



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

Monday, October 23, 2023

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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 – October 23, 2023**

- 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 – September 25, 2023**
- 6. Business Arising from Minutes – September 25, 2023**
- 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. Bills List - Capital
 - h. Consolidated Summary Income Statement
 - i. Credit Union Centre Report
- 8. New Business**
 - a. COC Memo - 2023-24 Vipers Sponsorship Request
 - b. COC Memo - School Street Parking Area
 - c. COC Memo - Queen Elizabeth Elementary School Playground Donation Request

9. Councillor Issues/Inquiries

10. Correspondence

11. In-Camera (Closed Session) - *Nil*

12. Adjournment

**Town of Kensington
Committee of Council Meeting
Monday, September 25, 2023
6:30 PM**

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

Staff Members Present: Chief Administrative Officer, Geoff Baker; Clerk, Kim Caseley; Manager of Finance, Dellon Paul

Visitors: Hope Parnham – DV8 Consulting

Regrets: 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, staff, and visitors to the September 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 MacRae, seconded by Councillor Doucette to approve the agenda for the September 25, 2023, Committee of Council meeting. 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 Hope Parnham, with DV8 Consulting, made a presentation to Town Council on the recently updated Town of Kensington Official Plan and Development Control Bylaw.

Hope Parnham excused herself from the Council Chamber at 7:22 pm.

4.2 *Moved by Councillor Toombs, seconded by Councillor MacRae to recommend to*

Town Council the acceptance of the Draft Kensington Official Plan and Development Control Bylaw, as recommended by Hope Parham of DV8 Consulting, and to direct staff to proceed with scheduling a public consultation.

Unanimously carried.

5. Adoption of Previous Meeting Minutes

5.1 *Moved by Councillor Toombs, seconded by Councillor Doucette to approve the Committee of Council meeting minutes from September 25, 2023. Unanimously carried.*

6. Business Arising from Minutes

6.1 *Nil.*

7. Staff Reports

7.1 CAO's Report

7.1.1 *Moved by Councillor Doucette, seconded by Deputy Mayor Spencer to receive and recommend Town Council's approval to adopt the September 2023 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.1.2 Councillor Mann inquired about the arrival and installation of the new ice plant at the Credit Union Centre. Mr. Baker confirmed the project is still on schedule and assuming there are no unforeseen issues, staff plan to have the ice making process started by October 15, 2023.

7.1.3 Deputy Mayor Spencer requested an update on the proposed parking lot development behind the Provincial Credit Union. Mayor Caseley confirmed that WSP had an initial meeting with the Town and will review ground elevation and compile a full report back to Town Council.

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Toombs, seconded by Councillor Doucette to receive and recommend Town Council's approval to adopt the August 2023 Fire Chief's Report as prepared by Fire Chief Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

7.3.1 *Moved by Councillor MacRae, seconded by Councillor Toombs to receive and recommend Town Council's approval to adopt the August 2023 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.4 Development Permit Summary Report

7.4.1 *Moved by Deputy Mayor Spencer, seconded by Councillor Toombs to receive the Development Permit Summary Report for the month of September 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 Toombs to receive and recommend Town Council's approval to adopt the General Bills for May 2023 in the amount of \$204,555.38. Unanimously carried.*

7.5.2 *Moved by Councillor Mann, seconded by Deputy Mayor Spencer to receive and recommend Town Council's approval to adopt the Capital Expenditures for May 2023 in the amount of \$168,225.09. Unanimously carried.*

7.5.3 *Moved by Councillor Mann, seconded by Deputy Mayor Spencer to receive, and recommend Town Council's approval to adopt the Water & Sewer Utility Bills for May 2023 in the amount of \$18,635.27. Unanimously carried.*

7.5.4 *Moved by Councillor Toombs, seconded by Councillor Mann to receive and recommend Town Council's approval to adopt the General Bills for June 2023 in the amount of \$286,998.44. Unanimously carried.*

7.5.5 *Moved by Councillor Toombs, seconded by Councillor MacRae to receive and recommend Town Council's approval to adopt the Capital Expenditures for June 2023 in the amount of \$358,570.61. Unanimously carried.*

7.5.6 *Moved by Councillor Mann, seconded by Councillor Toombs to receive, and recommend Town Council's approval to adopt the Water & Sewer Utility Bills for June 2023 in the amount of \$4,154.68. Unanimously carried.*

7.5.7 *Moved by Councillor Mann, seconded by Councillor Doucette to receive and recommend Town Council's approval to adopt the General Bills for July 2023 in the amount of \$223,373.01. Unanimously carried.*

7.5.8 *Moved by Councillor Mann, seconded by Councillor Toombs to receive and recommend Town Council's approval to adopt the Capital Expenditures for July 2023 in the amount of \$691,307.17. Unanimously carried.*

7.5.9 *Moved by Councillor Mann, seconded by Councillor MacRae to receive, and recommend Town Council's approval to adopt the Water & Sewer Utility Bills for July 2023 in the amount of \$15,222.02. Unanimously carried.*

7.5.10 *Moved by Councillor Mann, seconded by Councillor Toombs to receive and recommend Town Council's approval to adopt the General Bills for August 2023 in the amount of \$242,498.71. Unanimously carried.*

7.5.11 *Moved by Councillor Toombs, seconded by Councillor Mann to receive and recommend Town Council's approval to adopt the Capital Expenditures for August 2023 in the amount of \$394,970.27. Unanimously carried.*

7.5.12 *Moved by Councillor Toombs, seconded by Councillor MacRae to receive, and recommend Town Council's approval to adopt the Water & Sewer Utility Bills for August 2023 in the amount of \$13,062.93. Unanimously carried.*

7.6 Summary Income Statement

7.6.1 *Moved by Councillor Mann, seconded by Deputy Mayor Spencer to receive and recommend Town Council's approval to adopt the Summary Income Statements for August 2023, as prepared by Manager of Finance, Dellon Paul. Unanimously carried.*

7.7 Credit Union Centre Report

7.7.1 *Moved by Councillor MacRae, seconded by Councillor Toombs to receive and recommend Town Council's approval to adopt the Credit Union Centre Report for August 2023, as prepared by CUC Manager, Robert Wood. Unanimously carried.*

7.7.2 Councillor MacRae suggested that staff run a promotional campaign to increase membership at the FitPlex.

8. New Business

8.1 Ground Site Agreement – Island Telecom Services Inc.

8.1.1 Moved by Deputy Mayor Spencer seconded by Councillor Toombs

BE IT RESOLVED THAT Committee of Council authorize the Mayor and Chief Administrative Officer to execute a Ground Site Agreement with Island Telecom Services to facilitate the installation of an Internet Service Delivery Point of Presence Cabinet on PID No. 498212 (16 Gerald McCarville Drive, Water Tower Property), exact location on the property to be determined

Unanimously carried.

8.1.2 Moved by Deputy Mayor Spencer seconded by Councillor Toombs

BE IT RESOLVED THAT Committee of Council, in the interest of expediency, authorize the Chief Administrative Officer to sign, evaluate and approve an Industrial Development Permit Application from Island Telecom Services Inc., subject to full compliance with the Town's Development Control Bylaw once an application has been submitted to the Town for consideration. Committee of Council recognizes that the Town's Development Control Bylaw does not currently authorize the Chief Administrative Officer to approve such permits without the prior approval of Town Council.

Unanimously carried.

