



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

Monday, March 27, 2017 @ 6:30 PM

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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 – March 27, 2017 – 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 – February 27, 2017**
- 6. Business Arising from Minutes – February 27, 2017**
- 7. Staff Reports**
 - a. CAO's Report
 - b. Fire Department Statistical Report
 - c. Police Department Statistical Report
 - d. Development Permit Summary Report
 - e. Bills List
 - f. Summary Income Statement
 - g. Community Gardens Complex Report
- 8. New Business**
 - a. COC Memo – Liquor License Request, 49 Broadway Street
 - b. COC Memo – Town of Kensington Development Permit Application
 - c. COC Memo – Streets Transfer to PEI
- 9. Councillor Issues/Inquiries**
- 10. Correspondence**
- 11. In-Camera (Closed Session) – *One item of a Human Resources nature***
- 12. Adjournment**

**Town of Kensington
Committee of Council Meeting
Monday, February 27, 2017
6:30 PM**

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

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

Regrets: Councillor Doucette

1. Calling of Meeting to Order

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

2. Adoption of Agenda

2.1 *Moved by Councillor Spencer, seconded by Councillor Mill to approve the agenda for the February 2017 Committee of Council meeting. Unanimously carried.*

3. Declaration of Conflict of Interest

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

4. Delegations, Special Speakers and Public Input

4.1 Nil

5. Adoption of Previous Meeting Minutes

5.1 *Moved by Councillor MacLean, seconded by Councillor Pickering to approve the Committee of Council meeting minutes from November 28, 2016. Unanimously carried.*

6. Business Arising from Minutes

6.1 Councillor Spencer inquired if any quotes for the reconstruction of the ball field dugout have been received. Mr. Baker confirmed that one quote has been received for a steel fence construction and a second should be forthcoming shortly for wood construction.

7. Staff Reports

7.1 CAO's Report

7.1.1 *Moved by Councillor Pickering, seconded by Councillor MacLean to recommend to Town Council the adoption of the February 2017 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.1.2 Deputy Mayor Mann informed Council that there will be a temporary radio antenna installed at the Fire Hall on February 28, 2017.

7.1.3 Councillor Pickering inquired if there was any further information from the Malpeque Bay Credit Union regarding the naming rights for the Kensington Community Gardens Complex. Mayor Caseley will follow up and report to Council.

7.1.4 Councillor Pickering inquired on the status of the sound system quotes for the Train Station Gazebo. She also noted that entertainment will be booking up and that they should be scheduled shortly.

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Spencer, seconded by Councillor MacLean to recommend to Town Council the adoption of the January 2017 Fire Chiefs Report as prepared by Deputy Fire Chief Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

7.3.1 *Moved by Councillor Mill, seconded by Councillor MacLean to recommend to Town Council the adoption of the January 2017 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.4 Development Permit Summary Report

7.4.1 *Moved by Councillor Spencer, seconded by Councillor MacLean to recommend to Town Council the adoption of the Development Permit Summary Report for February 2017 as prepared by Administrative Assistant, Kim Caseley. Unanimously carried.*

7.5 Financial Report (Summary Income Statement & Bills List)

7.5.1 *Moved by Deputy Mayor Mann, seconded by Councillor Spencer to recommend to Town Council the approval of the General Bills List for January 2017 in the amount of \$166,763.32. Unanimously carried.*

7.5.2 *Moved by Deputy Mayor Mann, seconded by Councillor MacLean to recommend to Town Council the approval of the Water and Pollution Control Bills List in the amount of \$27,044.42 as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

7.5.3 *Moved by Deputy Mayor Mann, seconded by Councillor Pickering to recommend to Town Council the adoption of the Summary Income Statements for January 2017, as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

7.6 Community Gardens Complex Report

7.6.1 Councillor Pickering reported that a new event is being developed for the 50th Anniversary for the Kensington Harvest Festival. The event will be held in partnership with the Kensington Fire Department. More detail will be provided as available.

8. New Business

8.1 Logo Usage Request

8.1.1 *Moved by Councillor Pickering, seconded by Councillor MacLean*

THAT Committee of Council recommend to Town Council that they allow “The Copy Shop” to use and reproduce the Town of Kensington Logo in accordance with the terms and conditions contained in the Logo Usage Agreement. Unanimously carried.

8.2 Blue Shank Trucking Subdivision and Re-Zoning Request

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

THAT Committee of Council recommend to Town Council the approval of Drawing No. 17018-P02 (Preliminary) as the plan of subdivision for PID No. 792580 as submitted by Blue Shank Trucking. Unanimously carried.

8.2.2 *Moved by Councillor Pickering, seconded by Councillor MacLean*

To direct staff to schedule a public meeting as per the requirements of the Planning Act, to hear public comments on re-zoning PID #972580 (Inclusive of Lot 17-1 and Lot 17-2 and remainder) from R1 to R3. Unanimously carried.

8.3 Kensington Fire Department Policy and Standard Operating Guidelines Manual

8.3.1 Council discussed the Kensington Fire Department Policy and Standard Operating Guidelines Manual. Councillor Spencer indicated concerns with

respect to the leave of absence provisions and the qualifications for the Fire Chief appointment which will be provided to the consultant for consideration.

9. Councillor Issues/Inquiries

9.1 Deputy Mayor Mann notified Council that the Annual Fire District Meeting will be held on March 1, 2017.

9.2 Mr. Baker notified Council that a Mobile Vender application has been received and approved for Clem Arsenault to operate as a fresh fish vender truck out of the Legion Property along Victoria Street West.

10. Correspondence

10.1 *Nil*

11. In-Camera (Closed Session)

11.1 *Nil*

12. Adjournment

12.1 *Moved by Councillor Spencer, seconded by Councillor MacLean to adjourn the meeting at 7:31 PM. Unanimously carried.*

Wendy MacKinnon,
Deputy Administrator

Rowan Caseley,
Mayor

Town of Kensington
Committee of Council
Updated Project/Task List

Project/Task	Status
Unightly Property - 21 Barrett Street	Geoff contacted Key Murray Law. Legal Counsel researching most effective way to ensure removal of unsightly structure.
Emergency Measures Organization	Geoff to contact David Elliott and set up meeting to move EMO Plan forward.
Exempt Staffing Policy	Wendy to provide draft policy. Geoff to finalize prior to presentation to Town Council.
Memorial Forest Request - Kensington Lions Club	Geoff to review proposal and provide information to Town Council to facilitate decision.
5 Year Capital Plan	Departmental managers to provide draft plans and Geoff to finalize prior to consideration by Town Council.
Relocation of "Welcome to Kenisngton" Sign - Charlottetown Road	Geoff to review options and provide information to Town Council.
Regulatory Requirements Re: CGC Summer Camp	Robert to review regulations and provide report to Geoff.
Review Pool Shut down Procedures	Geoff will review procedures with Ralph to determine if more efficient options available.
Sound system Quotes - Gazebo Musical Nights	One quote received to date. Robert to solicit additional quotes prior to consideration by Town Council. Staffing also to be determined in managing the program.
Roots - Public Garden Request	Mayor Caseley and Councillor Pickering reviewed the initial proposal and determined more detail was required prior to moving forward.
Ballfield Dugout Replacement	Two quotes have been received for both a steel fence construction and wood construction. Wendy to contact insurance copmpany to determine what can be covered under the policy. Once all information is collected a report will be provided to Town Council. It is anticipated that sufficient information will be available for Apiril's regular meeting of Town Council.
Fire Hydrant Adoption Recognition Policy	No tangible action has been taken to date.
Finanial Policy Development	Wendy to provide draft policies as time permits. Geoff to finalize prior to presentation to Town Council for consideration.
Wellfield Protection Plan	Geoff and Barry Murray currently investigating funding opportunities and researching Terms of Reference.
Paint "Welcome to Kensington" Signage	Geoff to ensure this work is carried out in the Spring.
Provincial Adoption of National building Code	Geoff to research.
Crossing Guard Volunteers	Town Councillors to speak to neighbours, friends, residents to generate interest in volunteering for crossing guard duty.
Reinstallation of Speed Radar Sign	Geoff to contact Jeff Thompson to determine when sign will be re-installed.
Re-Zoning Application - BST Property	Geoff to schedule Public Meeting and provide report to Town Council.
Fire Department Policy Development	Geoff to provide comments back to consultant on first two sections.
Duplicate Power Poles	Geoff to continue to monitor duplicate power poles and update Town Council as required.
Sidewalk Replacement Quotations	Geoff to solicit quote to complete required work.
Fire Department Radio System	Temproary system has been installed on fire hall.
Provincial Policing Review	Town Council agreed to have CAO sit on Provincail Committee. Updates to be provided to Town Council as discussions progress.
Town Mapping Project	All ads have been sold. Only a few left to design. Town should have a draft map wihin one week. Anticipated that map will be printed late April.
Street Transfer to Province of PEI	Geoff to provide report to Committee of Council.

