. Adjournment

12.1 *Moved by Councillor Toombs, seconded by Councillor Spencer to adjourn the meeting at 7:09 pm. Unanimously carried.*

Geoff Baker,
CAO

Rowan Caseley,
Mayor

Town of Kensington		
CAO's Report - June 2022		
Item #	Project/Task	Status
1	Xplornet Internet Antenna	NO UPDATE We have been informed that the antenna installation will begin in the Spring of 2022. There have been delays in securing required materials due to the COVID pandemic.
2	Official Plan and Zoning Bylaw 5 Year Review	A Town Hall Meeting was held on May 25, 2022 at 6pm at the Murray Christian Centre. Two Kensington property owners were in attendance. A public survey was also issued and closed the week of June 20th. The consultant will now begin the process of drafting the Official Plan document and once in draft form will start to draft the new Bylaw.
3	Business Park Lot Sales	Thus far two lots (lots 21-6 and 21-26) and a portion of a lot has been sold. Staff continue to deal with several prospective purchasers in the interest of disposing of lots to enable further development of the park.
4	Wastewater Treatment Plant Mechanical Upgrades	All equipment has been installed and is currently being used to control the plant. There have been a few issues with the placement of the lagoon dissolved oxygen sensor which is causing alarm and false reading issues. Staff are working with WSP and the contractor to solve the issues.
5	Anti-Racism, Inclusion and Diversity Strategy	NO UPDATE Staff recently completed a six-week professional development opportunity on Inclusion and Diversity in the workplace. We continue to research potential policy and strategy development for the town. Staff recently completed a 'psychological safety in the work place' course offered through WCB. Mayor Caseley and I recently met with the Canadian Congress on Inclusiveness, Diversity & Workplace Equity around future professional development opportunities.
6	Police Study/Service Model Review	NO UPDATE I have begun to put together the formal implementation plan around the Policing Study that was completed in 2020. It is noted that a lot of the recommendations provided in the report have already been implemented, however no formal strategy was put in place at the time to inform Council on the implementation of specific items. I hope to have it completed over the next month or so, as time permits.
7	Barrett Street Sidewalk	This project is substantially complete.
8	Town Hall Chair Lift	NO UPDATE A request was received from one of the tenants on the lower floor of the Town Hall requesting the Town's consideration of installing a chair lift at the Town Hall, to facilitate easier access for those with mobility issues. While no commitment was provided, staff have begun to research potential solutions, pricing, funding eligibility, etc. Thus far, I have met with the Provincial Elevator Inspector, the Provincial Fire Marshal's Office and a contractor. I expect to receive a contractor quote shortly for the installation of a lift appropriate for the Town Hall. I have also reached out to a structural engineer to discuss how a lift can be installed at the Town Hall.
9	Commercial Street/Broadway Street Intersection	NO UPDATE A meeting was held with the Department of Transportation on March 3rd. They continue to investigate potential solutions around this intersection. It was committed that we would receive potential solutions during the month of June however to date, no update has been provided.
10	Confederation Trail Road Crossings	NO UPDATE We are informed by the Department of Transportation that the requested Confederation Trail crossings will be installed in June, 2022 and may not be located at the exact points where the trail crosses the road. Users will however be directed to the crosswalk locations at the trail termination points. The Broadway Street North crossing may result in the removal of a parking space, which may have a positive impact on the Commercial Street/Broadway Street intersection safety issues. The Province committed to installing the lighted beacons as requested. The Province also agreed to the installation of lighted beacons at the school crosswalk which is also scheduled to be installed in June, 2022.
11	Kensington Business Park	AJL has completed road construction through the Brown property. They expect to place asphalt over the next week or so, depending on weather. Commissioning of the lift station and installation of the generator is expected within the next two weeks.
12	Broadway Street South Water and Sewer Main Extension Project	The tender documents have been completed and will be issued on June 29th and will be open for approximately 2 weeks.
13	Broadway Street South Sidewalk Extension	The tender documents have been completed and will be issued on June 29th and will be open for approximately 2 weeks. It will be combined with and tendered as a part of the Broadway Street South Water and Sewer Main Extension Project.
14	Relocation of Town of Kensington Signs	The Public Works Supervisor has identified, in consultation with the Provincial Department of Transportation, the new locations for the signage. We are currently waiting on the contractor to complete the required work.
15	Kensington Wellfield Upgrades	This project is substantially complete and generally operating within its originally designed parameters. This has been a difficult project and I thank Public Works and water and sewer staff, WSP, and the contractor for their patience in working through the myriad of issues around this project.
16	Victoria Street East Sidewalk Extension	Contracts have been sent to the contractor (Curran and Briggs). Construction was delayed until after the end of the school year so there would be minimal interruption with the end of the school year and graduation festivities. Construction should begin on July 4, 2022.
17	Electric Vehicle (EV) Chargers	A funding application has been submitted to facilitate the installation of eight EV chargers throughout the Town. It is envisioned that four will be installed in the rail yards area, two at the town hall, and two at the Credit union Centre. The chargers will be pay per use. The funding program (through the Province of PEI) will fund the supply and installation up to 75%.
18	QUAD Trax ATV Club	I met with representatives from the QUAD Trax ATV Club on Tuesday, March 22, along with representatives from the Central Coastal Tourism Partnership and the Kensington Area Chamber of Commerce. The ATV Club are seeking ways to provide access to Kensington's core area. They are currently in consultation with the Kensington Police Service. Further information will be provided as discussions progress.
19	Website	An RFP for the development of a new website for the town was issued on May 6, 2022 and closed on June 3, 2022. The proposals have not been reviewed at this point in time, however they will be reviewed and a recommendation brought forward to the July regular meeting of Town Council.
20	Dog Bylaw	NO UPDATE Staff continue to work on a new "Animal Control Bylaw" for the Town to replace the current "Dog Bylaw". Changes are currently being proposed for the Provincial <i>Dog Act</i> which may impact the timeline around the Town's proposed Bylaw.
21	Flag Repair and Replacement	The Flag replacement project was included in a recent funding application made to ACOA's Rediscover Main Street funding program which was approved. The flag replacement includes the replacement of the flag pole at the Town Hall, the relocation of the flag pole at the gazebo area, and the installation of a fifth flag pole at the clock area. Some of the ground work has been completed and we are hopeful to have the work completed prior to July 1.
22	Broadway Street South Sidewalk Replacement	Survey information was received from Locus on May 19th. The design drawings are being worked on right away and all effort is being made to tender it as quickly as possible.
23	Parking Area Re-Surfacing	It is anticipated that the town hall parking area will be resurfaced during the week of July 11th or 18th.

Item #	Project/Task	Status
24	Old Ice Surface - Asphalt Resurfacing	It is anticipated that the outdoor ice surface will be resurfaced during the week of July 11th or 18th.
25	KISH Tennis Court Upgrades	The wind breaks have been installed. An accessory structure is being constructed by students at KISH to house supplies such as pickleball nets, etc. The accessory structure should be placed in its location over the next week or so, as the students complete the construction.
26	CHANCES Day Care - 61 Broadway Street North	A memo has been circulated with the committee of council tentative agenda package recommending approval of the special permit use to allow a day care to be operated out of the commercial property.
27	ACOA Rediscover Main Street Project	The project applied for includes an expansion of the Summer Music Series, planting of additional gardens in the rail yards area, installation of shade sails, flagpole installation and replacement (various locations), additional banner flags for the rail yards area, expansion of the existing boardwalk for the installation of a local vendor stand and the addition of live wood carving demonstrations by local indigenous artists. The funding program will cover 75% of all costs associated with the project.
28	Credit Union Centre Upgrades	NO UPDATE An application was recently made, as per Council's direction, to the Invest in Canada Infrastructure Program to facilitate various upgrades to the Credit Union Centre, including the installation of a 100 kw solar panel system, replacement of the ice plant, installation of additional heat reclamation units, installation of LED lights over the ice surface, a complete replacement of the rink boards, glass and safety netting, installation of a water purification system, resurfacing of the parking area and painting of the entire facility (outside). We are hopeful for a quick turnaround on the funding approval to allow the project to proceed in 2022. Some project components, specifically the replacement of the ice plant, may have to wait until 2023 due to the inability to access materials.
29	PID 762559 - Bylaw and Official Plan Amendment	A memo has been circulated with the committee of council tentative agenda package recommending first reading and approval.
30	Road Resurfacing - Various	The Provincial tender for street resurfacing closed on June 2, 2022. Several sections of streets allocated for resurfacing have been completed. It is anticipated that the remainder will be completed over the next week to two weeks.
31	New Employees/Summer Staff	Several staff have been hired through various summer employment funding programs. Brittany Wagstaff has been hired as a public works assistant. Amra Causivic has been hired part time in the Sale of Services department. Keanna Reeves has been hired to support the 55+ Games and will be housed at the Fitplex. Zack Desroches has been hired for the summer at help with Credit Union Centre maintenance and to support summer operations and event hosting. Lauren Holland has been hired as the EVK pool supervisor with Logan Proud and Cameron MacDougall hired as lifeguards.
32	Credit Union Centre Rental Rates	Staff are currently evaluating the rental rates at the Credit Union Centre. Research is being conducted and further information will be provided to Town Council if any recommendations are to be brought forward.

Kensington Fire Department Occurrence Report 2022

[illegible]

MAY 2022

The Kensington Fire Department responded to **9** (nine) calls in May and the average attendance for the fire calls was **13**. Following is the breakdown of calls:

Date	Call Details	Location	# Firefighters	# Trucks
May 9 17:16 pm	Vehicle Fire	Burlington Rd.	16	2
May 9 19:43 pm	Tractor Fire (turned over to New London as it was in their district)	Wharf Rd. Long River	15	2
May 10 09:54 am	MFR	Victoria St. East	6	1
May 11 10:50 am	Truck Fire	Blue Shank Rd.	10	3
May 15 03:54 am	MVC	New Annan	14	1
May 18 14:50 pm	Structure Fire	Kelvin Grove	17	5
May 24 12:08 pm	Brush Fire	Clermont Road	11	3
May 25 05:45 am	Commercial Fire Alarm	Kensington	7	stand down at hall
May 29	MFR - Extraction from beach	Thunder Cove	16	1

17:38 pm				
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May 3 - Association meeting with 24 present.

May 5 - Chief Rodney Hickey attended a Mutual Aid meeting in O'Leary.

May 12 - Island EMS used the Fire Hall for a table-top exercise in emergency response.

May 16 - Radio Club, hosted by Rodney Mann, had a meeting at the Fire Hall.

May 17- Monthly training with 21 present

May 18 - Kensington & Kinkora High Schools used the Fire Hall for a session on Farm Tractor Safety.

Rodney Hickey
Chief

[illegible]

[illegible]

[illegible]

Police Report May 2022

There were 2 alarm calls to report for this month.

May 25 @ 2200hrs – Haunted Mansion, member did not attend.

May 31 @ 0750hrs – Credit Union, member did attend.

May 16 Assist RCMP with an assault file.