9. Councillor Issues/Inquiries

- 9.1** Mayor Caseley confirmed the next meeting of Town Council will be held on Tuesday, September 10, as Monday is the Thanksgiving Holiday.
- 9.2** September 30th is National Day for Truth and Reconciliation.
- 9.3** Councillor MacRae noted reports of coyotes near the Confederation Trail in the area of Provincial Boat and Marine. Mr. Baker confirmed they have been reported to the Department of Environment – Wildlife division.
- 9.4** Deputy Mayor Spencer noted that several storyboards along the Confederation Trail behind the Haunted Mansion have been damaged and require repair.

10. Correspondence

- 10.1** A letter from Under the Spire Music Festival requesting support for the Robert Kortgaard Awards for Youth Musical Excellence. - *Received*

10.2 A construction update from the PEI Humane Society announcing a pause in construction due to unforeseen cost increases. - *Tabled*

11. In-Camera (Closed Session)

Nil.

12. Adjournment

12.1 *Moved by Councillor Toombs, seconded by Councillor MacRae to adjourn the meeting at 8:17 pm. Unanimously carried.*

Geoff Baker,
CAO

Rowan Caseley,
Mayor

Town of Kensington		
CAO's Report for Committee of Council - October 2023		
Item #	Project/Task	Status
1	Official Plan and Zoning Bylaw - 5 Year Review	The draft Bylaw and Official Plan have been circulated to Town Councillors previously. A copy has also been sent to the Province of PEI for a preliminary review. Councillors are requested to tentatively book November 15, 2023 for the public meeting to present the Official Plan and Development Control Bylaw to the public.
2	VueWorks	NO UPDATE With GeoNet no longer able to support the Town's GIS system (VueWorks) staff have established an annual agreement with DTS Solutions to enable telephone and email support, system back-ups, and software hosting. Staff are currently in discussions with SNC Lavalin to establish a hosting agreement for the Town's data, i.e. property, water and sewer infrastructure, etc. The agreement will also allow for the periodic updating of our GIS infrastructure and property data.
3	Credit Union Centre Upgrades	The replacement of the rink boards, glass and safety netting is complete. Painting, outside and I-beams, is complete. Re-paving and marking of the parking area is complete. The LED light replacement is complete. The new ice plant has been installed and was made operational on Thursday, October 19, 2023. Plans are to start making ice on Saturday, October 21st, with an opening date of October 26 or 27. All effort is being made to open the arena as expediently as possible. The electrical service upgrade to accommodate the new ice plant is complete. The tender for the installation of solar panels was awarded to Hansen Electric at the October meeting of Town Council. All new flooring has been installed in the public washrooms, fixtures have been replaced (hand dryers, soap dispensers, etc., toilets, partitions, and urinals have been replaced, counter tops are replaced. Repairs have been completed on the Vipers washroom and is anticipated that new fixtures will be installed shortly. The ballfield washroom has also been updated with new fixtures, etc.
4	Broadway Street South Water and Sewer Main Extension Project and sidewalk installation (Broadway Street South Infrastructure Upgrades)	We continue to wait for Birt and MacKay to complete work on noted deficiencies. Correspondence has been sent to Birt and MacKay requesting their schedule to address the items. The Town will not release their holdback amounts until such time that the deficiencies are addressed adequately. This project is now considered substantially complete.
5	Letter to Softball PEI	The letter to Softball PEI was sent as requested by Town Council, thanking them for hosting the Men's Intermediate Eastern Canadian Championships in Kensington, and requesting their consideration for future events to be held here.
6	Hurricane Fiona	Staff met with the insurance adjustor on Tuesday, September 5th. The insurance claim was submitted the week of October 16th. We anticipate it will be two to three weeks before we hear something from the insurance company. Any uninsurable expenses may be claimed through the Province's Disaster Assistance Fund. The repairs resulting from Fiona included repairs and/or replacement of several facility roofs, fence replacements, sign replacements, tree removal, wage expenses, lost revenue at the rink, ballfield repairs etc.
7	Meeting with Kensington North Watershed Association (KNWSA)	KNWSA continue to work on the trail construction. It is anticipated that the trail will be completed by the end of October.
8	Rob Steele Re-Zoning Application (PID No. 685545)	Staff are preparing the Bylaw and Official Plan Amendment documentation for submittal to the Minister of Communities.
9	Legion Re-Zoning Application (PID No. 79749)	NO UPDATE The public meeting to hear public comment/concern on the Legion's re-zoning application for their property located along School Street was held on August 30, 2023. The Legion has been advised to submit a subdivision plan and development plan for the property prior to the Town finalizing the re-zoning application. The re-zoning application has been reviewed by DV8 Consulting and is being recommended for approval pending the submittal (and approval) of the subdivision plan.
10	Kensington Fitplex Entrance Renovation	The windbreak porch has been installed around the fitplex entrance and signage has been installed.
11	Annual Sewer Main Cleaning and Video	The project has been awarded to Island Hydrovac Services Ltd. Work is scheduled to begin on Monday, November 6, and will continue for approximately a week. The work area is Year 1 on the Town's maintenance plan, and includes the Woodleigh Drive, Victoria Street East and Industrial Park areas. Also included is Francis Street and the CUC sewer lateral.
12	School Crossing Guards	All volunteer crossing guards have been re-certified and are undertaking all crosswalk duties.
13	Green Space (parking area) Development	A memo has been circulated with the tentative agenda package requesting Town Council's consideration of the development of a capital project for the 2024/25 fiscal year.
14	Rural Growth Initiative Funding Program	Approval of the funding application was received and project have been initiated, including the washroom replacement at the Credit Union Centre, purchase of SCBA's for the Fire Department and the installation of two heat pumps at the Fire Hall.
15	Seniors Centre Upgrades	NO UPDATE Staff are currently attempting to hire a painting contractor to paint the inside of the building, specifically the seniors area. We are also looking into replacing the outdoor lights around the facility.
16	Street Lights Policy	NO UPDATE I have completed preliminary research on an appropriate policy to guide the installation and operation of Street Lights throughout the Town.
17	Woodleigh Drive Sidewalk	NO UPDATE The Province has been informed of Town Council's desire to keep this sidewalk in its current location. Staff will evaluate the area and bring options and a recommendation to Town Council with regard to potential improvements to pedestrian and vehicle circulation in the area.
18	Commercial Street/Broadway Street Intersection	NO UPDATE Mayor Caseley and I met with the Minister of Transportation on September 22, 2022 to discuss several transportation issues throughout the town. In discussions with Provincial Department of Transportation Staff, I am informed that any work that may be completed in the vicinity of the intersection will be delayed to the 2023 construction season. It is evident that parking spaces may have to be removed to complete any required upgrades.
19	Freight Shed Upgrades	NO UPDATE A structural review was completed on the building. We are currently seeking potential funding sources for an upgrades project which would generally include addressing any structural issues, connection to the water and sewer system, addition of a washroom, installation of heating/cooling, and insulation and covering of the walls. Provision will be made to protect any historical elements of the building such as the markings on the internal walls. The roof was replaced in later April/Early May.
20	Relocation of Town of Kensington Signs	NO UPDATE We are currently working with a property owner along the Kelvin Grove Road to relocate a welcome sign to their property. The sign will be relocated as soon as land issues are worked out. We are hopeful to have the sign relocated this Spring/2023.
21	Website	NO UPDATE The web designer has completed the design of the website and is in the process of transferring information from our existing website over to the new site.
22	Dog Bylaw	NO UPDATE Work on this was ceased in 2022 in favour of working on other projects and initiatives. The Province of PEI is in the process of updating their Dog Act (which was drafted in the 1970's) which may impact how the town proceeds with the Bylaw. Work will continue on the Bylaw as information on the updated Act is available.
23	Civic Re-Numbering	NO UPDATE We have been working with the Provincial 911 office in regards to civic numbering issues within the Town. There are a number of areas that require re-numbering under the Town's Bylaw and Provincial regulation. While, at this point in time we have no current timeline for the completion of the re-numbering, staff will continue to work with the Province and will update Town Council as information becomes available.