[illegible]

[illegible]

[illegible]

Police Report February 2017

KPS received 3 false alarms during the month:

2017142124 Feb 4/17 1740hrs KenMac Auto. Commercial intrusion alarm, member attended with key holder and unable to determine what set the alarm off.

2017170046 Feb 11/17 1630hrs Mary's Bake Shoppe. Single hit in kitchen. Key holder attended and cancelled alarm. MEMBER DID NOT ATTEND LOCATION.

2017206864 Feb 20/17 1439hrs Mary's Bake Shoppe. Alarm hit in office. Member patrol building secure, cause was heating fan tripped the alarm.

Please note these alarm calls were all answered during regular working hours resulting in no call outs.

Chief Sutherland

Year To Date Approved Development Permits Summary Report
March 2017 Committee of Council Meeting

Development Permit Category	January	February	March	April	May	June	July	August	September	October	November	December		Total Permits		Total Permit Fees		Total Estimated Construction Value
New Modular/Mobile Home		1												1		\$200.00		\$500,000.00
New Residential Accessory Structure	1													1				\$1,200.00
Total:	1	1												2		\$200.00		\$501,200.00

Town of Kensington Bills List February 2017

Amalgamated Dairies Limited	4745	\$38.53
Amalgamated Dairies Limited	4871	\$54.51
Amalgamated Dairies Limited	4683	\$24.38
Amalgamated Dairies Limited	4565	\$48.17
Amalgamated Dairies Limited	4219	\$63.89
Amalgamated Dairies Limited	4354	\$28.78
ADL Foods	2285030 P	\$311.65
ADL Foods	2285354 P	\$661.51
ADL Foods	2286199 P	\$692.03
ADL Foods	2286636 P	\$785.55
ADL Foods	2287460 P	\$823.64
Aliant	POL 5026285	\$30.48
Aliant	CGC 5022834	\$218.42
Andrew Griffin	MILEAGE FEB	\$47.00
Andrew Griffin	FEB 2017 RRSP	\$463.08
Bell Mobility	2-371405	\$201.25
Bell Mobility	2-994673	\$494.50
Brenda MacIsaac	FEB 2017 RRSP	\$273.00
Broadway 45 Catering	104	\$506.00
C & M Inc.	516	\$690.00
C & M Inc.	537	\$690.00
Capital Foodservice	2091133	\$510.11
Capital Foodservice	2094600	\$809.06
Combat Computer Inc	27003	\$93.44
Combat Computer Inc	27042	\$575.00
Commercial Construction	FEB 2017	\$11,103.25
Cooke Insurance Agency Ltd.	449337	\$44,897.00
Cooke Insurance Agency Ltd.	449336	\$12,882.00
PEI Crime Stoppers	JAN 2017 DONATION	\$245.00
Canadian Union of Public Employees	FEB 2017 UNION DUES	\$479.94
D Alex MacDonald	105184	\$2,340.76
D Alex MacDonald	105010	\$379.18

DC Tire Sales & Service	84896	\$167.88
Eastlink	01587432 FEB	\$614.29
Eastlink	01696641	\$66.03
Eastlink	01587836	\$72.39
Eastlink	01588218	\$23.59
Eastlink	01644224	\$118.34
Eastlink	01536022	\$55.20
Elizabeth Hubley	FEB 2017 RENT	\$805.00
Environmental Health	LICENCE RENEWAL	\$55.00
Frito Lay Canada	43753632	\$115.48
Frito Lay Canada	43753797	\$187.36
Frito Lay Canada	43753591	\$134.75
G. LeBlanc Fire Truck Repair Ltd	10373	\$414.52
G. LeBlanc Fire Truck Repair Ltd	10372	\$853.30
Geoff Baker	FEB 2017 MILEAGE	\$341.49
Hewitt Rentals Inc	5238844 001	\$77.43
Hewitt Rentals Inc	5240341 001	\$77.43
Hewitt Rentals Inc	5240931 001	\$116.14
Hewitt Rentals Inc	5237715001	\$77.43
Holland College	237361	\$229.99
Holland College	FEB 24, 2017	\$254.43
Irving Oil	644172	\$558.20
Irving Oil	532342	\$379.88
Irving Oil	535675	\$341.48
Irving Oil	862206	\$97.91
Irving Oil	852931	\$506.30
Irving Oil	960196	\$193.05
Irving Oil	254019	\$286.19
Irving Oil	328839	\$237.69
Irving Oil	31745176	\$146.51
Irving Oil	31751143	\$96.47
Irving Oil	961703	\$662.27
Irving Oil	966538	\$234.43
Irving Oil	268718	\$154.72

Irving Oil	454851	\$483.88
Irving Oil	244269	\$426.73
Irving Oil	564411	\$131.95
Irving Oil	546849	\$398.21
Irving Oil	649538	\$289.17
Irving Oil	862402	\$86.56
Irving Oil	228230	\$382.65
Irving Oil	227806	\$141.09
Irving Oil	150825	\$346.04
Irving Oil	31739653	\$104.43
Irving Oil	648664	\$250.62
Irving Oil	627143	\$189.89
Irving Oil	146578	\$147.51
Irving Oil	126286	\$394.99
Irving Oil	247549	\$272.70
Irving Oil	478612	\$166.06
Irving Oil	31716878	\$215.90
Island First Aid Service	722240	\$966.00
Island Petroleum	00205221530742	\$397.73
Island Petroleum	205221	\$138.46
Island Petroleum	00205221595406	\$353.83
Island Petroleum	00205221595398	\$281.82
Island Petroleum	00205221547502	\$466.28
Island Petroleum	00205221558717	\$166.20
Island Petroleum	00205221567541	\$389.22
Island Petroleum	00205221582595	\$283.23
IWK Foundation	JAN 2017 DONATION	\$200.00
KD Construction Inc.	942479	\$460.00
Kensington Country Store	722243	\$116.55
Kensington North Watersheds Association	485	\$100.00
Kent Building Supplies	936503	\$11.82
Kent Building Supplies	936436	\$79.99
Kent Building Supplies	935654	\$157.67
Kent Building Supplies	935158	\$17.69

Kent Building Supplies	935068	\$25.91
Kim Mullett	MILEAGE FEB	\$14.10
K'Town Auto Parts	20S182881	\$44.06
K'Town Auto Parts	20S182432	\$163.23
Kensington & Area Chamber of Commerce	FEB 23, 2017 AGM	\$90.00
Langille Sharpening Service Inc	56895	\$103.50
Langille Sharpening Service Inc	2800	\$103.50
Lewis Sutherland	FEB 2017 MILEAGE	\$115.15
Lewis Sutherland	FEB 2017 RRSP	\$613.48
MacInnis Express (1983) Ltd	181336	\$92.60
Maritime Electric	STREET LIGHTS FEB 17	\$3,044.80
Maritime Electric	LIBRARY FEB 17	\$404.09
Maritime Electric	CGC SENIOR CNT FEB17	\$52.56
Maritime Electric	CGC SIGN FEB 17	\$70.36
Maritime Electric	CGC RINK FEB 17	\$8,318.23
Maritime Electric	CGC BALLFIELD FEB 17	\$28.26
Maritime Electric	PW SHOP FEB 17	\$163.36
Maritime Electric	20 STEWART ST FEB 17	\$72.75
Maritime Electric	TRAIN STATION FEB 17	\$689.60
Maritime Electric	ART CO-OP FEB 17	\$316.83
Maritime Electric	EVK POOL FEB 17	\$46.44
Maritime Electric	FIRE HALL FEB 17	\$450.58
Maritime Electric	CAR CHARGER FEB 17	\$28.83
Maritime Electric	SPEED RADAR FEB 17	\$100.48
Maritime Electric	TOWN HALL FEB 17	\$1,270.85
Mary's Bake Shoppe	06-	\$13.60
Malpeque Bay Credit Union	FEB 2017 RRSP	\$1,566.98
McInnes Cooper	2017003826	\$1,091.95
Medacom Atlantic Inc	008558	\$251.16
Medacom Atlantic Inc	INV008513	\$251.16
Micmac Fire & Safety Ltd	NS-00841410	\$218.50
Mid Isle Electric	5828	\$982.11
Minister of Finance	289756	\$25.00
Minister of Finance	290463	\$6,900.00