Year To Date Approved Development Permits Summary Report
2022

Development Permit Category	January	February	March	April	May	June	July	August	September	October	November	December		Total	
Addition Residential Deck/Fence/Pools					1									1	
New Multi-unit Family Dwelling				1										1	
New Residential Accessory Structure				1	1	3								5	
New Residential Deck/Fence/Pools				1	1	1								3	
Renovation Residential additions/alterations				3										3	
Residential Deck/Fence/Pools				1										1	
Total:				1										14	

Total Estimated Construction Value
\$3,500.00
\$1,236,600.00
\$28,000.00
\$44,000.00
\$175,000.00
\$1,487,100.00

DEVELOPMENT PERMITS REPORT

For the period June 10, 2022 to June 24, 2022

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							

Residential Accessory Structure

12-22	06/16/2022	786186	Jason Gallant - [REDACTED]	[REDACTED]	Approved	New	Residential Accessory Structure		\$3,000.00	06/16/2022	09/30/2022
			22 Gerald McCarville Drive				Description:	Construct 10'x10' shed with 10'x10' covered deck area			
13-22	06/20/2022	1130939	Laurie Williams - [REDACTED]	[REDACTED]	Approved	New	Residential Accessory Structure		\$3,000.00	06/27/2022	07/31/2022
			8 Rosewood Drive				Description:	Construct new 7'x7' shed			

Sub Total: \$6,000.00

Residential Deck/Fence/Pools

14-22	06/20/2022	472175	Jessica Batiot-McCarthy - [REDACTED]	[REDACTED]	Approved	New	Residential Deck/Fence/Pools		\$6,000.00	06/22/2022	07/31/2022
			5 Linwood Drive				Description:	Construct new 20'x16' deck			

Sub Total: \$6,000.00

Total: \$12,000.00



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 #:	13-22
Date Received:	June 13/22
Date Approved:	June 20/22
PEI Planning:	
Permit Fee: \$	100.00 <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 8 Rosewood Drive Property Tax Number (PID): 1130939
Lot No.: A20 Subdivision Name Princeton Village Current Zoning: Residential

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

House

Land Purchased from Kelly Built Homes Inc Year Purchased 2022

Location of Development		Property Size	
<input type="checkbox"/> North	<input type="checkbox"/> East	Road Frontage	Acreage 0.43
<input checked="" type="checkbox"/> South	<input checked="" type="checkbox"/> West	Property Depth	Area sq. ft.

2. Contact Information

APPLICANT Name: Laurie Williams Address: [Redacted]
Phone: [Redacted] Cell: [Redacted]
Email: [Redacted] Postal Code: [Redacted]

Same as Above: ☒

OWNER Name: Address: [Redacted]
Phone: Cell: [Redacted]
Email: Postal Code: [Redacted]

CONTRACTOR, ARCHITECT OR ENGINEER Name: Address: [Redacted]
Phone: Cell: [Redacted]
Email: Postal Code: [Redacted]

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 Shed

<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 checked="" 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 checked="" type="checkbox"/> Vinyl Siding	<input type="checkbox"/> Asphalt	<input type="checkbox"/> Brick
<input type="checkbox"/> Slab	<input type="checkbox"/> Wood Shingles	<input checked="" type="checkbox"/> Steel	<input type="checkbox"/> Prefab
<input checked="" type="checkbox"/> Pier	<input type="checkbox"/> Steel	<input type="checkbox"/> Other	<input type="checkbox"/> Other
<input type="checkbox"/> Other	<input type="checkbox"/> Other		

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
1	0	0	Width 7 Length 7

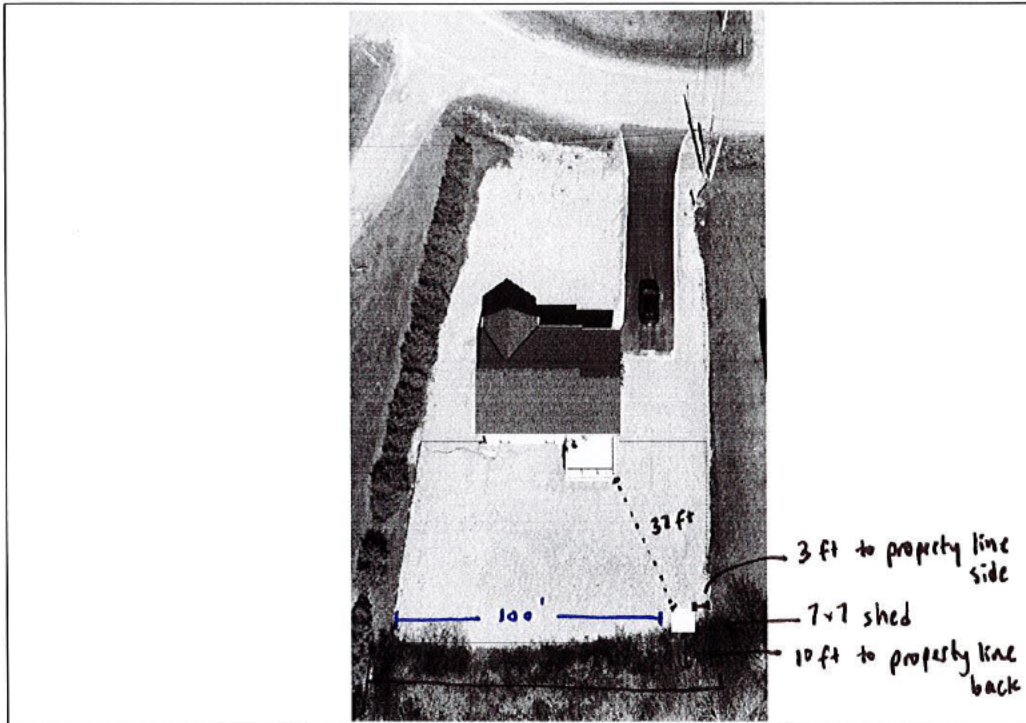
Detailed Project Description: 7 ft x 7 ft backyard shed and base to be installed by Canadian Tire.
Shed is "Keter Artisan Outdoor Storage Shed". Base is pressure treated wood on
cement piers at corners and across the foundation.

Estimated Value of Construction (not including land cost): 3,000

Projected Start Date: tbd **Projected Date of Completion:** 1 day to complete

Please provide a diagram of proposed construction:

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



I DO SOLEMNLY DECLARE & CERTIFY:

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

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

Signature of Applicant

Date: June 13, 2022



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 #: 14-22
Date Received: June 17/22
Date Approved: June 20/22
PEI Planning:
Permit Fee: \$ 50.00 ☐ Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 5 Linwood Dr Property Tax Number (PID): 472175
Lot No.: 03-9 Subdivision Name _____ Current Zoning: R1

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

Single family home

Land Purchased from Jeff Thompson Year Purchased 2020

Location of Development		Property Size	
<input type="checkbox"/> North	<input type="checkbox"/> East	Road Frontage <u>138'</u>	Acreage <u>0.31</u>
<input checked="" type="checkbox"/> South	<input type="checkbox"/> West	Property Depth <u>108'</u>	Area sq. ft. _____

2. Contact Information

APPLICANT Name: Jessica Batiot - McCarthy Address: _____
Phone: _____ Cell: _____
Email: _____ Postal Code: _____

Same as Above: ☒

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

3. Infrastructure Components

Water Supply ☒ Municipal ☐ Private Sewage System ☒ Municipal ☐ Private

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

4. Development Description

☐ New Building ☐ Renovate Existing ☐ Addition ☐ Demolition ☒ Other DECK

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

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

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
<u>n/a</u>	<u>n/a</u>	<u>n/a</u>	Width <u>20</u> Length <u>16</u>

Detailed Project Description: Build a 16x20 deck w/ screw pile foundations on the rear of our home. The labour will be done by ourselves + Screw piles by a contractor

Estimated Value of Construction (not including land cost): \$6000

Projected Start Date: June 2022 Projected Date of Completion: July 2022

Please provide a diagram of proposed construction:

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



I DO SOLEMNLY DECLARE & CERTIFY:

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

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

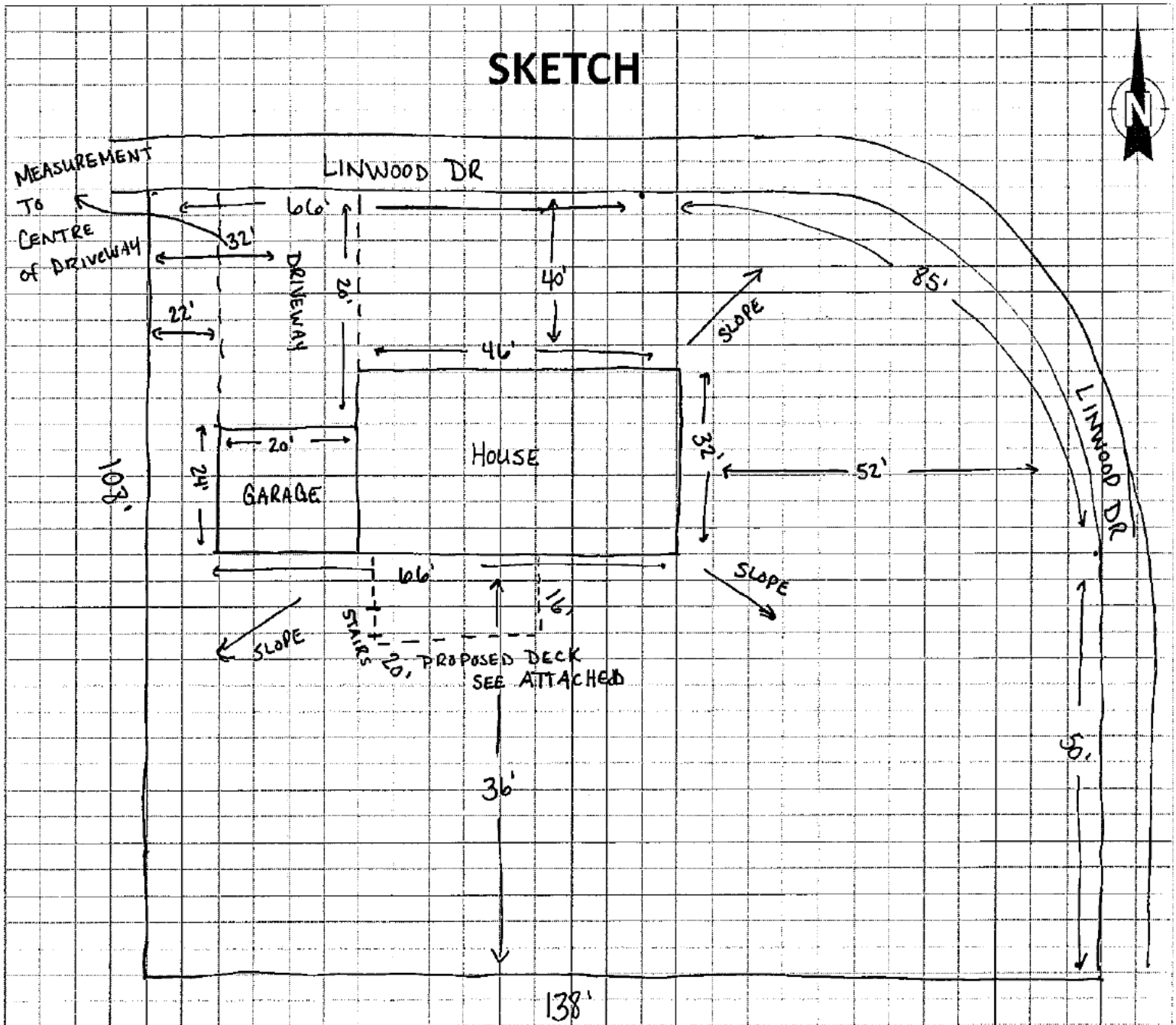
Signature of Applicant



Date: June 14, 2022

Pursuant to the Planning Act

✓ Show property boundaries and dimensions	✓ Show roads
✓ All structures including exterior dimensions	✓ Setback from side and rear yard property lines
✓ Distance of structures from centre of roads	✓ Distance from watercourse, top of bank, and sand dune
✓ Location of driveway from the centre to the nearest property boundary	✓ Natural slope of the land
✓ Location of well, septic tank, and field tile and show distances from structures	✓ Separation distance between well and septic system