Item #	Project/Task	Status
24	Roy Paynter Park	NO UPDATE Staff completed an assessment and clean up of the Roy Paynter Park. We are also seeking out pricing on additional equipment for the park to be funded through the Town's Gas Tax contribution under the project category Parks and Playground improvements. Further information will be provided to Town Council as we gather information.
25	Bobcat Tractor Replacement	The contract for the purchase of a Kubota Tractor was approved by Town Council at their October meeting. The Tractor has been delivered to Kensington Agricultural Services and will be delivered to the Town in 7 to 10 days.
26	Annual Water Main Flushing	The Town's annual water main line flushing program will begin on Monday, October 23rd.
27	Annual Generator Maintenance	Sansom Equipment will begin the annual generator maintenance program on November 6.
28	Public Works - 5 way Blade	The 5 way blade for the trackless sidewalk equipment has been ordered. It is scheduled to be delivered the week of October 23.
29	Disposal of Bobcat Tractor	Staff are working on finalizing the disposal of the Bobcat Tractor. An offer was received and accepted in the amount of \$12,800.

Kensington Fire Department
Occurrence Report 2023

Description	January	February	March	April	May	June	July	August	September	October	November	December	YTD total	% Total
Medical First Responder	3	1	2	4	3	5	6	3	2				29	26.85%
Motor Vehicle Accident	4	2	1	5	2	1	5	4	0				24	22.22%
Emergency Response - Fuel Spill, etc	0	0	0	0	0	0	0	1	0				1	0.93%
Fire Related														
Smoke Investigation	1	1	0	1	0	0	2	0	1				6	6%
Outside Fire - Brush, Grass, Utility Pole, etc.	0	0	1	4	2	0	0	1	1				9	8%
Structure Fire - House, Building, Vehicle, etc.	0	0	5	3	2	3	3	1	0				17	16%
Alarms	4	3	1	2	1	1	5	2	3				22	20%
Total Fire Related	5	4	7	10	5	4	10	4	5	0	0	0	54	
Total Incidents	12	7	10	19	10	10	21	12	7	0	0	0	108	
Mutual Aid Call Out													0	0%
Total Incidents (Including Mutual Aid Provided by KFD)	12	7	10	19	10	10	21	12	7	0	0	0	108	100%
Mutual Aid Call in														
Firefighter Attendance	12	12	15	15	12	12	13	16	12					13
Regular Monthly Training - No. of Firefighters	24	18	22	17	17	20								20
Training School/Association Meeting/Department Meeting	21	19	23	17	18	18	23	22	20					20
Call Area														
Kensington	1	3	4	2	4	2	8	2	2				28	25.93%
Malpeque CIC	3	1	1	7	2	3	4	7	2				30	27.78%
Zone's 1 to 5	8	3	5	10	4	5	9	3	3				50	46.30%
Other													0	0.00%

Kensington Fire Department September 2023 Fire Report

The Kensington Fire Department responded to 7 calls in September. Following is a breakdown of calls:

Date	Call Details	Location	# Firefighters	# Trucks
Sept. 2 10:55 am	MFR	Baltic	14	1
Sept. 13 20:06 pm	Sight/Smell of Smoke	Traveller's Rest	18	Stand down
Sept. 14 17:39 pm	Commercial Fire Alarm	Kensington	14	3
Sept. 18 14:03 pm	Residential Fire Alarm	Norboro	6	Stand down
Sept. 22 00:40 am	MFR	Kensington	6	1
Sept. 24 11:57 pm	Residential Fire Alarm	Spring Valley	15	Stand down
Sept. 30 19:36 pm	Garbage Fire	North Bedeque	10	2

August 30 - September's Association meeting was held with 20 present.

September 4 - Horse racing at Red Shores Summerside to show appreciation for first responders. Each fire department presented a cooling blanket to the winning horse in each of the races. Firemen Glenn Steele and Wayne Sherry represented KFD.

September 16/17 - Various firemen from KFD attended a trade show hosted by the New London Fire Department.

September 19 - Training was held with 21 present.

Rodney Hickey
Chief

Police Department Occurrence Report Summary 2023														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
911 Act	1	3	2	2		1	1	2	1				13	2.33%
Abandon Vehicle			1		1								2	0.36%
Abduction													0	0.00%
Alarms	3		3	3	2	5	3		6				25	4.47%
Animal Calls	2		2		1	1	4						10	1.79%
Arson													0	0.00%
Assault PO													0	0.00%
Assault with Weapon					1								1	0.18%
Assaults (Level 1)	2			2	3		2		2				11	1.97%
Assistance Calls	1	5	1	1	1	2	3	2	2				18	3.22%
Bank Runs	2												2	0.36%
Breach of Peace		1			4		2	2	3				12	2.15%
Breach of Recognizance													0	0.00%
Break and Enter (business)													0	0.00%
Break and Enter (other)													0	0.00%
Break and Enter (residence)	2						1	1					4	0.72%
Carry concealed weapon													0	0.00%
Child Pornography													0	0.00%
Child Welfare	1	1				1		2	1				6	1.07%
Coroner's Act				1	1								2	0.36%
Crime Prevention													0	0.00%
Criminal Harassment					1				1				2	0.36%
Dangerous Driving	2	3			2	2		6					15	2.68%
Disturbing the Peace	1				2		1	1					5	0.89%
Dog Act													0	0.00%
Driving while disqualified				1	1	2		1					5	0.89%
Drug Charges			1	1		1			1				4	0.72%
Excise Act													0	0.00%
Fail to Comply Probation		1											1	0.18%
Fail to comply undertaking	1		1		2				2				6	1.07%
Fail to remain at scene of accident								1	1				2	0.36%
Family Relations Act	5			1				1					7	1.25%
Fingerprints taken													0	0.00%

Police Department Occurrence Report Summary 2023														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Fire Prevention Act			1	1	1		1						4	0.72%
Firearm Act			1						1				2	0.36%
Forcible confinement													0	0.00%
Fraud		1	2	2	2			1	2				10	1.79%
Funeral Escorts	2		2	1	2	2	1	3	2				15	2.68%
Harrassing Communication	1	1		2	1			1					6	1.07%
Impaired Driver		1		2			2	2	4				11	1.97%
Information Files	2	1		1	1	3	2	1	2				13	2.33%
Injury Accidents													0	0.00%
Liquor Offences								2	1				3	0.54%
Litter Act													0	0.00%
Lost and Found	3		1	3		2	3		3				15	2.68%
Luring Minors													0	0.00%
Mental Health Act	1			2	1		2		1				7	1.25%
Mischief	1	5			1	4	4	4	1				20	3.58%
Motor Vehicle Accidents	2	2	1	2		5	4	4	5				25	4.47%
Motor Vehicle Act	2	7	5	5	6	6	9	11	8				59	10.55%
Municipal Bylaws			3		2	1		1					7	1.25%
Off Road Vehicle Act					1								1	0.18%
Other Criminal Code			1			1	1	1					4	0.72%
Person Reported Missing	1								1				2	0.36%
Possession of restricted weapon													0	0.00%
Property Check	2		2		1	1	1	1					8	1.43%
Resist Arrest													0	0.00%
Roadside Suspensions													0	0.00%
Robbery													0	0.00%
Sexual Assaults / Interference	1												1	0.18%
STEP (Integrated Traffic Enforcement)													0	0.00%
Sudden Death													0	0.00%
Suspicious Persons / Vehicle	2	5	3	3	3	5	7		2				30	5.37%
Theft Of Motor Vehicle	2	1			1								4	0.72%
Theft Over \$5000													0	0.00%
Theft Under \$5000	3	8			1	4	6	3					25	4.47%