MJS Marketing & Promotions	2592013	\$207.00
Moase Plumbing & Heating	26133	\$77.61
Orkin Canada	IN-7511978	\$57.50
Orkin Canada	IN-7511988	\$28.75
Paynter's Wagon Rides	000002	\$250.00
PEI Chiefs of Police	2017-6	\$50.00
Pepsico	15330456	\$1,190.34
Petty Cash	FEB 2017	\$121.68
Princess Auto	44-3-185510	\$92.13
Revolution Media	1183	\$138.00
Robert Wood	FEB 2017 MILEAGE	\$141.00
Rodney Hickey	226256	\$75.00
Rogers Plumbing & Heating	12014	\$107.99
Rowan Caseley	FEB 2017 MILEAGE	\$28.20
Saunders Equipment Ltd	0000065901	\$863.25
Mikes Independent	01 2462	\$21.25
Mikes Independent	01 1192	\$68.88
Mikes Independent	01 2223	\$12.00
Mikes Independent	01 3817	\$19.73
Scotia Securities	D KILLAM FEB 17 RRSP	\$391.54
Scotiabank Visa	2017 PRES. DINNER	\$86.25
Scotiabank Visa	INDUST CANADA POL 17	\$270.00
Scotiabank Visa	INDUST CANADA FIRE17	\$475.00
Scotiabank Visa	STAPLES JAN 26, 2017	\$28.74
SSQ Insurance Company Inc	6013395	\$1,470.00
Summerside Chrysler Dodge (1984) Ltd	WC99120	\$57.45
Suncor Energy Products Partnership	FEB.2017	\$709.37
Superior Sanitation	0000603890	\$184.00
Superior Sanitation	0000603889	\$80.50
Superior Sanitation	0000603891	\$230.00
Superior Sanitation	00000603892	\$184.00
T & K Fire Safety Equipment Ltd	226869	\$1,172.31
Telus	FEB 2017	\$795.74
Toshiba Finance	15184616	\$541.89

Traci Campbell	930460	\$260.00
Traci Campbell	JAN AEROBICS	\$312.00
Vail's Fabric Services Ltd.	275454	\$104.42
Water & Pollution Control Corporation	W&S FEB 2017	\$214.90
Wet n' Wild Car Wash	237362	\$90.00
Yellow Pages Group	17-4022161	\$21.05
Yellow Pages Group	17-3894128	\$21.05
Subtotal		<hr/> \$138,203.08
February Payroll		\$79,524.48
Total February Bills		<hr/> \$217,727.56 <hr/>

Water and Pollution Control Corporation Bills List February 2017

Aliant	INV4984346	\$121.85
Aliant	SEW 5025589	\$111.78
Campbell's Concrete Ltd	227437	\$102.86
Campbell's Plumbing and Heating	8346	\$92.00
Campbell's Plumbing and Heating	8374	\$1,426.62
Campbell's Plumbing and Heating	8392	\$147.78
Campbell's Plumbing and Heating	8380	\$230.00
Commercial Construction	W&S FEB 2017	\$730.25
Kensington Country Store	02810001559	\$87.31
Kensington Septic Service	1975	\$316.25
Maritime Electric	PUMP EAST #2 FEB 17	\$275.11
Maritime Electric	PUMP WEST #1 FEB 17	\$1,150.90
Maritime Electric	PUMP CONT BLDG FEB17	\$207.37
Maritime Electric	SEWER PUMP FEB 17	\$95.04
Maritime Electric	WELL #3 FEB 17	\$58.49
Maritime Electric	WATER TOWER FEB 17	\$190.91
Maritime Electric	LIFT STATION FEB 17	\$232.82
Maritime Electric	SEW TREAT FEB 17	\$472.80
Minister of Finance	170206130	\$368.00
Scotiabank Visa	UPS WIND TURBINE	\$138.34
WSP Canada Inc	0628556	\$86.25
Total W&S Bills		\$6,642.73

TOWN OF KENSINGTON
Income Statement Comparison of Actual to Budget for February 2017

	Current Month			Year to Date				
GENERAL REVENUE	Actual	Budget	Variance	Actual	YTD Budget	Variance	Annual Budget	% Full Year
General Revenues	\$74,986.00	\$75,436.00	-\$450.00	\$153,865.14	\$154,762.00	-\$896.86	\$1,081,858.00	14%
Police Service	\$1,839.90	\$4,000.00	-\$2,160.10	\$6,254.75	\$8,000.00	-\$1,745.25	\$48,000.00	13%
Town Hall Rent	\$7,852.96	\$7,830.00	\$22.96	\$15,705.92	\$15,660.00	\$45.92	\$93,960.00	17%
Recreation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,500.00	0%
Sales of Service	\$28,859.60	\$25,000.00	\$3,859.60	\$58,939.80	\$46,000.00	\$12,939.80	\$359,950.00	16%
Subtotal Revenue	\$113,538.46	\$112,266.00	\$1,272.46	\$234,765.61	\$224,422.00	\$10,343.61	\$1,588,268.00	15%
GENERAL EXPENSES								
Town Hall	\$10,048.62	\$11,254.00	\$1,205.38	\$20,559.79	\$22,318.00	\$1,758.21	\$146,118.00	14%
General Town	\$95,671.32	\$81,784.00	-\$13,887.32	\$124,360.64	\$120,468.00	-\$3,892.64	\$528,502.00	24%
Police Department	\$36,640.55	\$29,311.00	-\$7,329.55	\$64,051.27	\$58,622.00	-\$5,429.27	\$431,072.00	15%
Public Works	\$31,866.46	\$24,295.00	-\$7,571.46	\$58,536.07	\$48,590.00	-\$9,946.07	\$237,433.00	25%
Train Station	\$2,193.12	\$2,685.00	\$491.88	\$5,226.04	\$5,220.00	-\$6.04	\$27,795.00	19%
Recreation & Park	\$831.30	\$1,025.00	\$193.70	\$1,969.16	\$2,050.00	\$80.84	\$72,250.00	3%
Sales of Service	\$14,035.54	\$13,554.00	-\$481.54	\$23,861.00	\$27,108.00	\$3,247.00	\$184,382.00	13%
Subtotal Expenses	\$191,286.91	\$163,908.00	-\$27,378.91	\$298,563.97	\$284,376.00	-\$14,187.97	\$1,627,552.00	16%
Net Income (Deficit)	-\$77,748.45	-\$51,642.00	\$26,106.45	-\$63,798.36	-\$59,954.00	\$3,844.36		
Community Gardens Complex								
Community Gardens Revenue	\$35,828.06	\$32,100.00	-\$3,728.06	\$78,979.17	\$68,200.00	\$10,779.17	\$402,900.00	20%
Community Gardens Expenses	\$39,865.78	\$30,853.00	-\$9,012.78	\$68,907.19	\$62,456.00	-\$6,451.19	\$363,616.00	19%
Net Income (Deficit)	-\$4,037.72	\$1,247.00	\$5,284.72	\$10,071.98	\$5,744.00	-\$4,327.98		
Fire Department								
Fire Revenues	\$20,613.25	\$20,214.00	\$399.25	\$41,226.50	\$40,428.00	\$798.50	\$242,568.00	17%
Fire Department Expenses	\$22,818.98	\$20,063.00	-\$2,755.98	\$41,860.92	\$39,776.00	-\$2,084.92	\$242,568.00	17%
Net Income (Deficit)	-\$2,205.73	\$151.00	\$2,356.73	-\$634.42	\$652.00	\$1,286.42		
Consolidated Net Income (Deficit)	-\$83,991.90	-\$50,244.00	\$33,747.90	-\$54,360.80	-\$53,558.00	\$802.80		
Water and Pollution Control Corporation								
Water & Sewer Revenue	\$46,314.02	\$46,297.00	-\$17.02	\$92,293.35	\$92,667.00	\$373.65	\$555,637.00	17%
Water & Sewer Expenses	\$47,400.77	\$43,653.00	-\$3,747.77	\$98,576.87	\$87,936.00	-\$10,640.87	\$555,637.00	18%
Water & Sewer Net Income (Deficit)	-\$1,086.75	\$2,644.00	\$3,730.75	-\$6,283.52	\$4,731.00	\$11,014.52		