June 14, 2022

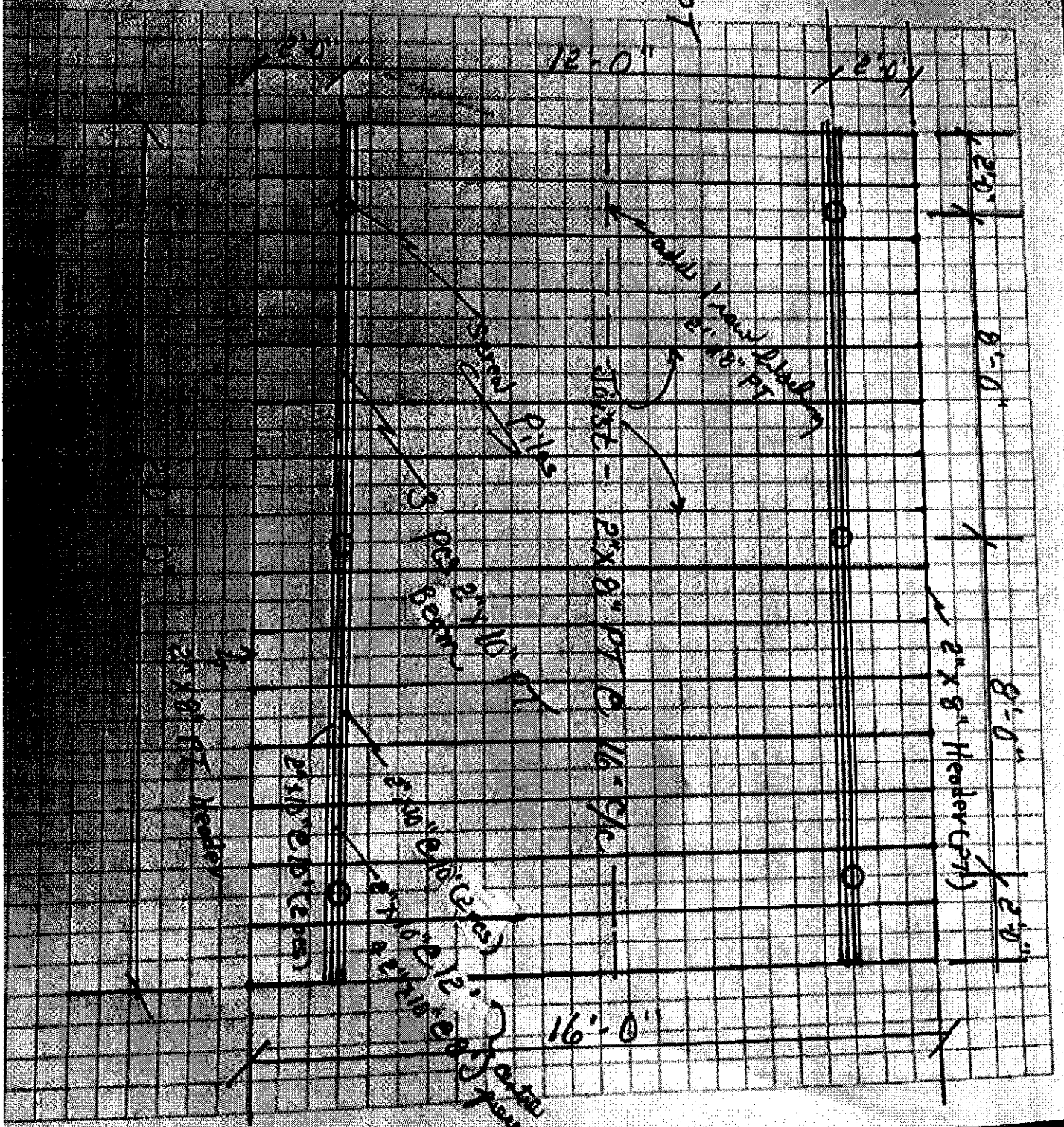
Date _____

190 Greenwood Drive
P.O. Box 1325
Summerside, P.E.I.
Canada C1N 4K2

Tel: 902 436-9258
Fax: 902 438-7678

Decking
5/4" x 6" PT

height off ground = 72 1/2" # of stairs - 9 w/ 10 risers height of railing = 43"



Railing Width - 1.5'



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 #: 12-22
Date Received: June 16/22
Date Approved: June 16/22
PEI Planning:
Permit Fee: \$ 100.00 ☒ Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 22 Geraldine McEaville Dr Property Tax Number (PID): 786186
Lot No.: _____ Subdivision Name: _____ Current Zoning: R3
Are there any existing structures on the property?: ☐ No ☒ Yes, please describe:
Apartment Building

Land Purchased from: _____ Year Purchased: _____

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

2. Contact Information

APPLICANT Name: Jason Gallant Address: [REDACTED]
Phone: [REDACTED]
Email: [REDACTED] Postal Code: [REDACTED]
Same as Above: ☒ Tyson Woods Address: _____
OWNER Name: _____ Address: _____
Phone: _____ Cell: _____
Email: [REDACTED] Postal Code: _____
CONTRACTOR, ARCHITECT OR ENGINEER Name: Jason Gallant Address: _____
Phone: _____ Cell: _____
Email: _____ Postal Code: _____

3. Infrastructure Components

Water Supply ☐ Municipal ☐ Private Sewage System ☐ Municipal ☐ Private

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

4. Development Description

☒ New Building ☐ Renovate Existing ☐ Addition ☐ Demolition ☐ Other _____

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<input type="checkbox"/> Slab	<input type="checkbox"/> Wood Shingles	<input type="checkbox"/> Steel	<input type="checkbox"/> Prefab
<input checked="" type="checkbox"/> Pier	<input type="checkbox"/> Steel	<input type="checkbox"/> Other	<input type="checkbox"/> Other
<input checked="" type="checkbox"/> Other	<input checked="" type="checkbox"/> Other		

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
<u>1</u>	<u>2</u>	<u>2</u>	Width <u>10.5</u> Length <u>10.5</u> <u>20</u>

Detailed Project Description: 20x10 Shed with small deck for sitting.

Estimated Value of Construction (not including land cost): \$3000

Projected Start Date: June 16/22 Projected Date of Completion: Sept 30/22

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.

See attached

I DO SOLEMNLY DECLARE & CERTIFY:

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

Signature of Applicant

Date:

June 16/22



Re: Mini barn

From: Tyson Woods [REDACTED]

To: [REDACTED]

Date: Sunday, November 21, 2021, 11:00 a.m. AST

Sorry I kept forgetting to reply to you.

You can put one at the back of the property as long as it is properly finished. It would need to be painted or have siding on it. It would need to have proper roofing like shingles or tin.

I don't know if it requires a building permit to do so?

On Fri., Nov. 12, 2021, 12:40 p.m. Jason Gallant [REDACTED] wrote:

Hi Tyson. I was just wondering if you would mind if I built a mini barn back by the tree line for storage. I am getting a quote on materials from castle today.

Sent from my iPhone

Town of Kensington Bills List May 2022

11104667 Canada Corp	415 FAMILY VIOLENCE WALK - CHILI	\$50.00
A1 - Vacuums	411047	\$184.18
ADL Foods	2487035P	\$581.21
ADL Foods	2487343P	\$541.93
ADL Foods	2487811P	\$44.65
ADL Foods	2488436P JANITORIAL SUPPLIES	\$1,498.62
Aliant	INV9046756	\$347.77
Aliant	INV9048429	\$30.48
Andrew Griffin	MAY 2022 RRSP	\$534.20
B & K Cleaning	34 MEDICAL CENTRE FLOOR WAXING	\$2,185.00
Bell Mobility	2-405158	\$201.25
Bev Semple	MAY 2022 CROSSWALK	\$80.00
Buffie Boily Photographic Arts	UPDATE COMPOSITE	\$379.27
Brenda MacIsaac	MAY 2022 RRSP	\$312.08
Building Blocs Home Improvements	850898 EVK POOL ROOF AND DOOR	\$1,271.58
Canadian Tire	66026430 0010010011 BASKETBALL NETS	\$194.24
CIBC Securities Inc	MAY 2022 RRSP	\$421.76
Combat Computer Inc	OFFICE COMPUTERS REPAIR	\$129.38
Combat Computer Inc	IVAN'S LAPTOP REPAIR	\$345.00
Combat Computer Inc	55 PLUS GAMES EMAIL	\$96.26
Combat Computer Inc	TOWN OFFICE SERVICE CALL	\$86.25
Combat Computer Inc	COPIES	\$195.48
Combat Computer Inc	BACK UP INSTALLATION	\$465.58
Combat Computer Inc	MICROSOFT PROGRAM JASON GRIFFIN	\$220.80
Combat Computer Inc	POLICE SERVICE CALL	\$40.25
Controls & Equipment	HVAC & TEMP CONTROL SERVICING	\$543.95
Credit Union Financial Management	MAY 2022 RRSP	\$908.38
Canadian Union of Public Employees	MAY 2022 UNION DUES	\$509.57
Diversified Divers Inc	FIRE CASCADE CYLINDER	\$549.24
Eastlink	18287946	\$23.00
Eastlink	18287706	\$109.19
Eastlink	18326980	\$157.44

Eastlink	18339694	\$114.94
Eastlink	18287182 MAY 2022	\$834.22
Elizabeth Hubley	MAY 2022 RENT	\$805.00
Frontline Outfitters	POLICE UNIFORM ALTERATIONS	\$250.96
GBS Technologies	BSIDEIN1301 CELL PHONE UPGRADES	\$2,811.33
GBS Technologies	55 PLUS CELL PHONE	\$231.50
Geoff Baker	MAY 2022 MILEAGE	\$320.54
Heart & Stroke Foundation	KILLIAM MEMORIAL DONATION	\$50.00
Holland College	POLICE BOOTS / DUTY BELT	\$353.19
Callbeck's Home Hardware	WIND SCREENS	\$81.77
Irving Oil	532591	\$148.28
Irving Oil	667465	\$975.99
Irving Oil	938669	\$636.47
Irving Oil	34483855	\$178.88
Irving Oil	143222	\$1,126.17
Irving Oil	117755	\$92.00
Irving Oil	0018218100459	\$479.40
Irving Oil	27582	\$253.10
Irving Oil	34498009	\$768.55
Irving Oil	525383	\$437.64
Island Petroleum	00205221999690	\$316.87
Island Petroleum	00205221999691	\$30.85
IWK Foundation	IWK000021 DONATION	\$1,000.00
Jack Spencer	APRIL 22 CROSSWALK	\$150.00
Jack Spencer	MAY 2022 CROSSWALK	\$90.00
Jamie Perry	APRIL 2022 CROSSWALK	\$220.00
Jamie Perry	MAY 2022 CROSSWALK	\$230.00
Jordan MacLean	MILEAGE MAY 22	\$423.59
Kenmac Auto Body Ltd	REMOVAL OF POLICE VEHICLE DECALS	\$772.11
Kensington Agricultural Services	WHIPPER SNIPPER REPAIR	\$264.44
Kensington Country Store	02810173560	\$6.89
Kensington Food Basket	10110003854	\$6.98
Kensington Metal Products Inc.	LAMP POST / FLAG POLE REPAIR	\$81.51
Kensington Septic Service	EVK POOL REMOVE WATER FROM POOL	\$425.50