Police Department Occurrence Report Summary 2023														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Trespass Act		1			1		1	1					4	0.72%
Trespass at Night							1						1	0.18%
Uttering Threats	2		1	3		1	1						8	1.43%
Wellbeing Check	3		2	2	2	4	1	1	2				17	3.04%
SOTS Issued	6	8	6	10	11	20	18	17	8				104	19%
Total Incidents	59	55	42	51	60	74	82	73	63				559	100%
HTA Warnings	3	3			10	4	5	7	7				39	
Fine Revenue	\$1,100.00	\$1,853.00	\$832.50	\$1,574.00	\$1,785.00	\$2,793.50	\$2,228.50	\$2,376.50	\$1,003.00				15,546.00	
Foot Patrols in hours	2	3	4	2	3	4	4.00	4	4				30	
Community policing school	6	4	3	4	5	5			7					
Bike helmet checks					6	6	5	3	4				24	
Record Checks A (BC)	12,251	10,651	12,611	11,628	12,040	10,313	8,502	8,520	7,890				94,406	
Record Checks C (KPS)	6	5	8	13	7	14	6	10	24				93	
KPS assisting other agencies	1	2	2		1	1	5						12	
Other agencies assisting KPS	1	3							1				5	

Police Report September 2023

There were 6 alarm calls to report for this month.

Sep 7th @ 0546hrs – Mid Isle Electric, member attended.

Sep 11th @ 1635hrs – Credit Union, member attended.

Sept 16th @ 2335hrs – Lions Club, member attended.

Sept 22nd @ 0759hrs – Frosty Treat, member attended.

Sept 24th @ 0858hrs – 14 Hillside Ave, member attended.

Sept 27th @ 1705hrs – K'town Metal, member did not attend.

Assistance files for the month consisted of:

Both assistance files were medical emergencies.

Year To Date Approved Development Permits Summary Report 2023

Development Permit Category	January	February	March	April	May	June	July	August	September	October	November	December	Total
Addition Industrial						1							1
Addition Residential Accessory Structure									1				1
Addition Residential Deck/Fence/Pools					1								1
New Commercial									2				2
New Industrial						2							2
New Multi-unit Family Dwelling				1					1				2
New Other									1				1
New Residential Accessory Structure				1			1	1					3
New Residential Deck/Fence/Pools					2	1							3
Renovation Commercial			2										2
Renovation Residential additions/alterations						1							1
Renovation Residential Deck/Fence/Pools					1								1
Renovation Single Family Dwelling		2	1										3
Total:		2	1										23

Total Estimated Construction Value
\$180,000.00
\$2,500.00
\$2,000.00
\$345,000.00
\$3,314,105.00
\$5,450,000.00
\$1,500.00
\$39,450.00
\$21,900.00
\$130,000.00
\$40,000.00
\$1,500.00
\$498,000.00
\$10,025,955.00

Town of Kensington Bills List September 2023

ADL FOODS	2538635	\$728.03
ADL FOODS	2534025P	\$783.84
ADL FOODS	25322427P	\$61.85
ADL FOODS	2536648P	\$527.75
ALIAN T	INV9869750	\$69.14
ANDERSONS CREEK	10662	\$6,929.72
ANNE BRANDER	55PLUS BBQ	\$300.00
BEV SEMPLE	09/30/2023	\$80.00
BRENDA MACISAAC	SEPTEMBER 2023 RRSP	\$320.48
CAPITAL T ELECT	1078	\$676.20
CIBC SECURITIES	SEPTEMBER RRSP 2023	\$454.24
CINDY BLACKETT	55+REFUND	\$90.00
CLINTON HILLS	20191247	\$2,239.79
COREEN PICKERIN	55+EXPENSES	\$159.62
COREEN PICKERIN	55+GAMES	\$823.92
COREEN PICKERIN	MISC55+EXPENSES	\$270.87
CREDENTIAL	SEPTEMBER RRSP 2023	\$502.98
CUPE	SEPTEMBER UNION DUES	\$629.44
DAVID YOUNKER	55+REFUND	\$42.58
DAVTECH	2023-09-26	\$353.04
DC TIRE	128908	\$558.88
EASTLINK	20580390	\$118.49
EASTLINK	20524428	\$1,036.41
EASTLINK	20567238	\$197.31
EASTLINK	20524917	\$147.53
EASTLINK	20525129	\$23.00
ELIZABETH HUBLE	OCT2023 RENT	\$805.00
ELIZABETH HUBLE	SEPTEMBER 2023 RENT	\$805.00
ERNIE ARNOLD	55+REFUND	\$90.00
FAYE MACLEOD	55+REFUND	\$90.00
GBS	BSIDEIN12180	\$245.25
GEOFF BAKER	MILEAGESEPT2023	\$351.00
GEOFF BAKER	55PLUS BBQ AND ENTER	\$200.00
GLYNNE SQUIRES	55+REFUND	\$90.00

GREEN DIAMOND	2509152	\$505.31
HOLLAND COLLEGE	543874	\$370.29
HOLLAND COLLEGE	543939	\$729.64
HOLLAND COLLEGE	543941	\$556.07
HOME HARDWARE	183565	\$183.98
HUMMINGBIRD	2827	\$477.02
IDEAL AUTO PART	138284	\$217.33
IRVING OIL	35114002	\$765.27
IRVING OIL	35121565	\$683.60
IRVING OIL	35150433	\$529.92
IRVING OIL	35156451	\$409.66
IRVING OIL	35165278	\$858.77
IRVING OIL	35172544	\$1,097.88
IRVING OIL	35200605	\$608.05
IRVING OIL	35215565	\$2,904.06
IRVING OIL	35129969	\$686.38
IRVING OIL	35185980	\$979.01
IRVING OIL	35208222	\$531.80
ISLAND HOT TUBS	32118	\$131.09
ISLAND PETROLEU	00205221999747	\$214.84
JACK SPENCER	09/30/2023	\$40.00
JAMES GOTELL	AUGUST MILEAGE	\$35.28
JAMES GOTELL	MILEAGE SEPT2023	\$70.56
JAMIE PERRY	09/30/2023	\$200.00
JEFF SPENCER	55+TICKETS50/50	\$18.39
JET ICE	124357	\$2,355.20
KELLY'S KLEANIN	AUG. FITPLEX CLEAN	\$645.00
KEN FORNETRAN	SOUNDS FOR 55+	\$200.00
KENSINGTON COUN	XINGGUARDRAINCOAT	\$120.59
KENSINGTON COUN	09/19/2023	\$4.31
KENSINGTON COUN	09/27/2023	\$20.64
KENSINGTON FOOD	55+GAMESPURCHASES	\$1,100.00
KENSINGTON META	64808	\$341.08
KENSINGTON META	64841	\$5.35