TOWN OF KENSINGTON – MEMORANDUM

TO: MAYOR AND TOWN COUNCIL, CAO
FROM: ROBERT WOOD, CGC MANAGER
SUBJECT: FEBURARY 2017 COMMUNITY GARDENS COMPLEX REPORT
DATE: 24/03/2017
ATTACHMENT: STATISTICAL REPORT

Fitplex

Programming: Aerobics Programming

Monday	Krista Shields Multi Fit 7:15 PM – 8:15 PM
Tuesday	Krista Shields Seniors Aerobics 9:00 AM – 10:00 AM Traci Campbell Hi-lo Aerobics 6:30 PM – 7:30 PM
Wednesday	Body for Life program 7:30 PM – 9:30 PM – Terry Adams \Krista Ramsay
Thursday	Krista Shields Seniors Aerobics 9:00 AM – 10:00 AM Traci Campbell Boxer-fit Aerobics 6:30 PM – 7:30 PM
Friday	Krista Shields Multi Fit 6:00 PM – 7:00 PM
Saturday	Traci Campbell Aerobics 8:30 AM – 9:30 AM
Sunday	Krista Shields Multi Fit 6:00 PM – 7:00 PM

Hours

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

Fitplex had treadmill break down but it was still under warranty and the company shipped out new console and computer board which solved the problem. Attached are quotes for a new treadmill (5 year warranty) and an elliptical machine. All cardio type pieces of equipment are in constant use and demand is strong for these machines, especially so when a breakdown occurs.

Arena

- Arena operations ran normal and we had 3 storm days throughout Feb 2017 and only had 28 days in the month as well.
- Hosted the initiation jamboree for minor hockey and they showed a profit of \$1200.00 plus for the event.
- Zamboni has an issue with the water valves and moose plumbing will replace when the arena has openings for the procedure. Zamboni also has an issue with the speed control going in forward and Bells service center found a cracked rod and made a repair to keep Zamboni active. A new throttle cable and bushings were ordered from Saunders Equipment and when they arrive, Bells Service Center will install and fine tune speed issue.
- **Feb 2017** Wash water pump on Zamboni needs a new clutch assembly (approx. \$1000). Part arrived and installed by Arena Staff.

Kensington Cash

Feb, 2017	\$250.00
	\$250.00
	\$250.00
	<u>\$250.00</u>
<u>Total</u>	<u>\$1000.00</u>

No winners in Feb,2017 Pot over \$1500.00

Ball Fields

Nothing new to report

Harvest Festival:

- The Harvest Festival Committee met and plans are underway for the 50th anniversary.

- A partnership has been confirmed with Kensington Fire Department to host a reunion celebration dance featuring a tribute to Stomping Tom Connors on August 18th.

Upcoming Events

- Playoffs- Vipers, Wild and Matrix
- Harvest Festival 50th Anniversary
- Novice A Tournament March 18-19
- March Break Atom AA Provincials March 24-26
- Annual Mardi Gras Rec Tournament March 31-April 2
- High School Hockey Tournament April 3-8

BH Elliptical & Treadmill

BHLK700X

BH Fitness LK700X Elliptical Trainer

The LK700X with its 20.5" stride length and ultra low step up height of only 7.75", make it the ideal elliptical for settings with space constraints or low ceilings. The innovative upper front drive is smooth, silent and strong, adding to the durability while alleviating cumbersome guide rails and wheels, and ultimately reducing maintenance costs. Its minimal Q Factor provides the optimal biomechanics for less impact on the body during a workout.

LK Series

Commercial environments take their toll on fitness equipment and BH is up to the challenge. The LK Series offers 8 models with sleek styling, robust design, superb biomechanics, and affordable pricing. The BH Fitness LK Series is a complete line of high-value cardio and vibration products that will enable your facility to look great and offer the latest user-friendly equipment.

Club Commercial Warranty

Frame: Lifetime | Parts: 3 years | Labor: 2 years

Club Commercial Disclaimer: For all dues paying facilities, regardless of usage.

Cosmetics Warranty Information:

For all products and all level of warranty, Cosmetic parts shall be warrantied for 1 year from date of purchase against manufactures defect. "Cosmetics" includes: External plastics, overlays/decals and covers.

[lk700x_datasheet](#)

4,999.00
25% discount
3,749.25

spartan  fitness
The Right Side. The Right Fit.

FROM:

Chris Moore
Spartan Fitness
321 Cityview Blvd.
Vaughan ON L4H 3S7
www.spartanfitness.ca

PHONE:

647-874-1426

FOR:

Kensington Fitplex

TO:

Robert Woods

QUOTE NUMBER:

917

DATE:

March 1, 2017

VALID UNTIL:

May 15, 2017 at 10:47am

[Download PDF](#)

BHLK700Ti

BH Fitness LK700Ti Treadmill

5,999.00

20% discount

4,799.20

A commercial rated treadmill must be solid, good looking, user-friendly, and most of all: dependable. The LK700Ti is that and so much more. With its user-friendly console, Bluetooth enabled iConcept technology, comfortable handle grips, removable cup holders, personal cooling fan, non-removable safety key, and 5.0 HP AC motor on a 22x63" cushioned running surface, it has what it takes to survive and THRIVE in any environment. HST Phenolic Resin comes standard and is unique to the market. It provides a maintenance free system, eliminating the need of lubrication for up to 2 years. This treadmill features 17 built-in programs including the Gerkin Protocol Fitness Test and a Body Fat Calculator.

Commercial environments take their toll on fitness equipment and BH is up to the challenge. The LK Series offers 8 models with sleek styling, robust design, superb bio-mechanics, and affordable pricing. The BH Fitness LK Series is a complete line of high-value cardio and vibration products that will enable your facility to look great and offer the latest user-friendly equipment.

Full Commercial Warranty - For all dues paying facilities, regardless of usage:

Frame Lifetime, Parts 5 years, Labor 2 years. Light Commercial Warranty -

For non-dues paying facilities, with less than 8 hours of use per day: Frame Lifetime, Parts 5 years, Labor 2 years


[LK700Ti_Datasheet](#)

DS

Delivery and Installation

500.00

*Additional travel charges apply to locations >50kms from the closest Spartan Fitness Warehouse. Delivery and installation does not apply to rubber flooring, structural anchoring or inflating accessories. Warehouse client pick up available.

Subtotal 9,048.45

HST

1,357.27

Subtotal, includes discount of 2,449.55

10,405.72

Total CAD including HST

\$10,405.72

BH OPTION

Robert,

This quote includes cardio products from BH Fitness, which has taken Vision's place in our line up for a good quality product at a great price. BH is known for their industry leading warranties which will protect your investment for years to come. This BH Equipment quotes is all Full Commercial, this is determined by the amount of members you have (200-300) is in the Full Commercial category.

In order to keep these products as close to your price range as possible I have provided you with approximately \$2300 in discounts.

Please review the brochures attached to this quote and let me know if you have any additional questions, either Ian or myself would be happy to review both options with you.