Kent Building Supplies	3001208908	\$51.65
Kent Building Supplies	30001314050	\$55.46
Kent Building Supplies	3001316816	\$23.26
Kensington & Area Chamber of Commerce	75396 HEART OF PEI DONATION	\$3,450.00
Kensington & Area Chamber of Commerce	75415 MEETING REGISTRATION	\$100.00
Landon Yuill	TRAINING	\$90.24
Landon Yuill	MILEAGE MAY 22	\$45.12
Lewis Sutherland	MAY 2022 RRSP	\$713.40
Malpeque Fine Iron Products Inc	TRAIN STATION MUSIC NOTE REPAIR	\$333.50
Maritime Electric	TOWN HALL MAY 22	\$1,269.63
Maritime Electric	RINK MAY 22	\$4,899.98
Maritime Electric	POLICE CAMERAS MAY 2	\$13.42
Maritime Electric	RADAR MAY 22	\$110.70
Maritime Electric	FIRE HALL MAY 22	\$448.68
Maritime Electric	FREIGHT SHED MAY 22	\$175.00
Maritime Electric	LIBRARY MAY 22	\$139.50
Maritime Electric	SENIOR CENTER MAY 22	\$140.36
Maritime Electric	CUC SIGN MAY 22	\$57.95
Maritime Electric	CANTEEN BALL MAY 22	\$33.64
Maritime Electric	WORKSHOP MAY 22	\$172.20
Maritime Electric	TRAIN STATION MAY 22	\$1,060.19
Maritime Electric	EVK POOL MAY 22	\$60.10
Maritime Electric	CAR CHARGER MAY 22	\$111.09
Maritime Electric	ST LIGHTS MAY 22	\$2,849.94
Mary's Bake Shoppe	FAMILY VIOLENCE WALK	\$30.75
Malpeque Bay Credit Union	MAY 2022 RRSP	\$1,240.90
McInnes Cooper	LEGAL FEES	\$314.58
Medacom Atlantic Inc	INV013607	\$261.63
Medacom Atlantic Inc	INV013539	\$261.63
Megan Moase	2022 DONATION	\$250.00
Minister of Finance	335568 TIRE TAX	\$20.00
Minister of Finance	PROPERTY TAX MAY 2022	\$13,523.85
Minister of Finance	335773 SALT	\$387.59
MJS Marketing & Promotions	POOL NOTICE AD	\$569.25

MJS Marketing & Promotions	FISHING DERBY AD	\$339.25
MJS Marketing & Promotions	CITIZEN / YOUTH OF THE YEAR AD	\$569.25
New London Community Complex	DEPOSIT FOR 55 PLUS GAMES	\$150.00
Orkin Canada	C-3374504	\$53.02
Orkin Canada	C-3374475	\$105.46
Orkin Canada	C-3374472	\$31.05
Par-T-Perfect PEI	2022026 DEPOSIT FOR CANADA DAY	\$214.00
Prince County Hospital Foundation	INV-000702 DONATION	\$5,000.00
Pitney Bowes	LEASE	\$194.55
Purolator Courier Ltd	POLICE DEVICE SHIPMENT	\$50.50
Recreation PEI Inc	2179 ANNUAL FEE	\$126.50
Mikes Independent	346018885	\$40.48
Scotia Securities	MAY 2022 RRSP	\$1,451.06
Scotiabank Visa	STOKES - DEPUTY CHIEF EPAULETS	\$186.90
Scotiabank Visa	POLICE URBAN TACTICAL	\$142.69
Scotiabank Visa	KIDS HELP PHONE MAY 22	\$50.00
Scotiabank Visa	MAY 2022 ZOOM	\$23.00
Scotiabank Visa	03421-7435928 CANVA	\$159.75
Scotiabank Visa	66231392 POSTAGE	\$31.92
Scotiabank Visa	467187 ANNUAL FEE	\$75.00
Scotiabank Visa	HARVEST FESTIVAL MEETING MAY 22	\$60.50
Sign Station Inc	69250 SURVEILLANCE SIGNS	\$138.63
Sisters Cleaning	707074 JANITORIAL SERVICE	\$1,365.65
Sisters Cleaning	707075 JANITORIAL SERVICE	\$1,365.74
Sisters Cleaning	707077 JANITORIAL SERVICE	\$1,365.65
Sisters Cleaning	707078 JANITORIAL SERVICE	\$1,092.05
Skir Enterprises	PROMOTIONAL HAND SANITIZERS	\$155.37
Source for Sports	TENNIS NETS	\$1,017.75
Spartan Fitness	TREADMILL REPAIR	\$295.96
Special Olympics PEI	MAY 2022 DONATION	\$100.00
Spring Valley Building Centre Ltd	BALLFIELD MAINTENANCE	\$176.50
Spring Valley Building Centre Ltd	SENIOR CENTER DOOR KNOB	\$148.84
Spring Valley Building Centre Ltd	973192 TENNIS COURT SUPPLIES	\$223.49
Spring Valley Building Centre Ltd	TOWN BENCH PAINT	\$137.93

Spring Valley Building Centre Ltd	975273 PAINT	\$25.20
Summerside Practicar	POLICE SUV RENTAL	\$247.88
Suncor Energy Products Partnership	POLICE FUEL APRIL 22	\$1,032.31
Superior Sanitation	0000780405	\$251.85
Superior Sanitation	0000780404	\$280.60
Superior Sanitation	0000780403	\$224.25
Superior Sanitation	0000780402	\$98.90
T & K Fire Safety Equipment Ltd	ULC ALARM MONITORING	\$276.00
T & K Fire Safety Equipment Ltd	FIRE 3 PAIRS OF BOOTS	\$736.81
Tanya Beairsto	POL SUV DETAIL	\$75.00
Telus	MAY 2022	\$994.36
The Crosswalk Safety Society of Nova Scotia	22014 CROSSWALK FLAGS	\$395.00
Uline	PRIVACY SCREEN FOR TENNIS COURTS	\$349.84
Vail's Fabric Services Ltd	400107	\$215.46
Visual Printing	BILL PAPER / ENVELOPES	\$1,973.40
Water & Pollution Control Corporation	W&S MAY 2022	\$785.23
Wet n' Wild Car Wash	937242	\$110.00
Subtotal		<u>\$86,182.38</u>
Payroll		\$97,921.31
Subtotal Bills and Payroll		<u>\$184,103.69</u>
Hummingbird Creative	2733 W&S EXTENSION SIGNAGE	\$1,284.52
Locus Surveys Ltd	19257-04 BUS PARK SURVEY UPDATED	\$985.55
Mid Isle Electric	11340 UPGRADE ELECTRICAL SERVICE	\$2,379.93
Spartan Fitness	352380 WEIGHT BENCHES	\$1,153.43
WSP Canada Inc	1110172 WELLFIELD SYSTEM UPGRADE	\$60.38
WSP Canada Inc	1110189 BUSINESS PARK	\$4,602.88
Subtotal Capital		<u>\$10,466.69</u>
Total Bills		<u>\$194,570.38</u>

Water and Sewer Utility Bills List May 2022

Aliant	INV9018946	\$138.46
Aliant	INV9048131	\$190.16
Atlantic Purification Systems Ltd	227630 UV LIGHTS	\$3,531.78
Kensington Septic Service	5408 PUMPER TRUCK	\$106.38
Maritime Electric	WELL 3 MAY 22	\$655.89
Maritime Electric	SEWEAGE TREAT MAY 22	\$2,514.80
Maritime Electric	PUMP 1 MAY 22	\$583.81
Maritime Electric	PUMP EAST MAY 22	\$229.86
Maritime Electric	WATER TOWER MAY 22	\$125.09
Maritime Electric	SEWAGE PUMP MAY 22	\$78.60
Maritime Electric	LIFT STATION MAY 22	\$262.57
Maritime Electric	PUMP CONTROL MAY 22	\$188.28
Maritime Electric	PUMP CONTROL MAY 22A	\$187.47
Minister of Finance	220503127 WATER ANALYSIS	\$414.00
Minister of Finance	W&S PROP TAX 1ST INS	\$938.17
Sansom Equipment Ltd	INV-FR-11373 BUFFER SOLUTION	\$255.59
Total W&S Bills		\$10,400.91

TOWN OF KENSINGTON
Income Statement Comparison of Actual to Budget for May 2022

GENERAL REVENUE	Current Month			Year to Date			Annual Budget	% Full Year
	Actual	Budget	Variance	Actual	YTD Budget	Variance		
General Revenues	\$99,470.72	\$112,003.00	-\$12,532.28	\$197,916.44	\$206,606.00	-\$8,689.56	\$1,420,136.00	14%
Police Service	\$21,711.02	\$27,376.00	-\$5,664.98	\$51,199.06	\$54,752.00	-\$3,552.94	\$339,618.00	15%
Town Hall Rent	\$8,795.83	\$8,500.00	\$295.83	\$17,291.66	\$17,000.00	\$291.66	\$105,800.00	16%
Recreation	\$0.00	\$0.00	\$0.00	\$0.00	\$4,500.00	-\$4,500.00	\$4,500.00	0%
Sales of Service	\$35,832.83	\$38,125.00	-\$2,292.17	\$66,717.68	\$73,750.00	-\$7,032.32	\$412,700.00	16%
Subtotal Revenue	\$165,810.40	\$186,004.00	-\$20,193.60	\$333,124.84	\$356,608.00	-\$23,483.16	\$2,282,754.00	15%
GENERAL EXPENSES								
Town Hall	\$22,594.30	\$14,487.00	\$8,107.30	\$39,132.99	\$26,774.00	\$12,358.99	\$155,930.00	25%
General Town	\$41,256.45	\$41,517.00	-\$260.55	\$157,731.37	\$172,697.00	-\$14,965.63	\$601,802.00	26%
Police Department	\$47,629.48	\$43,722.00	\$3,907.48	\$96,021.28	\$91,054.00	\$4,967.28	\$612,005.00	16%
Public Works	\$24,175.72	\$42,569.00	-\$18,393.28	\$52,822.26	\$73,906.00	-\$21,083.74	\$439,805.00	12%
Train Station	\$4,547.31	\$5,250.00	-\$702.69	\$9,036.32	\$9,860.00	-\$823.68	\$60,290.00	15%
Recreation & Park	\$7,773.03	\$9,155.00	-\$1,381.97	\$10,417.46	\$13,650.00	-\$3,232.54	\$106,905.00	10%
Sales of Service	\$12,676.17	\$16,001.00	-\$3,324.83	\$26,488.06	\$32,002.00	-\$5,513.94	\$207,619.00	13%
Subtotal Expenses	\$160,652.46	\$172,701.00	-\$12,048.54	\$391,649.74	\$419,943.00	-\$28,293.26	\$2,184,356.00	17%
Net Income (Deficit)	\$5,157.94	\$13,303.00	-\$8,145.06	-\$58,524.90	-\$63,335.00	\$4,810.10		
Credit Union Centre								
Credit Union Centre Revenue	\$17,897.57	\$21,250.00	-\$3,352.43	\$66,981.07	\$36,000.00	\$30,981.07	\$395,000.00	17%
Credit Union Centre Expenses	\$22,200.64	\$18,066.00	\$4,134.64	\$67,847.59	\$46,294.00	\$21,553.59	\$386,958.00	18%
Net Income (Deficit)	-\$4,303.07	\$3,184.00	-\$7,487.07	-\$866.52	-\$10,294.00	\$9,427.48		
Fire Department								
Fire Revenues	\$23,557.00	\$23,557.00	\$0.00	\$57,114.00	\$47,114.00	\$10,000.00	\$282,684.00	20%
Fire Department Expenses	\$24,145.16	\$23,106.00	\$1,039.16	\$50,092.04	\$46,812.00	\$3,280.04	\$313,322.00	16%
Net Income (Deficit)	-\$588.16	\$451.00	-\$1,039.16	\$7,021.96	\$302.00	\$6,719.96		
Consolidated Net Income (Deficit)	\$266.71	\$16,938.00	-\$16,671.29	-\$52,369.46	-\$73,327.00	\$20,957.54		
							\$75,802.00	
Water and Sewer Utility								
Water & Sewer Revenue	\$55,625.76	\$56,665.00	-\$1,039.24	\$110,950.55	\$113,330.00	-\$2,379.45	\$687,180.00	16%
Water & Sewer Expenses	\$61,633.98	\$61,034.00	\$599.98	\$119,249.46	\$121,168.00	-\$1,918.54	\$743,308.00	16%
Water & Sewer Net Income (Deficit)	-\$6,008.22	-\$4,369.00	-\$1,639.22	-\$8,298.91	-\$7,838.00	-\$460.91		