KENSINGTON META	64812	\$11.74
KENT	3003247471	\$57.33
KENT	3003211329	\$44.31
KENT	3003251601	\$48.73
KENT	3003259735	\$35.51
KENT	3003272975	\$5.74
KENT	3003278161	\$240.81
K'TOWN AUTO PAR	61597/5	\$23.89
K'TOWN AUTO PAR	62141/5	\$21.40
K'TOWN AUTO PAR	61766/5	\$209.58
LANDON YUILL	SEPTEMBER 2023 RRSP	\$620.56
LANDON YUILL	MILEAGESEPT14/23	\$54.24
LANDON YUILL	3XPOLICEBADGES	\$396.75
LEWIS SUTHERLAN	SEPTEMBER 2023 RRSP	\$768.36
MACKAY'S AUTO	10879	\$82.80
MARITIME ELECTR	206758	\$160.89
MARITIME ELECTR	BRDWYST EVCHGR SEP23	\$61.58
MARITIME ELECTR	TOWN HALL SEPT2023	\$1,796.20
MARITIME ELECTR	FIRE HALL SEPT2023	\$449.55
MARITIME ELECTR	LIBRARY SEPT 2023	\$101.21
MARITIME ELECTR	RADAR SIGNS SEPT2023	\$115.71
MARITIME ELECTR	WORKSHOPSEPT2023	\$142.19
MARITIME ELECTR	000000	\$13.42
MARITIME ELECTR	STREETLGTSEPT2023	\$3,280.04
MARITIME ELECTR	TRAIN STN SEPT 2023	\$1,126.86
MARITIME ELECTR	FREIGHTSHED SEPT2023	\$270.54
MARITIME ELECTR	EVK POOL SEPT2023	\$949.43
MARITIME ELECTR	RINK SEPT2023	\$1,305.74
MARITIME ELECTR	CUC SIGN SEPT2023	\$85.23
MARITIME ELECTR	CANTEENBLLFLDSEPT23	\$44.47
MARITIME ELECTR	SENIOR CNTR SEPT2023	\$450.46
MARITIME INDUST	25021	\$241.94
MBCU	SEPTEMBER RRSP 2023	\$954.88
MEALS ON WHEELS	09/6/2023	\$2,000.00

MEDACON ATLANT	INV014664	\$268.21
MINISTER OF FIN	346865	\$3,864.00
MINISTER OF FIN	346866	\$414.00
MINISTER OF FIN	347079	\$51.75
NORMANFINLAYSON	55+REFUND	\$10.00
ORKIN-PCO	C-4188463	\$32.20
ORKIN-PCO	C-4193650	\$113.90
PEI WOMENS INST	GALA BANQUET TICKET	\$100.00
PITNEY BOWES	3202237358	\$231.12
PRINCESS AUTO	2110879	\$146.51
PRINCESS AUTO	2107920	\$60.76
PRINCESS AUTO	2110876	\$1,149.99
RED SANDS	55+GAMESGOLFFEES	\$1,374.32
ROBERT WOOD	AUG2023MILEAGE	\$222.30
ROGERS PLUMBING	15546	\$141.38
RONA BURT	01	\$55.00
ROWAN CASELEY	AUGUST MILEAGE	\$76.28
SANSOM EQUIPMEN	INV-FR-15096	\$4,525.51
SAUNDERS EQUIPM	93387	\$128.50
SAVE EASY	SEPT12/2023	\$23.09
SCOTIA SECURITI	SEPTEMBER RRSP 2023	\$920.76
SHERRY COLE	55+REFUND	\$52.00
SPRING VALLEY B	239237	\$562.28
SPRING VALLEY B	277863	\$68.99
SPRING VALLEY B	278456	\$68.99
SUMMERSIDE CHRY	9599	\$229.94
SUNCOR ENERGY	23/09/12	\$588.74
SUPERIOR SANITA	EH000832124	\$340.24
SUPERIOR SANITA	EH0000832120	\$133.61
SUPERIOR SANITA	EH000832122	\$476.35
SUPERIOR SANITA	EH000832121	\$132.69
SUPERIOR SANITA	EH000832123	\$433.60
SYLVIA ANDREW	55+REFUND	\$10.00
TARA LEBLANC	02-JUNE/JULYWEEDING	\$1,361.00

TELUS	SEPTEMBER2023	\$1,103.87
UNITED CHURCH	55+GAMES RENTAL	\$300.00
WCB OF PEI	09/30/2023	\$116.60
WSP	20038856	\$3,179.75

Subtotal **\$78,638.05**

Payroll **\$127,596.55**

Total Bills and Payroll

\$206,234.60

W & S Utility Bills List September 2023

ADVANCED RENTAL	1245796	\$580.84
CAMPBELL'S CONC	INV291729	\$85.35
KENSINGTON SEPT	6522	\$2,300.00
K'TOWN AUTO PAR	61560/5	\$6.82
MARITIME ELECTR	PUMP CTRL BDG SEP23	\$119.90
MARITIME ELECTR	PUMP WEST #1 SEPT23	\$660.54
MARITIME ELECTR	WATER TOWER SEPT2023	\$135.67
MARITIME ELECTR	WELL #3 SEP2023	\$796.09
MARITIME ELECTR	ADDTL LIFT STN SEP23	\$193.09
MARITIME ELECTR	PUMP EAST#2 SEP23	\$258.38
MARITIME ELECTR	SEWAGE PUMP SEP2023	\$41.77
MARITIME ELECTR	SEWAGETRTMNT SEP23	\$939.48
MARITIME ELECTR	SEWER LIFT SEP2023	\$68.94
MINISTER OF FIN	230905058	\$322.00
ROGERS PLUMBING	15622	\$172.50
SPRING VALLEY B	277591	\$34.49
WSP	20038183	\$115.00
Total W&S Bills		\$6,830.86

Town of Kensington Capital Bills List September 2023

BIRT & MACKAY	2824	\$199,024.98
BIRT & MACKAY	2825	\$273,922.05
BUILDING BLOCKS	851102	\$23,780.33
BUILDING BLOCKS	851094	\$5,739.94
BUILDING BLOCKS	851139	\$3,066.07
CLARK MASONRY	3748	\$6,670.00
MID ISLE	12993	\$32,292.00
WSP	20037822	\$57.50
WSP	20036616	\$2,133.25
WSP	20037975	\$178.25
WSP	20038857	\$1,155.75
		<hr/> <hr/> \$548,020.12