Your Partner in Fitness,

Chris Moore
Spartan Fitness
902-220-4496
cmoore@spartanfitness.ca

[Ask a question...](#)

BH Elliptical & Treadmill

Total CAD including HST \$10,405.72

Additional comments

Optional

Your order/reference number

Optional

☐ Yes, I Robert Woods agree to and accept this quote, on March 13, 2017 at 9:31am.

Accept quote

[Decline](#)

Powered by Quotient

Town of Kenisngton

Community Gardens Complex Monthly Statistical Data

2016

[illegible]

Town of Kenisngton

Community Gardens Complex Monthly Statistical Data

2017

[illegible]

TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: LIQUOR LICENSE LETTER OF SUPPORT REQUEST – GEORGE ROBERTS – 49 BROADWAY STREET NORTH
DATE: 23/03/2017
ATTACHMENTS: EMAIL REQUEST & DRAWING (LAYOUT)

Please see the attached request from George Roberts requesting a letter of support from Town Council for a liquor license (Dining and Lounge) for a property located at 49 Broadway Street North (Coulson Building). It is indicated in the request that the fish market operating in the building will continue offering a menu that includes oysters, lobster rolls, seafood chowder, etc. however, they would like to offer alcoholic beverages, beer, wine, liquor, etc. It is proposed that a door be added which would allow alcohol to be served on the rear deck. It is stated that the theme on the deck would be that of a beer garden.

A letter of support is required from the Town to enable the application to the PEI Liquor Control Commission (PEILCC).

The following information regarding Dining Room and Lounge Liquor Licenses is taken from the PEILCC Website:

DINING ROOM

A Dining Room License authorizes the licensee to purchase liquor from the PEILCC and sell the liquor so purchased by the glass and beer and wine by the glass or open bottle with meals.

LOUNGE

Only a Dining Room License holder may apply for a Lounge License. A Lounge License authorizes the licensee to purchase liquor from the PEILCC and to sell the liquor so purchased by the glass and beer and wine by the glass or open bottle, with or without meals.

Geoff Baker

From: George Roberts <george@clintonhills.ca>
Sent: Wednesday, March 22, 2017 3:15 PM
To: townmanager@townofkensington.com
Subject: Letter of Support
Attachments: CCF22032017.pdf

Hi Jeff

We are applying for a liquor licence(dining and lounge) that will be used in the fish market at the Coulson building. We will continue to operate the fish market and will offer a menu that will include Oysters, lobster rolls, seafood chowder etc. We will be offering liquor, beer and wine. There will be a door added to serve onto the deck. The theme on the deck will be a beer garden. Attached is drawing of layout.

In our application we are required to have a written letter of support from the town. Any further questions please let me know.

Thanks
George .

TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: TOWN OF KENSINGTON DEVELOPMENT PERMIT APPLICATION
DATE: 24/03/2017
ATTACHMENTS: DEVELOPMENT PERMIT APPLICATION

Please see the attached Development Permit Application from the Town of Kensington to facilitate the construction of a gazebo at the Alysha Toombs Memorial Park.

**TOWN OF KENSINGTON
APPLICATION FOR BUILDING PERMIT**

1. Name and Address of Applicant Town of Kensington
55 Victoria Street Telephone 902-836-3781

2. Property Address 25 Garden Dr. Property Number 80648

3. Property Status:
Land purchased from Kensington Area Rec. Assoc. Year Purchased 2012
If lot is located in an approved sub-division, please give
Name of Sub-Division: _____ Lot No. _____

4. Proposed Use:
Building or addition to be used for: Single Family Dwelling _____ Duplex _____ Store _____
Private Garage _____ Commercial Garage _____ Private Storage Building _____
Other (describe) GAZEBO

5. Location of property to be developed:
Located on North _____ South _____ East _____ West ☒ side of Garden Drive Street
Between the property of Darlene Thompson and the property of Community Gardens Complex

6. Size of Property:
Road frontage 425' Property depth 800' Area _____ sq. ft.

7. Description of project and details of structure:
Works proposed consists of: New Construction ☒ Addition to existing _____
Repairing _____ Remodelling _____

Describe Project: Construct a 12' x 16' open gazebo with
rail sides, placed with posts.
Removal of 4 trees if permitted.

Ground floor: Length 16 Feet. Width 12 Feet.

Number of Stories 1 Number of Bedrooms —

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

8. Water Supply: Private — Municipal —

9. Sewerage System: Private — Municipal —

10. Estimated cost of Project: \$6,000.00

11. Name and Address of Contractor or Chief Contractor _____

Lewis Sutherland 55 Victoria Street, PO Box 494, Kensington

12. Dates of expected start and finish of project: Start April 3 - Finish May 1

13. Moving a building (Describe) —

14. Demolishing a building (Describe) —

15. Please provide a diagram of proposed construction

RECEIVED
MAR 22 2017

- 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 and center of road.

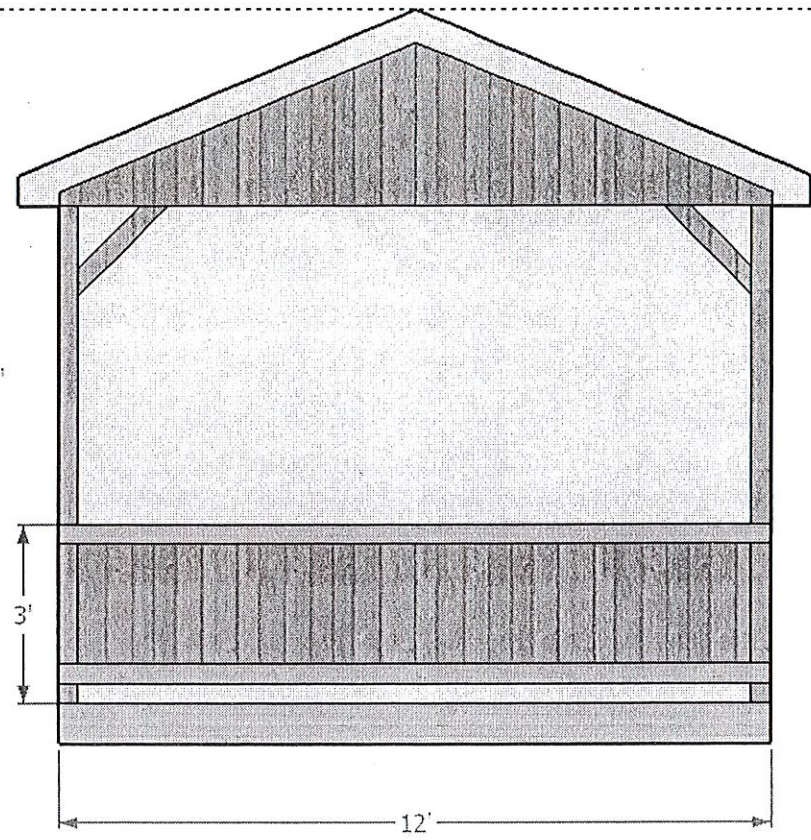
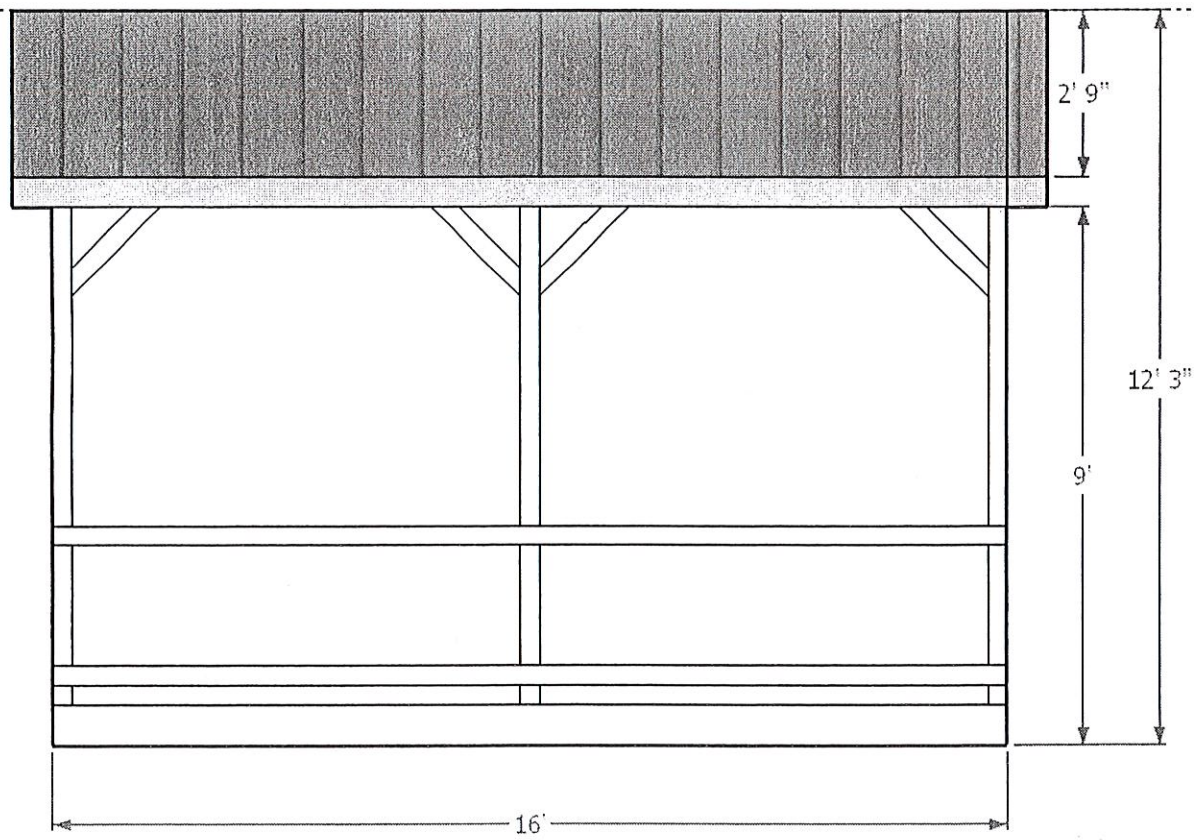
Please see attached.