TOWN OF KENSINGTON – MEMORANDUM

TO: MAYOR AND TOWN COUNCIL, CAO

FROM: ROBERT WOOD, CUC MANAGER

DATE: MAY 2022

SUBJECT: MAY 2022 - CREDIT UNION CENTRE REPORT

ATTACHMENT: STATISTICAL REPORT/CURRENT HARVEST FESTIVAL PROGRAM

MAY 2022

Fitplex

- Hours of operation are 5:00 am – 10:00 pm daily.
- Staffed Hours are Monday to Friday 4:00 pm-8:00 pm.
- Day passes are allowed.
- No number restrictions in May and allowed to operate at full capacity.
- New Treadmill, 2 benches, dumbbell set, and 3 barbells have arrived.
- Old benches are being re-upholstered.

Arena

- Black and MacDonald pushed back to first week of June to start the install of the condenser due to shortage of staff.
- Painting and general repairs are started inside the arena.
- Skateboard Park equipment ordered.
- Paving expected in June for Old Ice Surface area.

Kensington Cash Draw

• May 5	192.00
• May 12	198.00
• May 19	194.00
• May 26	200.00
Total	<u>784.00</u>

Ball Fields

- The ballfield fencing beside the senior center was damaged from snow and staff straightened the bars and replaced the top cap on both fields where needed.
- Infield was re-graded by the edge of the infield \outfield by staff to reduce the buildup of 1\4 minus.
- The safety netting on the Don Clark field was installed in early May.
- Opening Date for fields was May 19,2022.
- Minor ball and Men's Recreation League have the fields booked for the summer and KISH is playing 3 games in May \June.

Senior Center

- Pollinator garden has been created by the senior centre by the Kensington North Watershed Association.

Central Community PEI Navigator

- Nothing to report

Upcoming Events

- June 4 Fishing Derby
- June 11 Bike Rodeo
- June 25 WI Mutt Show
- July 1 Canada Day Celebrations
- July 2-3 Fly Ball Dog Show
- July 15-17 U15 Provincial Girls softball Team Tournament
- July 23-24 Danny Hughes Memorial Men's rec Ball Tournament
- Aug 7 and Aug 13 Kensington Minor Ball Tournaments
- Aug 20-25 Kensington Harvest Festival

Town of Kensington Credit Union Centre Monthly Statistical Data

2022

Category	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Fitplex													
Total Members	220	225	232	240	245								1162
Attendance	821	1078	1230	1250	1200								5579
Day Passes Sold	0	0	12	15	15								42
Memberships Sold	16	35	40	38	35								164
Monthly Payment Memberships	55	55	57	55	55								277
Arena													
Hours Rented	119	138	160	120	0								537
Preschool (Free)	0	4	4	4	0								12
Adult Skate	0	4	4	4	0								12
Donated Ice Time	0	0	0	0	0								0
Total Hours Rented	115	146	168	128	0								557
Storm Days\Covid Shutdown (no rentals)	18	3	0	0	0								21

2021

[illegible]

Schedule

Saturday

7.30am-10.30am	Shriners Pancake Breakfast- Legion
8.30am	Malpeque Bay Credit Union Road Race-Stanchel
2pm	Parade
3-4	BBQ -Credit Union Centre
4-7	Washer Toss Tournament, Mussels Entertainment- Legion

Sunday

8.30 am	Harvest Festival Golf Tournament Sponsored by PE AQUA FARMS 4 person Scramble- Eagles Glenn Golf Course \$400.00 per team Includes Cart, Green Fee and Meal On course food and Beverages Sponsored by: Kensington Food Basket Ship to Shore Restaurant 18 Individual Hole prizes to be won.(closest to pins, long drives, straightest shot, closest to PE Aqua Farm Box, Closest to Kensington Food Basket Shopping Cart and many more plus a BBQ to be won (sponsored by Castle Building Supplies on hole 17)
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Monday

9-Noon	Reg Hiltz Memorial Flower Show
9-Noon	WI Handicraft and Food \ Vegetable Show
6pm	Flower Show Awards
6.30pm	Opening Ceremonies- Guest Speaker Craig Savill
7pm	Youth Ambassador Talent Portion
7.30pm	Youth Ambassador Formal Portion
8pm	Entertainment Allison Blaquiere
8.45pm	Winner awarded

Tuesday

1-4pm	Lions Auction Card Party
7-8.30	Youth Talent Competition sponsored by PEI Mutual
4-8.30	Skate Board Competition and demos
6-8.30	Softball Allstar Game and Skills Derby
6-8.30	Kensington Minor Ball Showcase

Wednesday

1-8.30pm	3 on 3 Ball Hockey Tournament
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Friday

7.00-8.30pm	Ultimate Fishers Challenge
9-10pm	Jimmy Flynn and Terry Kelly
10-10.30pm	Ultimate Fishers Finals
11-12pm	Jimmy Flynn and Terry Kelly

TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: DEVELOPMENT CONTROL BYLAW AND OFFICIAL PLAN
AMENDMENT – PID NO. 762559 – LOT B36 ROSEWOOD
DRIVE
DATE: 2022-06-24
ATTACHMENTS:

Background

A request was received from the owner of a property along Rosewood Drive (Lot B36 – PID 762559), to re-zone their property from its current Single Residential (R1) designation to Low Density Residential (R2) to facilitate the construction of a duplex on the property.

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

The proposed Bylaw amendment was initially considered by Town Council at their regular Council meeting held on May 9, 2022 where Town Council approved a recommendation from staff (and DV8 Consulting) that the Bylaw amendment application proceed to a public meeting to solicit opinions/comments from the community. The public meeting was held on June 16th at 6:00 pm at the Murray Christian Centre with no members of the public in attendance.

The following information is being circulated with this memo:

1. Re-Zoning request

2. Initial DV8 report (email)
3. Public Meeting Minutes
4. Public Meeting Advertisement (Including mapping information)

Staff have reviewed the relevant information and the DV8 Consulting initial review report on the proposed Bylaw and Official Plan amendment and are recommending that Committee of Council recommend to Town Council to proceed with first reading of the amendment approval to re-zone the property from Single Unit Residential (R1) to Low Density Residential (R2).

Recommendation

That Committee of Council recommend that Town Council give first reading and approval of the Development Control Bylaw and Official Plan amendment as proposed, at their upcoming regular meeting of Town Council scheduled for July 11, 2022, through the following resolution:

BE IT RESOLVED THAT Committee of Council recommend that Town Council give first reading and approval of a Development Control Bylaw and Official Plan amendment to formally re-zone PID No. 762559, Lot B36 Rosewood Drive from its current Single Residential (R1) designation to Low-Density Residential (R2), for the purpose of constructing a duplex on the property.

cao@kensington.ca

From: kcaseley@kensington.ca
Sent: Wednesday, April 27, 2022 8:39 AM
To: Sharon MacEwen
Cc: cao@kensington.ca
Subject: RE: rezoning

Good morning,

Thank you for sending this along. As discussed yesterday, we will evaluate which process is best suited to move your request along and be in touch. I anticipate this going to the May 9th Town Council meeting for their consideration.

Cheers,

Kim

From: Sharon MacEwen <sharonmacewen3@gmail.com>
Sent: Tuesday, April 26, 2022 4:28 PM
To: kcaseley@kensington.ca
Subject: rezoning

Hi Kim, just a follow up regarding our discussion earlier today! I would like to apply to rezone property # 762559 on Rosewood Drive, Kensington from a Zone #1 (residential R1) to a Zone #2 (duplex R2) . If you could forward this information to your council on my behalf that would be greatly appreciated . Hope to hear from you soon and thanks for your help and guidance.

Thank you

Sharon MacEwen (902-439-0754)

From: Hope Parnham <hparnham@outlook.com>
Sent: Friday, May 6, 2022 9:08 AM
To: cao@kensington.ca; kcaseley@kensington.ca
Subject: Re: Development Bylaw & OP Review

Good morning Geoff

I have reviewed the application and IRAC files associated with the parcel (PID No. 762559, Lot B36). Unfortunately because I am travelling today, I'm not going to have time to complete a full report for you today but I am comfortable recommending that council proceed to a public meeting on the application for the following reasons:

- the property meets the minimum requirements of the R2 zone;
- the Official Plan supports residential development of various types and more specifically, development "to accommodate the projected and potential housing needs of the Town."; and
- the street in question is already developed with a range of housing types including semi-detached dwellings on the adjacent lot.

The public meeting is an important step in the rezoning process as it allows anyone with questions or concerns to express their opinions on the application. In this case, considering the previous IRAC decision, the input received by the public will be of particular importance to the final decision on the application.

Please feel free to include a copy of this email with the council package. If council proceeds with the public meeting, I will review the comments received from the public and will prepare a final report on the application at that time.

Best regards
Hope

From: cao@kensington.ca <cao@kensington.ca>
Sent: May 2, 2022 3:03 PM
To: Hope Parnham <hparnham@outlook.com>; kcaseley@kensington.ca <kcaseley@kensington.ca>
Subject: RE: Development Bylaw & OP Review

Hi Hope

We've received an application to re-zone a parcel of property along Rosewood Drive (PID No. 762559, Lot B36 on the attached map). The parcel is currently zoned single residential and the property owner (who is also the resident owner of an adjacent parcel) would like it zoned to low-density to facilitate the construction of a duplex. At this point, we are informed that the duplex would house their children in both units.

This property was the subject of an IRAC appeal back in 2010 where the original land developer wanted the property zoned R2. Town Council denied the application at that time, which was confirmed by IRAC. I anticipate there may be some appetite to re-zone the property to R2 at this time, since there are several duplexes located in the vicinity and it may be more palatable by residents in the area.

Is it possible you can complete an initial review of the application this week (before Friday if possible 🙏)? I would like to put the application before Town Council at their upcoming meeting on May 9th, for their consideration of directing staff to proceed to a public meeting.