**Town of Kensington
Consolidated**

For the Six Months Ending September 30, 2023

	September			YTD			Full Year 2023 Budget
	2023 Actual	2023 Budget	Variance	2023 Actual	2023 Budget	Variance	
Fire Dues - District 1910	16,644.00	16,644.00		99,864.00	99,864.00		199,736.00
Fire Dues - Malpeque	7,280.00	7,280.00		43,680.00	43,680.00		87,360.00
Fire Dues - Kensington	7,280.00	7,280.00		43,680.00	43,680.00		87,360.00
Ice Rental		20,000.00	-20,000.00	8,552.18	28,000.00	-19,447.82	174,000.00
Canteen Sales		6,000.00	-6,000.00	10,385.18	6,000.00	4,385.18	42,000.00
Fitplex Sales	5,903.36	4,500.00	1,403.36	22,639.07	27,000.00	-4,360.93	54,000.00
Harvest Festival Sales	1,050.00	20,000.00	-18,950.00	30,379.73	50,000.00	-19,620.27	50,000.00
Building Rentals		50.00	-50.00		300.00	-300.00	600.00
Ballfield Sales	300.00		300.00	4,030.45	4,000.00	30.45	4,000.00
Sign Rentals				11,708.33	12,000.00	-291.67	14,000.00
Donations	300.43		300.43	700.43		700.43	10,000.00
Fund Raising Events		2,000.00	-2,000.00	7,223.52	12,000.00	-4,776.48	24,000.00
Grants - Operational	3,000.00	3,000.00		18,000.00	28,000.00	-10,000.00	46,000.00
Wage Grants				1,968.57	19,000.00	-17,031.43	41,000.00
Miscellaneous Revenue	11,340.00	100.00	11,240.00	11,340.00	600.00	10,740.00	1,200.00
Police Dept Revenue	1,003.00	4,000.00	-2,997.00	11,760.50	24,000.00	-12,239.50	48,000.00
Police Training Grants					3,700.00	-3,700.00	3,700.00
Police Miscellaneous Revenue	3,000.00	6,547.00	-3,547.00	3,000.00	42,055.00	-39,055.00	84,794.00
Police Provincial Tax Credit	16,738.00	16,738.00		100,428.00	100,428.00		200,856.00
Contract Revenue	26,427.56	28,000.00	-1,572.44	180,430.81	212,200.00	-31,769.19	411,200.00
Record Checks	249.50	125.00	124.50	1,047.90	750.00	297.90	1,500.00
Building Permits	100.00	650.00	-550.00	2,800.00	3,550.00	-750.00	5,800.00
Donations				9,450.00	2,500.00	6,950.00	2,500.00
Canada Day Grant				1,920.00	1,000.00	920.00	1,000.00
Employment Grant		21,000.00	-21,000.00		24,500.00	-24,500.00	36,300.00
Equalization Grant	35,280.40	35,280.00	0.40	211,682.40	211,680.00	2.40	423,365.00
Miscellaneous Revenue	17,200.00	250.00	16,950.00	21,747.78	1,500.00	20,247.78	3,000.00
PST Refund - MCEG					6,000.00	-6,000.00	9,000.00
Property Taxes	60,838.00	60,838.00		365,028.00	365,028.00		730,056.00
Tax Credit Less Police Tax Credit	9,651.00	4,686.00	4,965.00	39,533.00	28,116.00	11,417.00	56,232.00
Gain (Loss) on Disposal of Capital Assets	46,449.03		46,449.03	391,043.28	475,000.00	-83,956.72	475,000.00
Rental Revenue	8,680.48	8,660.00	20.48	50,864.88	53,460.00	-2,595.12	107,720.00
Recreation & Aqua Program				3,430.00	4,500.00	-1,070.00	4,500.00
Total Revenue	278,714.76	273,628.00	5,086.76	1,708,318.01	1,934,091.00	-225,772.99	3,439,779.00
Depreciation	49,058.00	49,058.00		294,348.00	294,348.00		588,696.00
Water & Sewer	1,572.06	940.00	-632.06	4,960.52	5,640.00	679.48	11,280.00
Property Taxes		50.00	50.00	10,480.48	17,280.00	6,799.52	26,170.00
Electricity	5,560.82	12,120.00	6,559.18	40,474.85	50,955.00	10,480.15	119,040.00
Heating Oil	6,744.08	2,700.00	-4,044.08	17,154.11	20,645.00	3,490.89	75,845.00
Electricity (Street / Freight Shed / Sign)	3,459.63	3,300.00	-159.63	20,752.60	20,280.00	-472.60	40,355.00
Electricity Ball Field / Canteen	38.67	30.00	-8.67	1,269.36	180.00	-1,089.36	360.00
Telephone	1,248.83	1,620.00	371.17	8,127.24	10,220.00	2,092.76	19,940.00
Cellular	1,012.85	1,675.00	662.15	9,472.55	10,050.00	577.45	20,100.00
Office Expenses	221.07	1,755.00	1,533.93	10,969.24	10,530.00	-439.24	21,060.00
IT Services	-276.85	1,800.00	2,076.85	18,739.55	5,600.00	-13,139.55	12,100.00
Advertising		1,175.00	1,175.00	3,835.70	7,050.00	3,214.30	14,700.00
Administration From Gen Gov't	3,000.00	3,000.00		18,000.00	18,000.00		36,000.00
Administration to Police Dept	-820.27	-1,000.00	-179.73	-4,639.65	-6,000.00	-1,360.35	-12,000.00
Wages	111,057.60	114,188.00	3,130.40	724,303.71	745,832.00	21,528.29	1,508,175.00
Workers Compensation	116.60	740.00	623.40	8,249.13	15,700.00	7,450.87	15,700.00
Honorariums-Fire Fighters and Councillors							67,000.00
Fire Equipment, Supplies & Misc		1,000.00	1,000.00	12,066.47	6,000.00	-6,066.47	12,000.00
Repair and Main. - Equip	10,567.10	5,450.00	-5,117.10	16,785.83	13,950.00	-2,835.83	22,650.00
Repair and Main. - Vehicle	658.73	1,550.00	891.27	11,098.98	8,500.00	-2,598.98	17,800.00
Repair and Main. - Building	2,962.17	4,300.00	1,337.83	33,621.86	28,800.00	-4,821.86	52,850.00
Repair and Main. - Ice Plant		200.00	200.00		400.00	400.00	1,600.00
Repair and Main. - Property		50.00	50.00		300.00	300.00	600.00
Repair and Main. - Ice Surface	2,048.00	200.00	-1,848.00	2,048.00	400.00	-1,648.00	1,900.00
Zamboni Propane		300.00	300.00	119.13	600.00	480.87	2,400.00
Vehicle - Gas & Oil	10,136.77	3,380.00	-6,756.77	22,198.08	20,280.00	-1,918.08	40,560.00
Ballfield Expense		100.00	100.00	6,800.57	600.00	-6,200.57	600.00
Canteen Expense		3,000.00	3,000.00	3,754.52	3,000.00	-754.52	21,000.00
Harvest Festival Expense	399.24	500.00	100.76	20,238.76	21,600.00	1,361.24	22,200.00
Fitplex Expense	645.00	200.00	-445.00	2,730.00	1,200.00	-1,530.00	2,400.00
Snow and Ice Control				444.00	3,350.00	2,906.00	21,050.00
MBCU Loan Interest Community Garden		50.00	50.00	0.78	300.00	299.22	600.00
Fund Raising Expense					2,000.00	2,000.00	3,500.00
Zamboni Loan Interest	1,337.15	1,000.00	-337.15	625.35	1,000.00	374.65	1,000.00
Senior Center Heating Oil		75.00	75.00		450.00	450.00	900.00
Senior Center Electricity	391.70	200.00	-191.70	2,390.09	1,200.00	-1,190.09	2,400.00
Senior Center Repair and Main.				11,093.93	2,200.00	-8,893.93	2,400.00
Conventions and Meetings	100.00	150.00	50.00	456.62	900.00	443.38	1,800.00
Dues & Memberships				4,127.33	4,170.00	42.67	5,620.00
Travel and Mileage	633.97	750.00	116.03	3,431.55	5,250.00	1,818.45	10,500.00
Proff Development	118.57	190.00	71.43	5,480.72	1,140.00	-4,340.72	2,280.00
Uniforms - Clothing & Supplies	2,018.50	200.00	-1,818.50	5,891.91	2,100.00	-3,791.91	3,500.00
Donations and Grants	2,000.00	3,700.00	1,700.00	13,460.00	19,250.00	5,790.00	26,450.00
KISH Scholarship				1,000.00	1,000.00		1,000.00
Special Events Expense	1,154.83	500.00	-654.83	16,889.43	16,200.00	-689.43	20,200.00
Miscellaneous	14,283.61	50.00	-14,233.61	16,916.35	300.00	-16,616.35	4,500.00