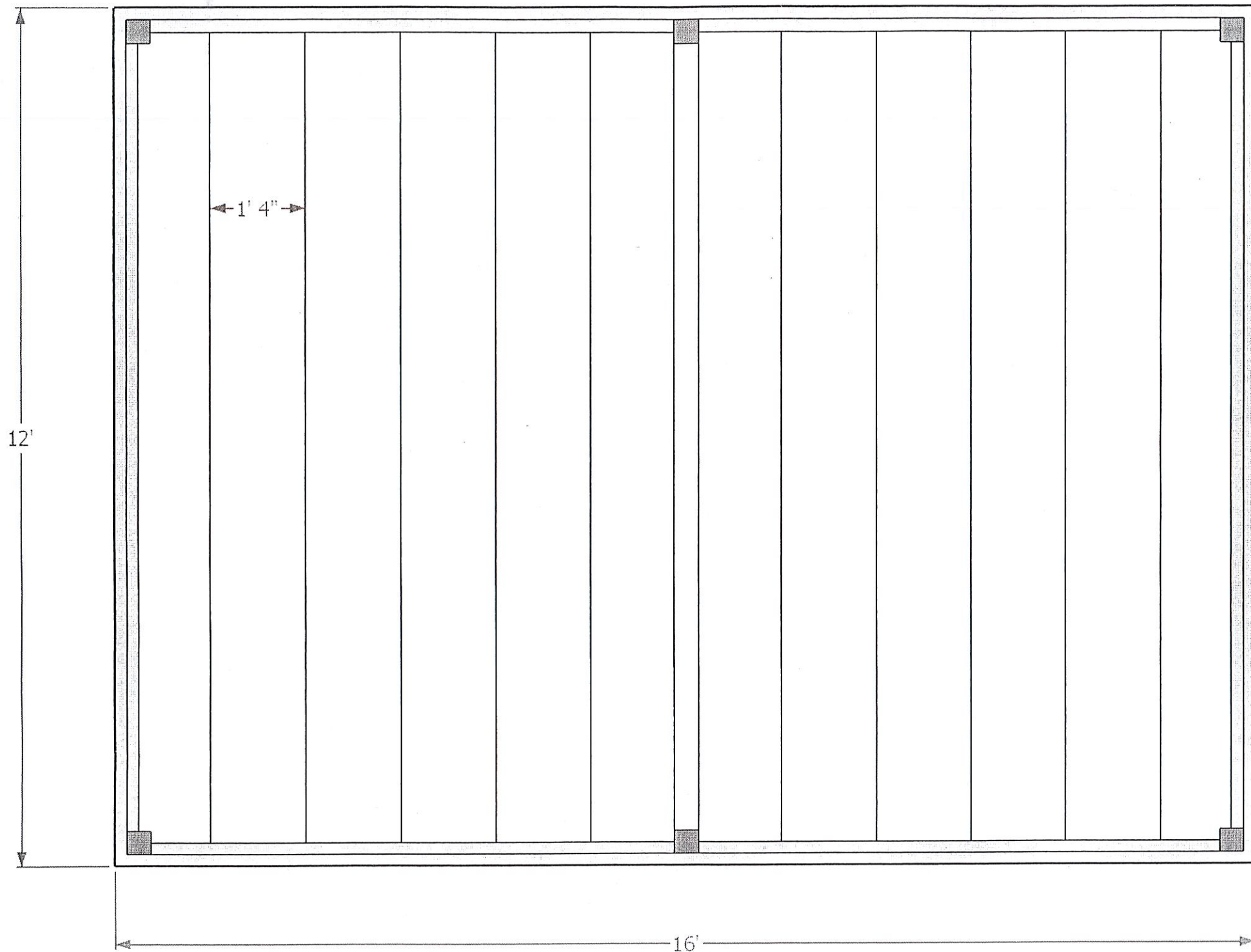
Signature of Applicant _____

Date: March 16, 2017

Please note this Permit is for twelve-months only. If work is not started by that time please reapply.