**Town of Kensington
Minutes of Public Meeting
Thursday, June 16, 2022
6:00 PM**

Presiding: Mayor Rowan Caseley

Council Members Present: Councillors Mann, Toombs, MacRae, and Spencer

Staff Members Present: Town Manager/Administrator, Geoff Baker; Deputy Administrator, Wendy MacKinnon, Administrative Assistant, Kim Caseley

Regrets: Deputy Mayor Pickering and Councillor Gallant

Visitors: Nil

Mayor Caseley called the meeting to order at 6:00 PM and explained the purpose of the meeting.

PURPOSE:

The purpose of this 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. 762559 (Lot B36 – Rosewood Drive) from Single Residential (R1) to Low Density Residential (R2) for the purpose of constructing a semi-detached (duplex) residential dwelling.
- To amend the Official Plan General Land Use Map in order to accommodate the above zoning designation.

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

The proposed Bylaw amendment was initially considered by Town Council at their regular Council meeting, held on May 9, 2022 where Town Council 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 Guardian newspaper on June 4, 2022, 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 have a report completed for Town Council prior to their formal consideration of the amendment which is planned for July 11, 2022.

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

There were no public in attendance and no comments/questions.

Moved by Councillor Toombs, seconded by Councillor MacRae that there being no further questions or comments on the proposed Development Control Bylaw amendment the meeting adjourned at 6:00 PM.

Geoff Baker,
Chief Administrative Officer

Rowan Caseley,
Mayor



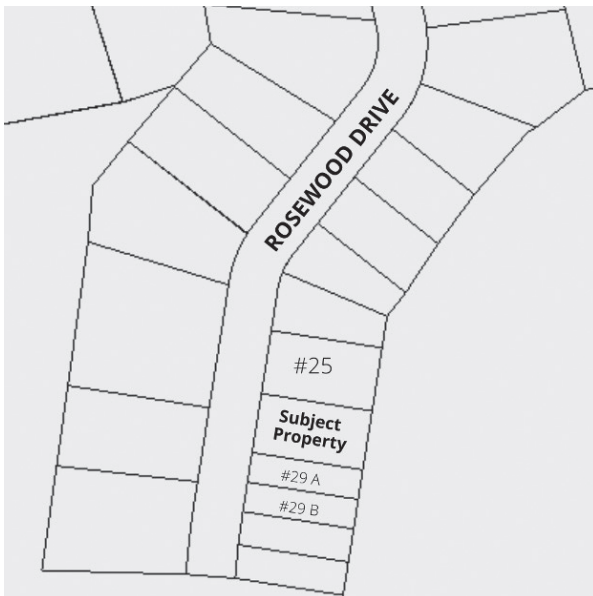
Town of Kensington

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 6:00 PM on Thursday, June 16, 2022, at the Murray Christian Education Centre, 17 School Street, Town of Kensington.

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

- To re-zone PID No. 762559 (Lot B36 – Rosewood Drive) from Single Residential (R1) to Low Density Residential (R2) for the purpose of constructing a semi-detached (duplex) residential dwelling.



- To amend the Official Plan General Land Use Map in order to accommodate the above zoning designation.

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 - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: KIM CASELEY, MUNICIPAL CLERK
SUBJECT: DEVELOPMENT PERMIT – A&R ADVENTURES INC.
DATE: 2022-06-24
ATTACHMENTS: DEVELOPMENT PERMIT APPLICATION

Please see the attached development permit application from A&R Adventures Inc., owner of the property located at 49 Broadway Street N. (PID No. 77859) for the construction of a landing and stairway emergency fire exit at the rear of the building.

Construction of the landing and stairway had been started prior to the issue of a Development Permit and the contractor was requested by Town staff to stop construction until the appropriate permits were secured.

The development permit application has since been received and reviewed against the Town's Development Control Bylaw and Official Plan and is found to be in general compliance therewith. The applicant will be required to secure a building permit from the Province of PEI once a development permit is approved by the Town.

The upper level of the building has been rented to a local business as additional office space and as such the emergency exit was a requirement of the rental agreement.

Recommendation

That Committee of Council recommend to Town Council the approval of the attached development permit at their regular meeting scheduled for July 11, 2022.



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

For Office Use Only	
Permit #:	
Date Received:	June 21/22
Date Approved:	
PEI Planning:	
Permit Fee: \$	100.00 <input type="checkbox"/> Paid

* DOUBLED.

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 49 Broadway St Property Tax Number (PID): 77859
Lot No.: N/A Subdivision Name N/A Current Zoning: C1
Are there any existing structures on the property?: ☐ No ☒ Yes, please describe:
Existing legally non-conforming office building of commercial use

Land Purchased from Coulson Realty Ltd. Year Purchased 2016

Location of Development		Property Size	
<input type="checkbox"/> North	<input type="checkbox"/> East Deck/Fire escape	Road Frontage <u>16.49m</u>	Acreage <u>0.14</u>
<input type="checkbox"/> South	<input checked="" type="checkbox"/> West	Property Depth <u>33.77m</u>	Area sq. ft. <u>5985</u>

2. Contact Information

APPLICANT Name: A&R Adventures Inc. Address: [REDACTED]
Phone: [REDACTED] Cell: [REDACTED]
Email: [REDACTED] Postal Code: [REDACTED]

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

CONTRACTOR, ARCHITECT OR ENGINEER Name: Paynter Brothers Contracting Ltd. Address: [REDACTED]
Phone: [REDACTED] Cell: [REDACTED]
Email: [REDACTED] Postal Code: [REDACTED]

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 Deck/Fire Escape

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

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

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

Detailed Project Description: Creation of a deck and stairs to act as a fire escape for the back end of the building

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

Projected Start Date: May 2022 Projected Date of Completion: May 2022

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.

See attached.

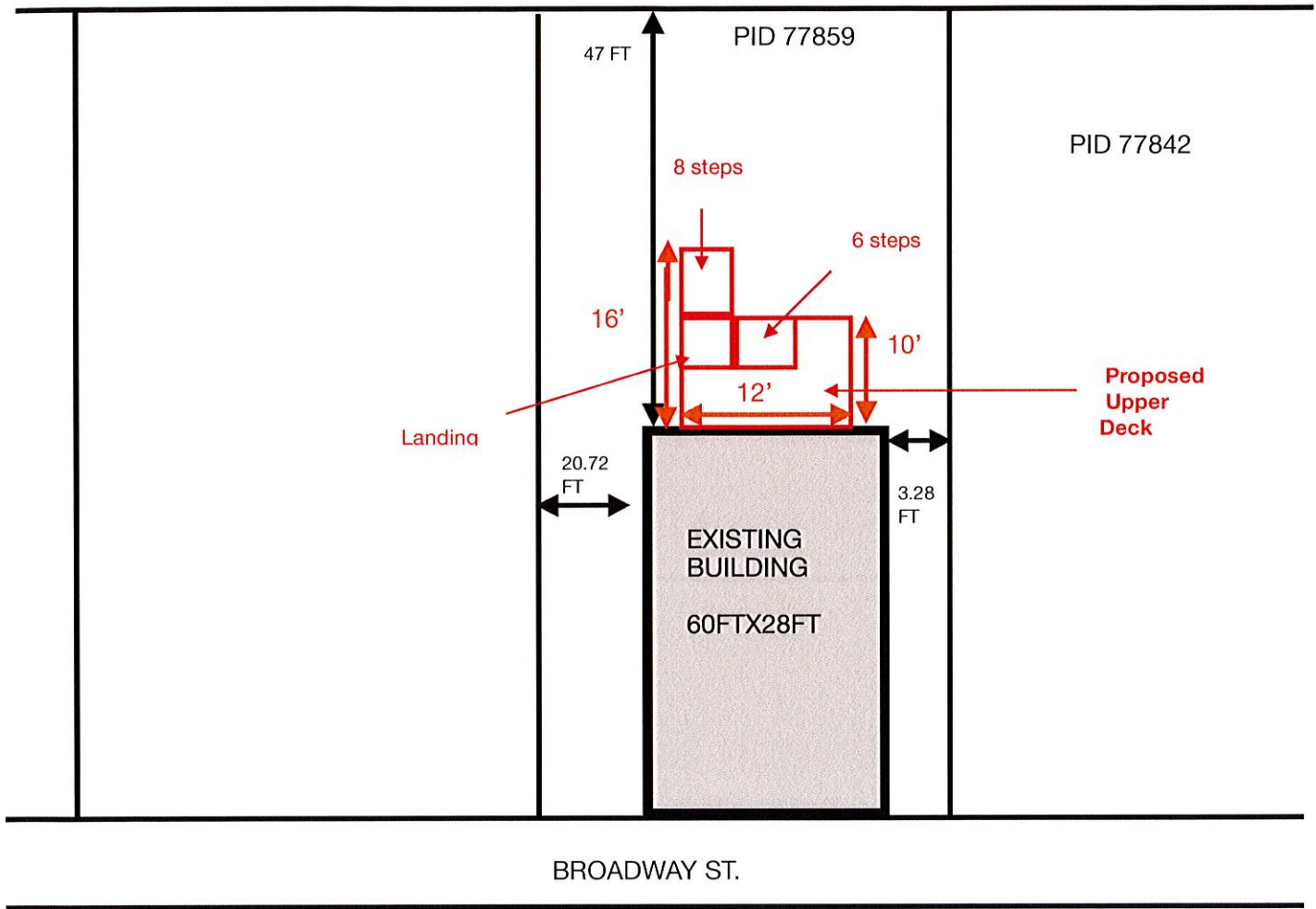
I DO SOLEMNLY DECLARE & CERTIFY:

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

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

Signature of Applicant

Date: May 11/22



TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: KIM CASELEY, MUNICIPAL CLERK
SUBJECT: SPECIAL PERMIT USE – 61 BROADWAY STREET
DATE: 2022-06-24
ATTACHMENTS: REQUEST FROM CHANCES
AERIAL PHOTOGRAPH OF AREA
DV8 CONSULTING REPORT

A request has been received from CHANCES, the prospective purchasers of the building located at 61 Broadway Street N. (King George Place) PID No. 77974, to operate a child care facility that will provide 45-60 children with after-school programming.

The property currently holds a General Commercial Zoning (C1) designation which lists Child Care Facilities as a Special Permit Use as stated in section 10.3 of the Towns Development Control Bylaw.

10. General Commercial Zone (C1)

10.3. Special Permit Uses

Notwithstanding Section 10.2 above, Council may issue a special development permit for the following uses where it deems the development is appropriate, all other relevant provisions of this Bylaw are met and subject to such conditions as Council may impose:

- 1) Child care facilities
- 2) Dwelling units in a commercial building
- 3) Service stations and other activities associated with the automobile trade, except for a scrap yard or body shop.

Town records indicate that the parking area (PID No. 80051) located at the rear of the building (61 Broadway Street) was previously consolidated to PID No. 77974 which the Registrar of Deeds office has confirmed.

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

I am attaching correspondence between CHANCES and myself regarding the proposed Special Permit Use, as well as a copy of the report and recommendation provided by DV8 Consulting.

Recommendation

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

WHEREAS a request has been made by CHANCES to operate a child care facility at 61 Broadway Street N. – PID No. 77974;

AND WHEREAS the General Commercial Zoning designation of the Town's Development Control Bylaw permits Child Care Facilities as a Special Permit Use;

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

BE IT RESOLVED THAT Committee of Council recommend that Town Council approve a Special Permit Use as requested by CHANCES to operate a child care facility at 61 Broadway Street N. with the following conditions:

I. Parents/guardians are to be instructed to use the rear parking lot for regular pick up and drop off and signage should be erected on Broadway St should compliance become an issue, at the cost of the property owner.