	September			YTD			Full Year 2023 Budget
	2023 Actual	2023 Budget	Variance	2023 Actual	2023 Budget	Variance	
Crosswalk	434.84	400.00	-34.84	1,544.84	2,000.00	455.16	5,400.00
Emergency Shelter	487.74	1,000.00	512.26	487.74	1,200.00	712.26	2,250.00
Insurance - Life	118.14	119.00	0.86	708.84	714.00	5.16	1,428.00
Insurance - Other				89,058.18	75,000.00	-14,058.18	99,250.00
Professional Fees - Accountant				14,575.00	13,000.00	-1,575.00	13,000.00
Professional Fees - Other	12,535.45	12,500.00	-35.45	79,579.87	75,000.00	-4,579.87	150,000.00
Bylaw Enforcement	220.89	200.00	-20.89	1,325.34	1,200.00	-125.34	2,400.00
Janitor Supplies	1,445.70	375.00	-1,070.70	5,885.34	5,250.00	-635.34	10,500.00
Answering Service	256.55	6,255.00	5,998.45	7,532.98	13,530.00	5,997.02	27,060.00
2010 Fire Truck Loan Int Loan #21		350.00	350.00		2,100.00	2,100.00	4,200.00
Fire Hall Loan Int. Loan #10	803.90	415.00	-388.90	4,534.92	2,490.00	-2,044.92	4,980.00
2019 Fire 1/2 Ton Truck Loan Interest	212.46	185.00	-27.46	1,201.72	1,110.00	-91.72	2,220.00
2020 Rescue Command Vehicle Interest	308.61	300.00	-8.61	1,796.81	1,800.00	3.19	3,600.00
2022 Fire Tanker Truck	1,480.45	1,300.00	-180.45	8,162.22	7,800.00	-362.22	15,600.00
Fire Dept Administration	-4,030.00	-4,030.00		-24,180.00	-24,180.00		-48,360.00
Animal Control		10.00	10.00		60.00	60.00	120.00
Photocopier	276.85	200.00	-76.85	1,737.78	2,400.00	662.22	4,800.00
Web Page Expenses		25.00	25.00		150.00	150.00	300.00
ADP Payroll Expenses	365.19	430.00	64.81	2,552.38	2,580.00	27.62	5,160.00
Bank Charges	237.71	485.00	247.29	1,799.34	2,910.00	1,110.66	5,820.00
Promotional Materials		600.00	600.00		3,600.00	3,600.00	7,200.00
Operating Loan Payment & Interest		75.00	75.00		450.00	450.00	900.00
Annual Fire Protection Charge	4,760.00	4,760.00		28,560.00	28,560.00		57,120.00
Allocation to Sales and Services	-3,000.00	-3,000.00		-18,000.00	-18,000.00		-36,000.00
W&S Share of General Government	-11,900.00	-11,900.00		-71,400.00	-71,400.00		-142,800.00
Kensington Fire Dues	7,280.00	7,280.00		43,680.00	43,680.00		87,360.00
Administration & Operating Costs	5,005.00	5,005.00		30,030.00	30,030.00		60,060.00
Vehicle - Rental					200.00	200.00	300.00
Court Costs & Witness Fees		50.00	50.00	25.00	300.00	275.00	600.00
Crime Prevention Initiatives		25.00	25.00	150.00	150.00		300.00
PROS				5,941.91		-5,941.91	6,700.00
2020 Ford Explorer Loan Interest	331.65	300.00	-31.65	1,841.61	1,800.00	-41.61	3,600.00
Administration from Sales of Services	820.27	1,000.00	179.73	4,639.65	6,000.00	1,360.35	12,000.00
Gas & Oil - Equipment Public Works	972.11	630.00	-342.11	1,072.88	3,780.00	2,707.12	7,560.00
Small Tools & Shop Supplies	186.82	150.00	-36.82	936.34	900.00	-36.34	1,800.00
Miscellaneous Signage/Fencing/Trees		500.00	500.00	2,100.56	3,000.00	899.44	6,000.00
Garbage Disposal	832.68	465.00	-367.68	4,848.28	2,790.00	-2,058.28	5,580.00
Patching				6,187.72	36,000.00	29,812.28	36,000.00
Allocation to Water & Sewer	-10,300.00	-10,300.00		-61,800.00	-61,800.00		-123,600.00
Capital Loan 2022	4,173.53	3,750.00	-423.53	23,188.57	22,500.00	-688.57	45,000.00
Chemicals	125.39	250.00	124.61	2,680.30	3,500.00	819.70	3,500.00
Canada Day Expense				3,113.12	4,000.00	886.88	4,000.00
CUC Operational Grant	3,000.00	3,000.00		18,000.00	18,000.00		36,000.00
Business Park Expense		400.00	400.00	3,329.00	2,400.00	-929.00	4,800.00
Town Hall Parking Lot Paving Loan Int	67.31		-67.31	363.34		-363.34	
Business Park Loan Int - Park & Land	11,659.00	6,500.00	-5,159.00	62,687.24	39,000.00	-23,687.24	78,000.00
Cogsdale Maintenance Fee				6,691.59	6,500.00	-191.59	8,900.00
CUC Loan#15 Interest	2,110.96		-2,110.96	2,110.96		-2,110.96	
COVID-19 Expense		10.00	10.00		60.00	60.00	120.00
Park Improvements	1,361.00	3,000.00	1,639.00	5,733.51	17,000.00	11,266.49	20,000.00
Town Decorations					5,000.00	5,000.00	20,000.00
<i>Library Expense Total</i>	<i>3,338.54</i>	<i>1,150.00</i>	<i>-2,188.54</i>	<i>7,175.98</i>	<i>6,900.00</i>	<i>-275.98</i>	<i>13,800.00</i>
Vueworks - Geo Net Project				6,095.79	4,125.00	-1,970.79	5,500.00
Expenditures	267,427.17	254,465.00	-12,962.17	1,718,454.30	1,717,889.00	-565.30	3,410,809.00
Net Income(Deficit)	11,287.59	19,163.00	-7,875.41	-10,136.29	216,202.00	-226,338.29	28,970.00

Town of Kensington
Water and Sewer Utility
For the Six Months Ending September 30, 2023