RECEIVED
MARCH 16 2017

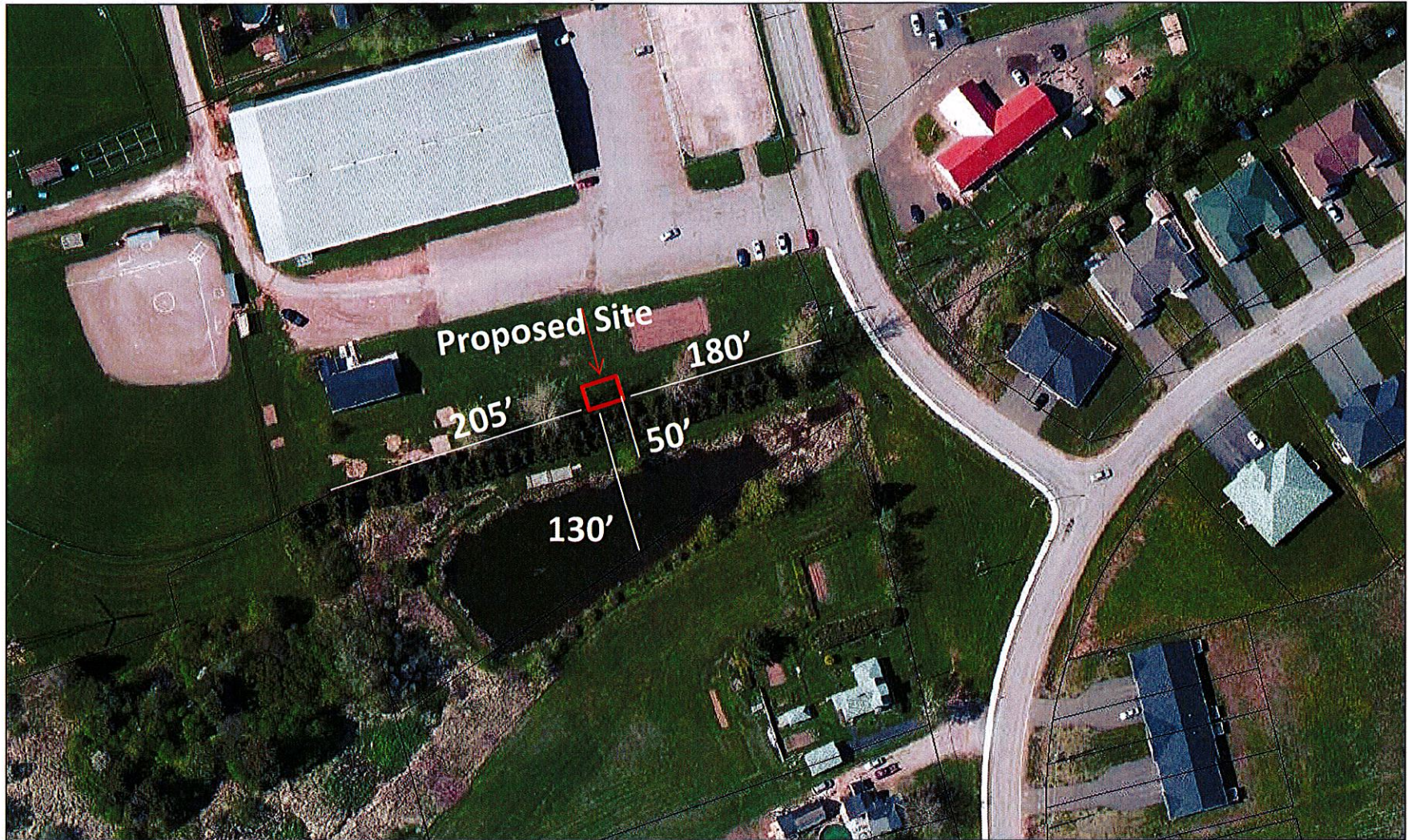






Proposed Trees to Remove

Alysha Toombs Memorial Park - Upgrades



TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: TRANSFER OF STREET OWNERSHIP TO PROVINCE OF PEI
DATE: 23/03/2017
ATTACHMENTS: STREETS LIST

Background

Town Councillors have held initial discussions about the potential of transferring the ownership of Town owned streets to the Province of PEI. The general consensus has been that the annual street grant from the province is insufficient to cover street related costs and the province should be able to maintain and upgrade/replace streets in a more economical way than the Town.

As such, the Mayor and I met with the Minister of Transportation, Infrastructure and Energy on February 23, 2017 to discuss, among other items, whether or not transferring the ownership of the streets is supported by the province and if so, the process involved to formally initiate a transfer. We were advised that to begin the process a formal request from Town Council must be made to the Minister. Currently, there are a number of municipalities across PEI who do not own or maintain local streets, Stratford and Cornwall being the two largest. Montague are currently in the process of transferring ownership of their streets to the province.

The Town of Kensington owns, and is responsible for, approximately 9.34 kms of street (subject to final confirmation). Responsibilities for streets include all maintenance (pothole patching, sweeping etc.), snow and ice control, capital upgrades and replacement, signage installation and replacement, storm sewer and ditch maintenance, etc. Snow clearing has typically been provided through an annual contract with the Province. All other maintenance responsibilities are provided through the Town's own forces or through the utilization of third party contractors at a direct cost to local taxpayers. Street lights and sidewalk responsibilities would not be transferred to the Province and will remain a responsibility of the Town.

Financial Considerations

In the past the Town has received an annual streets grant from the province in the amount of \$10,000 per kilometer. Based on 9.34 kms of street (street inventory provided by the province) results in an annual grant of approximately \$93,400.00. A proposed new revenue sharing agreement for 2017 results in a street tax credit of \$.183 or approximately \$122,047.04 in 2017 as part of the Town's operational revenues, and \$131,596.05 per year thereafter.

The Town's primary street related expenses are depreciation, snow and ice control (winter services agreement), and pothole patching. Street sweeping would be another street related expense however; it is built into other budget lines, i.e. equipment repairs and maintenance, vehicle gas and oil, etc. It is expected any reduction in street sweeping expenses would be in the order of less than \$3,000.00 annually.

The following table provides a 4 year history of primary street related expenditures (note that other street related expenditures such as wages, administration, etc. are not included):

2013 - 2016 Primary Street Related Expenses				
Expense	2016 Actual	2015 Actual	2014 Actual	2013 Actual
Depreciation	\$ 42,668.05	\$ 40,219.76	\$ 28,881.74	\$ 27,430.00
Snow and Ice Control	\$ 46,615.29	\$ 46,615.29	\$ 46,615.29	\$ 46,615.29
Asphalt Patching	\$ 15,773.37	\$ 36,562.39	\$ 26,255.92	\$ 27,347.20
Total	\$ 105,056.71	\$ 123,397.44	\$101,752.95	\$101,392.49

The following table provides a 5 year history of street related capital expenditures:

2012 - 2016 Street Capital Expenses						
Capital Expense	2016	2015	2014	2013	2012	Total
Kensington Street Upgrades					\$ 394,222.59	\$ 394,222.59
Kensington Street Upgrades				\$ 1,110.22		\$ 1,110.22
Linwood Drive Storm Water Design			\$ 36,280.66			\$ 36,280.66
Stewart Street Repaving 200m		\$ 21,298.60				\$ 21,298.60
School Street Resurfacing	\$ 271,113.50					\$ 271,113.50
Linwood Drive Storm Water Design	\$ 61,207.31					\$ 61,207.31
Total	\$ 332,320.81	\$ 21,298.60	\$ 36,280.66	\$ 1,110.22	\$ 394,222.59	\$ 785,232.88

The total value of Town owned streets at the end of 2016 is \$847,888.44 (remaining to be depreciated), according to the Town's Tangible Capital Asset Schedule. We have contacted the Town's auditing firm and the Provincial government to determine how transferring ownership of the streets will impact the Town's 2017 year-end financial statements, assuming the transfer would be completed during 2017. If the streets are transferred at a nominal fee, i.e. \$1.00, it may result in a loss on the disposal of the asset.

The total debt associated with streets currently sits at approximately \$409,482.05. The town would retain responsibility for repayment of this debt.

Discussion

It is important to note that if a decision is made to transfer ownership of town owned streets to the province, the Town will relinquish all control over street maintenance and capital upgrades. While we anticipate a positive relationship with the province in ensuring a high level of service on town streets, the final decision on any repairs, replacement, upgrades, etc. would rest with the Province. I have spoken to representatives from Stratford and Cornwall and they have indicated a good working relationship and arrangement with the Province in looking after streets and have few complaints.

Transferring ownership of the streets to the province offers many potential benefits to the Town. In addition to removing street related expenses from the Town's annual budget, it will open up opportunities in the future to target capital dollars to other areas. As everyone is aware, some of the Town's streets are in very poor condition and are in need of upgrades. The province is likely in a better position to adequately upgrade and replace streets than the town. Further it will allow the Town to target capital dollars towards areas such as water, sewer and sidewalks as Councillors deem appropriate. Further, it should reduce administrative and operational time in that any complaints or concerns regarding streets will simply be passed on to provincial staff for resolution.

Transferring ownership will also include any responsibilities for storm water management and signage. As Councillors are aware, the Linwood Drive storm water management project is estimated to cost in the vicinity of \$1,500,000. This would become a provincial government responsibility; however the Town would lose any control over when, or if, the project will be completed. The Town has completed a significant amount of the design portion of this project and the Province has indicated they may be willing to purchase the design.

All of the streets will have to be surveyed prior to being transferred to the province. The province have indicated that they will cover surveying costs.

Recommendation

It is recommended that Councillors review the above information to enable a discussion at the March 27, 2017 Committee of Council meeting. It is hoped that a recommendation can be made by the Committee to Town Council for their April 10, 2017 regular meeting of Town Council.