II. A building permit shall be obtained for the change of use to ensure the building meets National Building Code requirements for a Child Care Facility.

From: [Lucas Currie](#)
To: kcaseley@kensington.ca
Cc: [Melody vanOmme](#); cao@kensington.ca
Subject: RE: Kensington Building - Special Permit
Date: Thursday, June 9, 2022 12:40:47 PM

Hi Kimberly,

Last time we talked you were requesting responses to your questions surrounding parking/traffic and green space. Please see our responses:

1. Parking and drop-off space – as noted, CHANCES will be purchasing the adjacent parking spot which will offer a clear drop-off space for children being dropped off by parents, reducing traffic issues and safety concerns. Further, we have obtained verbal confirmation from Queen Elizabeth School and the Department of Transportation that they will provide bussing for children from the school which would limit the number of vehicles parking and doing drop-offs.
2. Green space for a playground – there is a green space owned by the Town located right behind the parking lot. If the Town has plans for this space and does not allow CHANCES to use it, Queen Elizabeth School playground is an 8-minute walk away which is comparable to some of our other Smart Play locations, such as Smart Play Spring Park who walk to either Spring Park School or West Kent School.

Please advise us on next steps.

Thanks,

Lucas

From: kcaseley@kensington.ca <kcaseley@kensington.ca>
Sent: May 24, 2022 12:39 PM
To: Lucas Currie <lucascurrie@chancesfamily.ca>
Cc: Melody vanOmme <melodyvanomme@chancesfamily.ca>; cao@kensington.ca
Subject: RE: Kensington Building - Special Permit

Hi Lucas,

I wanted to provide you with a further update on your request from last week. We heard back from our Planning Consultant this morning, she was unable to provide us with a full report and recommendation in time for this evening's Committee of Council meeting. Town Council will meet again for their Monthly Council Meeting on Monday, June 13.

She did note a few initial items that are typically looked at when considering child care facilities:

1. Parking and drop-off space.

A. Traffic/parking is usually only an issue during a short window of time in the morning and late afternoon, but if inadequate space is provided, when parents arrive at the same time it can cause traffic issues, as well as safety concerns.

2. Green space for a playground.

A. Children need to spend time outside. A child care facility should be able to offer that space fenced in within their own property, or in urban centres should be in close proximity to a public green space that they plan to use.

If you have any further detail that could be provided to support your request/plan, as it related to these items, please send them along and I will forward them to our planner.

Please let me know if you have any questions.

Cheers,

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

From: Lucas Currie <lucascurrie@chancesfamily.ca>
Sent: Wednesday, May 18, 2022 1:26 PM
To: kcaseley@kensington.ca
Cc: Melody vanOmme <melodyvanomme@chancesfamily.ca>
Subject: Kensington Building - Special Permit

Hi Kim,

Thank you for your help today. I reached out to Hon. Matthew MacKay and sent the below message on behalf of CHANCES:

CHANCES is a non-profit and charitable organization that exists to provide a wide range of child development and parent support services to children from 0-11 years and their families, particularly those experiencing additional life challenges. CHANCES intends to purchase a building located at 61 Broadway St. in Kensington with the intent of running a 45-60-child afterschool program. This expansion is driven by the dire need for childcare in the Kensington community that has been expressed by various local media outlets. The owners have accepted CHANCES' offer, which is conditional on approval from the CHANCES board by no later than May 25, 2022. As the property is zoned C1 commercial, CHANCES will require a "special permit" to operate a childcare program. As

this is a large investment, it is critical that a special permit be approved before going forward. CHANCES is requesting that the permit review process be expedited to meet the timeline required by the board, or that the Town of Kensington, together with the MLA, provide a letter of intent by May 25, 2022 expressing the Town's interest in approving the special permit.

I will have the owners of the building reach out to you ASAP to request as special permit.

Thank you,

Lucas

June 15, 2022

Town of Kensington
PO Box 418 Kensington, PE
C0B 1M0
Phone: (902) 836-3781
Fax: (902) 836-3741
Email: cao@kensington.ca

Re: 61 Broadway St N (PID 77974) – Special Permit Use application, General Commercial Zone (C1)

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 for PID 77974 located at 61 Broadway St N. The proposal is for the conversion of an existing building into a child care facility. As per Section 10.3 of the Bylaw, Council may issue a special development permit for a child care facility where it deems the development is appropriate, all other provisions of this Bylaw are met and subject to such conditions as Council may impose.

It is noted that the Official Plan and Bylaw provides no direct guidance on what issues Council should consider to determine if the proposed use is appropriate. Good planning principles suggest that 'child care facilities' are an important (essential) service and that the Town's objectives to "support and strengthen existing local businesses", and "to promote the Town as a commercial location" requires such services in order to support the workers in local businesses. Furthermore in recent public engagement on the review of the Official Plan and Bylaw, public feedback through an online survey included numerous comments on the need for more childcare services in the Town and for more things for 'kids to do'. For these reasons, the proposed use for the Town is deemed to be appropriate.

With regards to the appropriateness of the specific location, the property is centrally located and is within the commercial district where noise and/or traffic concerns are likely not to be a problem for adjacent properties. The location is also ideally located for access to the Confederation Trail active transportation network which will allow for parents to use the trail for drop off/pick up, as well as for the children and staff to use the trail to facilitate 'field trips' within the Town.

While not specified in the Official Plan or Bylaw, there are often two issues raised with regards to proposed childcare facilities which includes: adequate parking and drop-off space, and green space. I will address each below.

1. While traffic and parking is usually only an issue during a short window of time in the morning and late afternoon, if inadequate space is provided when a number of parents

arrive at the same time it can cause traffic issues, as well as safety concerns for the kids. Fortunately this property has a large parking lot on the rear of the building accessible by way of North St*. Should parents use the parking lot rather than short-term parking on Broadway St, traffic congestion can be avoided. Safety concerns can be addressed within the layout of the parking lot as needed.

*Please note that the parking lot is currently shown as PID 80051 in the provincial property records, however Town records indicate that the consolidation of PID 80051 and PID 77974 was approved in 2017 and that the deed has been registered.

2. The importance of greenspace for childcare facilities cannot be underestimated, however many childcare facilities in urban centres make use of public spaces (parks, trails, school yards etc.) and function without greenspace on the premise. Fortunately the proposed property is adjacent to the Confederation Trail which connects safely by way of the Town's sidewalk to the Queen Elizabeth School playground, a short 8-minute walk away.

It is noted that there is also a Town-owned vacant property on North St, which may be casually used by anyone, including the proposed child care center. However this property is not zoned Recreation and Open Space and any use of this property by the applicant (should the proposal be approved) should not be considered an as-of-right agreement to permit use of the vacant lot as a public park. The Town may want to seek a legal opinion with regards to liability and insurance before formally allowing the childcare center to use this space.

With regards to other provisions in the Bylaw being met, there are no specified provisions required for child care facilities in the Bylaw. The existing building will be required to meet Building Code standards for the change of use, and the building permit process will be handled by the Province.

In accordance with Section 10.3 of the Bylaw, I recommend that Council approve the proposed use of a Child Care Facility for the property in question with the following conditions:

- Parents/guardians are to be instructed to use the rear parking lot for regular pick up and drop off and signage should be erected on Broadway St should compliance become an issue.
- The location of the street parking spaces on Broadway adjacent to the property should be evaluated with regards to the accessibility of the property for a school bus drop off location.
- A building permit shall be obtained for the change of use to ensure the building meets National Building Code requirements for a Child Care Facility.

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

Best regards,



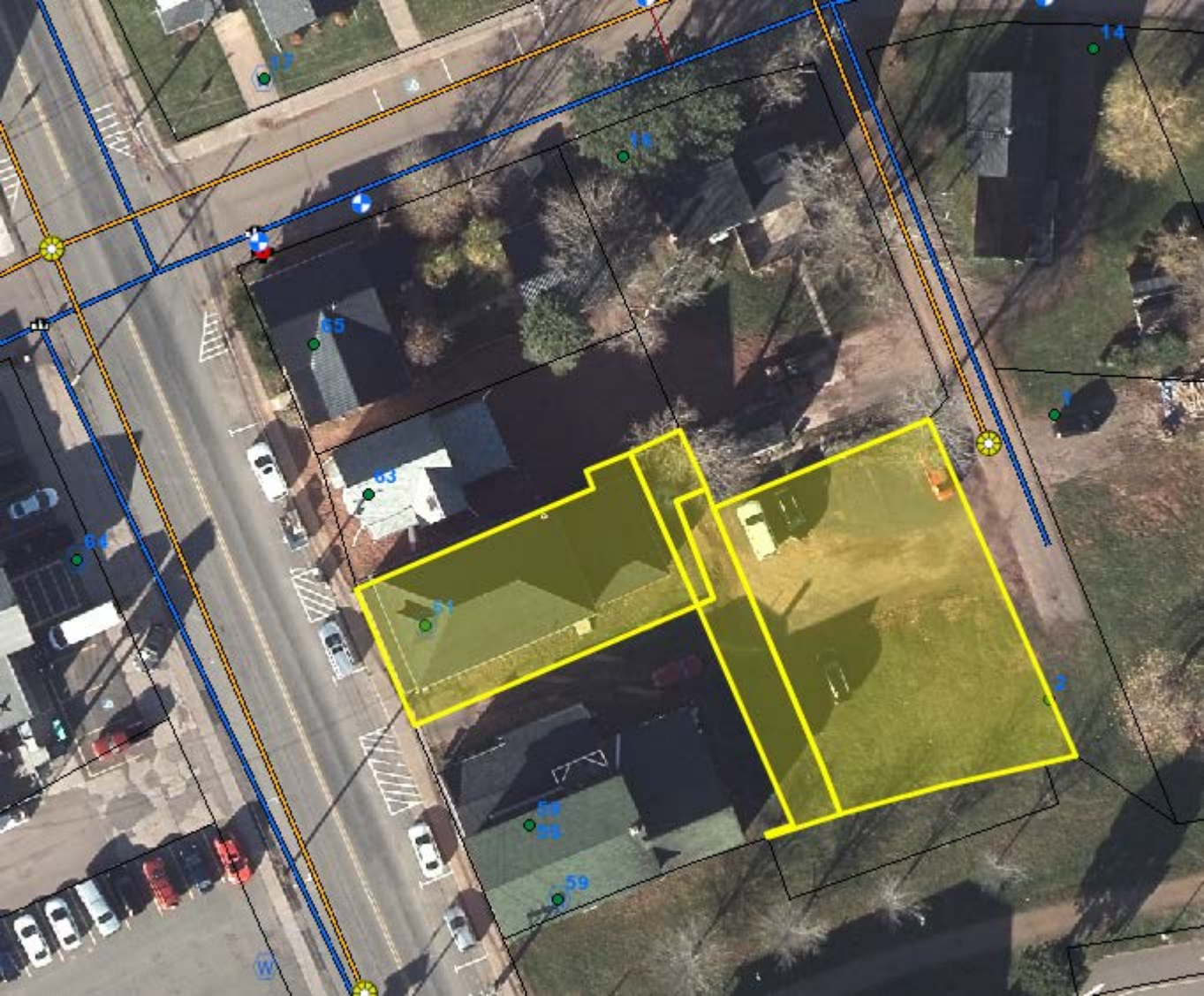
Hope Parnham, CSLA MCIP

Dv8 CONSULTING

CHARLOTTETOWN PE

E. HPARNHAM@OUTLOOK.COM

T. 902-393-1815



From: [REDACTED]
Cc: [REDACTED]
Subject: parking signage for liquor store
Date: Friday, June 24, 2022 3:33:46 PM
Attachments: [IMAGE.png](#)
[IMAGE.png](#)
[IMAGE.png](#)

Hi,

A few years ago prior to the fence being replaced by the liquor store, the liquor store had signs up in front of five parking spaces designating those parking spaces for the store. I am wondering if there is a chance that we could put up signage again (at our expense) designating parking spaces to the liquor store as we have been receiving customer complaints that they have no place to park when trying to shop at our Kensington location?