APPENDIX A



Town of Kensington Road Inventory

Street Name	Length
School Street	0.93
Rec Centre Street	0.11
Pleasant Street	0.46
Pleasant Street (MacLean Ave.)	0.32
Imperial Street	0.4
Elizabeth Drive	0.08
Davidson Drive	0.25
Russell Street	0.18
Chestnut Street	0.08
Industrial Park	0.81
Commercial Street	0.3
Stewart Street	0.42
Lowther Street	0.21
Hillside Drive	0.31
MacLean Avenue	0.45
Centennial Drive	0.24
Walker Drive	0.28
Francis Drive	0.21
Sunset Drive	0.77
Street off Sunset Drive	0.09
Sunset Crescent	0.18
Linwood Drive	0.51
Maple Street	0.16
Gerald McCarville Drive	0.84
North Street	0.07
Rosewood Drive	0.42
Lion's Drive	0.26
Total Kilometers	9.34



PRESIDENT ROSALIE PROFITT
& THE BOARD OF DIRECTORS OF
THE KENSINGTON AND AREA
CHAMBER OF COMMERCE
INVITE YOU TO JOIN THEM FOR THE



*Annual President's
Dinner and
Silent Auction*



APRIL 20, 2017

LOYALIST LAKEVIEW RESORT

6:00 PM RECEPTION

7:00 PM DINNER & SILENT AUCTION

Tickets \$55 plus HST
Purchase tickets online, email or call
(by April 13, 2017)

*Early bird tickets available until March 29
\$50 + HST - Limited amount available*

Bowl for Kids Sake 2017

Mentoring Matters!

Dear *Geoff*,

We would like to invite you to **Start Something** by making a **Bowl for Kids Sake** donation this year.

You can **make a real difference** in your community by **supporting Bowl for Kids Sake**. Your donation will have a **transformative effect** on young lives. Our mentors **help local children develop the confidence to achieve more**. By donating to our community fundraiser, you help ensure that we can provide high quality mentoring programs which include Traditional Mentoring (Bigs), In-School Mentoring, Teen Mentoring, Kids n' Kops, Go Girls and Game On!

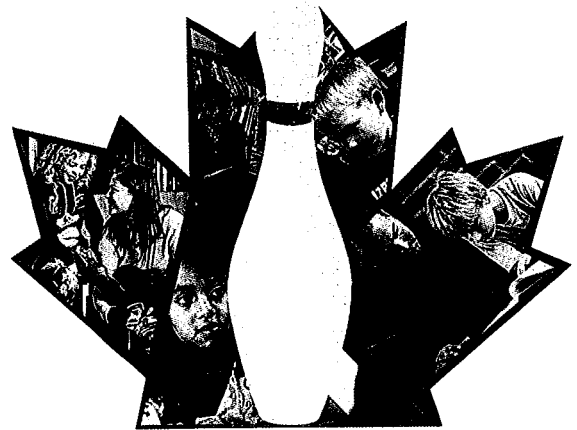
When you support Big Brothers Big Sisters of PEI, you **help local kids today** and **make our community stronger for tomorrow**. BBBS mentoring programs generate an **average social return on investment of \$18 for every dollar invested**, which means that the money you donate will have a **huge impact in our community**.

Any financial assistance you might be able to offer would be **greatly appreciated**. Tax receipts for donations of \$20.00 or more will be provided. **Thank you**, once again, for considering Big Brothers Big Sisters of PEI.

Sincerely,

Mary
Mary Carr-Chaisson
Fund Development Coordinator

*Thank you for your
past support!*



Yes, I/we would like to make a donation!

My name is _____

Mailing Address _____

Phone _____ Email (for newsletter) _____

- ☐ To donate by **cheque** \$ _____
(payable to "Big Brothers Big Sisters of PEI")
- ☐ To donate by **Visa** or **MasterCard**. Please charge \$ _____ to
Visa or MasterCard # _____
Expiry Date _____ Signature _____
- ☐ To donate online go to www.bbbspei.ca and click on the Donation Now button on the top right side of the page. **It only takes a minute & you will get a tax receipt sent to your inbox instantly.**
- ☐ Please send me information about being a Big Brother, Big Sister, Big Couple, In-School Mentor, Go Girls Leader, or Game On! Leader

RETURN TO:

Big Brothers Big Sisters of PEI
Attn: Mary Carr-Chaisson
2 St. Peters Road
Charlottetown, PE C1A 5N2



Big Brothers Big Sisters
of Prince Edward Island

start something

DATE: FRIDAY MARCH 24th, 2017
TO: GEOFF BAKER
FROM: MINDY HEERKENS
MESSAGE: My phone number is
 1 877 632-8157 ext. 8607

<http://www.nursesplanner.com>

pei nurses'
 Prince Edward Island Nurses' Union

Price list before taxes

Product dimension:

back cover color	2:7/8 x 4:7/8	\$1426.00
Back ins. cover	2:7/8 x 4:7/8	\$1246.00
Front ins. cover	2:7/8 x 4:7/8	\$1246.00
1 Page:	2:7/8 x 4:5/8	\$996.00
1/2 Page:	2:7/8 x 2:5/16	\$696.00
1/3 Page:	2:7/8 x 1:9/16	\$526.00
1/4 Page:	2:7/8 x 1:1/8	\$456.00
1/6 Page:	2:7/8 x 11/16	\$336.00
1/8 Page:	2:7/8 x 1/2	\$266.00
1/10 Page:	2:7/8 x 3/8	\$246.00
Listing	Listing	\$160.00

PARTICIPATION OFFER

The *Prince Edward Island Nurses' Union* is developing next year's daily planner to be distributed to its members.

Recent surveys of Registered Nurses have aided in the design of the *Prince Edward Island Nurses' Union Planner*. It will be:

- ✓ a daily reference tool logging the daily work schedule, holidays, union activities, meetings, etc.
- ✓ a practical size that will fit easily into the RN's pocket or purse.
- ✓ a little book that reminds Registered Nurses daily of sponsors in their community who have supported them by taking out advertisements.
- ✓ a guide that advertises special promotions offered to Registered Nurses.

All profits will help us to carry out projects of great importance to Registered Nurses, particularly those which assist women and children in significant ways. For example, the PEINU has donated funds to Anderson House which is an emergency shelter for women and children who are victims of domestic violence, as well as to Big Brothers and Big Sisters of PEI which pairs youths who need a positive adult role models in their lives with adult volunteers and mentors.

The *Nurses' Planner* representatives will be contacting you again by telephone in the next few days to finalize your participation in what promises to be a popular and well-used daily planner.

This planner is financed entirely by the advertising of Prince Edward Island merchants and we hope you will see this as an opportunity to both support your local Registered Nurses and reach an important consumer group.

N. B.: No one is authorized to canvass you or collect funds at your home or place of business.

OFFICIAL SIZE GUIDE

WIDTH X HEIGHT

1 page

2 7/8" X 4 5/8"

2.861" X 4.611"

206 pts X 332 pts

72.672 mm X 117.122 mm

.50

2 7/8" X 2 1/4"

2.861" X 2.306"

206 pts X 166 pts

72.672 mm X 58.561 mm

.33

2 7/8" X 1 1/2"

2.861" X 1.556"

206 pts X 112 pts

72.672 mm X 39.511

COVER

full size

3 5/8 X 5 7/16

3.625" X 5.438"

261 pts X 391.536 pts

91.98 mm X 138.125 mm

picture image

3" X 5"

216 pts X 360 pts

76.2 mm X 127 mm

SPACE FOR SPIRAL
COVER 2 AND COVER 4
SPACE AT THE RIGHT 1/4"
COVER 3
SPACE AT THE LEFT 1/4"

.25

2 7/8" X 1 1/8" • 2.861" X 1.097"

206 pts X 79 pts

72.672 mm X 27.869 mm

.16

2 7/8" X 11/16" 206 pts X 50 pts
2.861" X 0.694" • 72.672 mm X 17.639 mm

.13

2 7/8" X 1/2" 206 pts X 38 pts
2.861" X 0.528" • 72.672 mm X 13.406 mm

2 7/8" X 3/8" .10 72.672 mm X 9.878 mm
2.861" X 0.389" 206 pts X 28 pts

2 7/8" X 3/8" .07 72.672 mm X 8.467 mm
2.861" X 0.333" 206 pts X 24 pts