Thanks
Linda



Linda Somers

Acting Director of Retail Operations and Development

PEILCC

[REDACTED]
f: 902-368-5735

a: 3 Garfield Street, Charlottetown, PE C1A 6A4

w: liquorpei.com e: lasomers@liquorpei.com



Statement of Confidentiality

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From: [Kensington Library](#)
To: cao@kensington.ca; mayor@kensington.ca; kcaseley@kensington.ca
Cc: [Debbie Leard](#); [Rebecca Boulter](#)
Subject: EXCITING NEWS!
Date: Tuesday, June 14, 2022 4:45:52 PM

Hi

I have exciting news to share! Our small but mighty library continues to be the busiest one-person branch on the Island. To meet the needs of the community even better, we have been given another staff person on Wednesdays and Thursdays so that the library will have a consistent opening time of 10 am, Tuesday to Saturday. Debbie Leard will be the new staff person, although she has worked in Summerside for years and has been a backup staff in Kensington for a few years also. There will be some overlap in our schedules which will hopefully allow me to do some outreach within the community with seniors, daycares, etc. We are looking forward to working together to find new opportunities to serve Kensington and area.

Effective Tuesday, June 28 the new hours of the library will be

New Open Hours:

Monday: Closed

Tuesday: 10:00 a.m. - 4:00 p.m.

Wednesday: 10:00 a.m. - 6:00 p.m.

Thursday: 10:00 a.m. - 8:00 p.m.

Friday: 10:00 a.m. - 4:00 p.m.

Saturday: 10:00 a.m. - 4:00 p.m.

Sunday: Closed

Please let me know if you have any questions.

Cheers!

Shelley & Debbie

Kensington Heritage Library

Department of Education & Life Long Learning

902-836-3721

6 Commercial Street, PO Box 336

Kensington, PE

COB 1M0

Hours of Operation

Tuesday	10 am - 4 pm
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Wednesday	Noon - 6 pm
Thursday	2 pm - 8 pm
Friday	10 am - 4 pm
Saturday	10 am - 4 pm

Government of Prince Edward Island

www.PrinceEdwardIsland.ca

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From: Kensington and Area Chamber Of Commerce
<kensingtonandareachamber+gmail.com@ccsend.com>
Sent: Wednesday, June 15, 2022 1:54 PM
To: cao@kensington.ca
Subject: KACC Chamber Connections - June 15, 2022



Kensington and Area Chamber of Commerce "Chamber Connections" June 15, 2022

Supporting the local Business Community since 1991!

[Member Directory](#)

[Member Benefits](#)

[Atlantic Chamber of
Commerce](#)

CHAMBER NEWS

Message from the Executive Director

We have have offered some training sessions and had some great participation in the morning coffee mixers over the past few months. Please reach out if you would like to host a coffee mixer at your location or if you would like to speak at one of these events or have a topic that you would like to learn more about.



Upcoming Events:

Wednesdays in May & June (meets at noon) - Walking Club

Tue, June 28th - 10:00am - Information Webinar on Group trip to Ireland

Wed, Sep 21st - KACC Golf Tournament at Anderson's Creek - sponsored by ScotiaWealth Management (Wade Hulbert)- Registration is open! (see below)

Please follow our social media accounts @ktownchamber to keep up to date on events, learn more about the benefits offered and your fellow members!

Julie Corbett

Register by July 1st
and you will be entered to
win a Fab Four Pass
to either Anderson's
Creek or
Green Gables!



YOU'RE INVITED TO ATTEND THE
**KACC ANNUAL
GOLF TOURNAMENT**

presented by **Scotia Wealth Management™**

www.wadehulbert.ca

Wednesday, September 21

12pm Registration | 12:30pm Shotgun Start



Team of 4 \$500 +HST
Individual Player \$125 +HST

includes a cart
followed by a meal
& drink tickets

Register at kensingtonandareachamber@gmail.ca or
call 902-836-3209



**KACC member only
Facebook page**

The member only page allows for
Chamber members to communicate
with one another about topics related to
their businesses.

A member can use the group to gain
advice, ask if anyone has contact
information of someone who can do job
they cannot and many more!

Does anyone know
someone who could-

Click on this image to bring
you to the page!

I need advice on-



**Lunchtime
go!walk Striders
Walking Club**

Every Wednesday starting May 4th at 12:00
Meet up at the Confederation Trail across
from the Medical Centre

Please sign up at crsrc@live.ca





Thank you to Jenn Waugh with SMARDi Marketing for taking the time to host a webinar on June 6th.

Jenn's mission is to truly empower the PEI community to take charge of their local marketing and create a strategy that helps them grow with sustainability in this digital era.

For those that may have missed it, we are [sharing the recording](#). Feel free to share this with anyone else you think could benefit too!

If you have any questions on this or would like to chat more, contact Jenn at jwaugh@smardimarketing.ca

Do You Want To Set Up Your Own Social Marketing System?

Click this [link to book a call](#) and see how Jenn can coach and guide you through it with 4 - 6 hours live coaching calls every week with all the tools and resources you need.

DISCOVER IRELAND!

Join the Eastern & Kensington & Area Chamber of Commerce as we set out to discover the sights and cities of Ireland. Private, group tour.... \$2999 from Halifax in October. Deposits and booking details [here](#)

Arranged & booked through [Indus Travels](#)

If you are interested in learning more, please join the webinar on Tue, June 28th at 10:00am [Webinar info](#)

Discover IRELAND
08 DAY TOUR

This is the perfect introduction for first time visitors to Ireland. Join your group as you discover Irish cities and views.

Discover Ireland is the perfect tour for visitors hoping to explore the beautiful Emerald Isle from one location, no need to check in and check out every day and no hassle of packing and unpacking. Guests will see the historic and bustling capital city of Dublin before travelling southwest to see some of the country's beautiful and unspoiled countryside, from scenic County Limerick to the human-like Burren region and the legendary Cliffs of Moher. This 8-day tour encompasses some of Ireland's most dramatic scenery and will give visitors a true flavour of this vibrant and historic country.

Departure: 16 OCT 2022	Halifax \$2,999	Single Supp. \$699
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indus experience | Contact: Benay Kashyap, Indus Travels | Toll Free: 1 866 978 2987 ext 862, Email: benay@industravels.biz (Timing: 6:00 AM to 2:30 PM - PST) | **for reservation and booking** when contacting Indus Travels please inform that you are calling for Kensington Chamber

KACC MEMBER BENEFIT HIGHLIGHT

Canada's #1 Plan for Employee Benefits



The Chambers of Commerce Group Insurance Plan has been protecting Canadian firms for over 40 years. More than 30,000 small to midsize businesses choose the Chambers Plan to protect their employees with **comprehensive group benefits**, including **Health** and **Dental** insurance, making it **Canada's #1 employee benefits plan** for small business.

The Chambers Plan is the simple, stable, smart choice for business; combining accessibility, flexibility and the stability of pooled benefits. Firms choose the Chambers Plan year after year because it offers unsurpassed value and customer service.

The Chambers Plan – it's for your benefit.

Congratulations to the Town of Kensington on receiving a 2022 Reconciliation Recognition Award



The Town of Kensington was one of the recent recipients of the 2022 Reconciliation Recognition Award in May.

Mayor Caseley accepted this beautiful award on behalf of Town Council and the residents of Kataqanek (Kensington). They look forward to continuing our journey on the road to reconciliation.

“The *Town of Kensington* is being recognized as one of the recipients of the 2022 Reconciliation Recognition Award for establishing a true path toward reconciliation by focusing efforts on building a strong and lasting relationship with the Mi'kmaq.

This included Kensington's mural unveiling ceremony at the Schurman Gazebo in May 2021 which features Mi'kmaq as well as other cultures and landmarks, recognizing the Mi'kmaq presence on Epekwitk; and other initiatives such as raising the Mi'kmaq Grand Council Flag at last year's Treaty Day event.” – L'nuey PEI

INDUSTRY NEWS

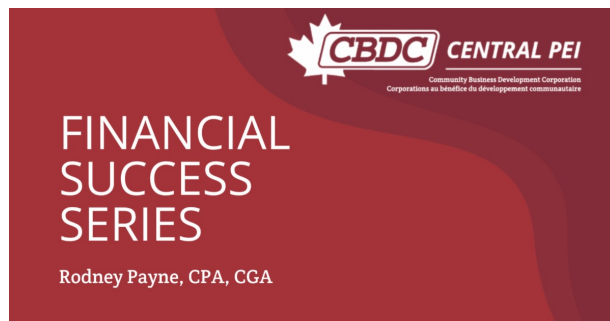


Many employers are hiring youth this summer to work in their businesses. As a youth life coach, Lindsay Law has a unique glimpse into the teenage brain and can offer perspective and support for employers and in turn their teen employees. As employers feel more confident in communicating with their teen employees, their teen employees will feel better supported and thus perform their jobs with more confidence and effectiveness. Everyone wins! Participants will walk away from this session with practical tools for how to communicate with your teen employees so they both feel great this summer.

WHEN: Friday, June 17 from 10am to 11am
WHERE: IN PERSON at our Rural Women's Business Centre located in Central Bedeque
To register: <https://peibwa.org/event-4842026>

Just in time for the busy 2022 season! Don't miss this Financial Success Series - Personal Matters!! on June 21/22 Limited seating so reserve your spot now!

[Register Here](#)



Member News!

We love to share our Member's news! Please send your news along to kensingtonandareachamber@gmail.com

KACC MEMBER PROFILES WE APPRECIATE YOU BEING A MEMBER!

Red Sands Golf Course

Red Sands Golf Course is situated in the rolling countryside between Cavendish and Kensington, P.E.I.'s premiere vacation destination. When quality counts, the layout, fairways and greens



provide the best opportunity for playing challenging enjoyable golf.

The quality of the course is equally impressive. After your 9 or 18 holes, enjoy a conversation, beverage and sandwich on the picturesque sun deck of our club house. Contact us for summer memberships for your extended holiday.

<https://www.golfredsands.com/>



Under the Spire Music Festival

Under the Spire Festival has been bringing the very best in classical, traditional, folk, jazz and world music to Historic St. Mary's since 1996. An annual destination event for tourists and locals alike, it continues to facilitate restoration projects to preserve this beloved venue while maintaining a busy concert schedule from June-September each year.

The Under the Spire Festival is pleased to be able to offer more in person concerts this year in this beautiful location!

<https://underthespire.ca/>

FOLLOW US ON SOCIAL MEDIA



Find more information on our website: kaccpei.com
kensingtonandareachamber@gmail.com

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