	September			YTD			Full Year
	2023 Actual	2023 Budget	Variance	2023 Actual	2023 Budget	Variance	2023 Budget
Water Revenue	C\$21,884.87	C\$21,650.00	C\$234.87	C\$129,514.75	C\$129,900.00	(C\$385.25)	C\$261,750.00
Water & Sewer Interest / Other	98.33	180.00	-81.67	743.30	1,080.00	-336.70	2,160.00
Fire - Water	5,735.00	5,735.00		34,410.00	34,410.00		68,820.00
Sewer Revenue	30,980.20	31,500.00	-519.80	189,342.23	189,000.00	342.23	382,725.00
Revenue	58,698.40	59,065.00	-366.60	354,010.28	354,390.00	-379.72	715,455.00
Capital Expenses	12,000.00	12,000.00		72,000.00	72,000.00		144,000.00
Property Taxes				977.69	1,880.00	902.31	2,820.00
Electricity	3,074.18	500.00	-2,574.18	25,969.40	3,000.00	-22,969.40	6,000.00
Telephone	90.32	425.00	334.68	1,913.49	2,550.00	636.51	5,100.00
Advertising		10.00	10.00		60.00	60.00	120.00
Wages - Admin	6,003.84	6,050.00	46.16	31,903.58	39,325.00	7,421.42	79,500.00
Professional Development		100.00	100.00	62.80	600.00	537.20	1,200.00
Professional Fee - Other				6,962.03		-6,962.03	
Repairs & Maintenance - Water	6.52	1,500.00	1,493.48	16,591.94	9,000.00	-7,591.94	18,000.00
Bank Charges Water	127.79	325.00	197.21	1,858.14	1,950.00	91.86	3,900.00
Interest on Capital Debt Water	8,795.98	6,625.00	-2,170.98	48,870.25	39,750.00	-9,120.25	79,500.00
Water Analysis	308.00	400.00	92.00	4,869.70	2,400.00	-2,469.70	4,800.00
Water Chlorination		300.00	300.00	2,294.86	1,800.00	-494.86	3,600.00
Bank Charges Sewer	127.78	315.00	187.22	1,909.66	1,890.00	-19.66	3,780.00
Interest on Capital Debt Sewer	8,795.98	5,700.00	-3,095.98	48,281.80	34,200.00	-14,081.80	68,400.00
Repair & Maintenance Sewer	4,116.82	3,000.00	-1,116.82	32,567.57	18,000.00	-14,567.57	55,000.00
Gen Gov't Share of W&S	11,900.00	11,900.00		71,400.00	71,400.00		142,800.00
Public Works Share of W&S	10,300.00	10,300.00		61,800.00	61,800.00		123,600.00
Expenditures	65,647.21	59,450.00	-6,197.21	430,232.91	361,605.00	68,627.91	742,120.00
Net Income(Deficit)	-6,948.81	-385.00	-6,563.81	-76,222.63	-7,215.00	-69,007.63	-26,665.00

TOWN OF KENSINGTON – MEMORANDUM

TO: MAYOR AND TOWN COUNCIL, CAO

FROM: ROBERT WOOD, CUC MANAGER

DATE: SEPTEMBER 2023

SUBJECT: SEPTEMBER 2023 - CREDIT UNION CENTRE REPORT

ATTACHMENT: STATISTICAL REPORT

September 2023

Fitplex

- Hours of operation are 5:00 am – 10:00 pm daily.
- Staffed Hours are Monday to Friday 4:00 pm-8:00 pm
- Porch entrance for Fitplex door will have signage installed to identify the Fitplex entrance. We are not planning any additional lighting over the entrance as the inside lights provide adequate coverage inside the canopy area.

Arena

- Painting continues with interior of the arena being painted to white with black trim to brighten the arena.
- LED lightning on the ice surface has been installed and completed by Mid Isle Electric
- Electrical upgrades to system have been started and the plant room is being stripped and replaced with new electrical upgrades to accommodate the power requirements.
- Old Ice Plant was removed in September and walls removed to allow for new plant to fit inside building. New ice plant arrived was inside the building on Sept 28, as well as, re-assembling condenser frame and new condenser in place on the 28th as well.

- Estimated time frame is 10-14 days to install and 7 days to make ice is the goal.
- Electric Heater installed in Kensington Wild dressing room to address their heat and drying capacity.
- Media room where music is played for games was upgraded with heater, lights and plugs.
- Trail in partnership with Kensington North Watershed is being worked on and should be completed in October with bridges being built over wet areas.

Kensington Cash Draw

• Sept 7	174.00
• Sept 14	170.00
• Sept 21	176.00
• Sept 28	172.00
Total	692.00

Ball Fields

- The Men’s Eastern Canadians tournament was held in Kensington this fall by Softball PEI - September 8th – 10th.
- Kensington Minor ball hosting a Co-Ed Rec tournament Sept 23,2023. They had 5 teams and 60 participants and raised \$1,040.00 for Kensington Minor Hockey
- Rec League playoffs are happening in September and will be finished in October.

Senior Center

- NTR

Tennis \ Pickleball Courts KISH

- Nets are still up with the good weather however the windscreens were taken down for the season.

CUC Property

- Skate Park and ball hockey continues to see steady use.

Upcoming Events

- Christmas Parade December 3, 2023.
- Dave Martin Memorial U-18 Hockey Tournament December 1 - 3, 2023

TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CAO
SUBJECT: KENSINGTON VIPERS SPONSORSHIP REQUEST
DATE: 2023-10-20
ATTACHMENTS: REQUEST LETTER

Introduction

A request has been received from Pat McIver of the Kensington Moase Plumbing and Heating Vipers for the Town to consider sponsoring the team for their 2023/24 season. In each of the past eleven years the Town has been a Player Sponsor for the team at a cost of \$750.00 annually.

In exchange for the \$750.00 sponsorship the Town receives its name on two home and away jerseys, four regular season passes, and recognition on game day programs.

Recommendation

It is recommended that Committee of Council recommend to Town Council that they proceed with a sponsorship of the Kensington Vipers for their 2023/24 season in the amount of \$750.00.



Kensington Moose Plumbing & Heating Vipers

1113 Newton Road

Kinkora PE

COB 1N0



Dear Business Owner,

The Kensington Moose Plumbing and Heating Vipers are seeking your help. The Vipers are entering their 24th season at Credit Union centre formerly known as Community Gardens in Kensington where the team has had a great deal of on ice success.

The Vipers play in the 6 team IJHL / NBJHL league that sees teams from NB and PEI battle during the season before Kensington and Sherwood playoff for the IJHL title and the opportunity to play at the Don Johnson Memorial Cup . It provides 20+ teenage hockey players (mostly local) the opportunity to keep playing hockey past there minor hockey days.

The Vipers have had a great deal of success in the last 23 years winning 12 IJHL championships as well as 2 Don Johnson Memorial Cup championships. The Kensington Vipers name is not only synonymous on PEI but throughout the Maritimes as well. The Vipers are arguably the most successful Jr hockey team in all the Maritimes in recent memory.

To operate a successful program like the Vipers have, it takes a great deal of support from not only the fans but the corporate community as well, and this is where we hope your company can help us again.

The Vipers are seeking a sponsorship in the form of player sponsor or Ice level sponsor. On page 2 you will see what the costs associated with these are and the benefits that come along with them.

I'd like to thank you for taking the time to review this proposal and hope that we can form a partnership for the future. If you have any questions please do not hesitate to call me at 9024398654 or send me an email to kensingtonvipers@gmail.com .

Regards

Pat McIver
Kensington Vipers

Options

Player Sponsor

\$450

Benefits

Name on 1 home and 1 away sweater

2 regular season passes

Name on game day programs

2 Player Sponsors

\$750

Benefits

Name on 2 home and 2 away sweaters

4 regular season passes

Name listed on game day programs

Email _____

Please make checks payable to

Kensington Vipers

1113 Newton Road

Kinkora PEI

C0B1N0

TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CAO
SUBJECT: SCHOOL SATREET PARKING AREA
DATE: 2023-10-20
ATTACHMENTS: PRELIMINARY COST ESTIMATE
PRELIMINARY DESIGN

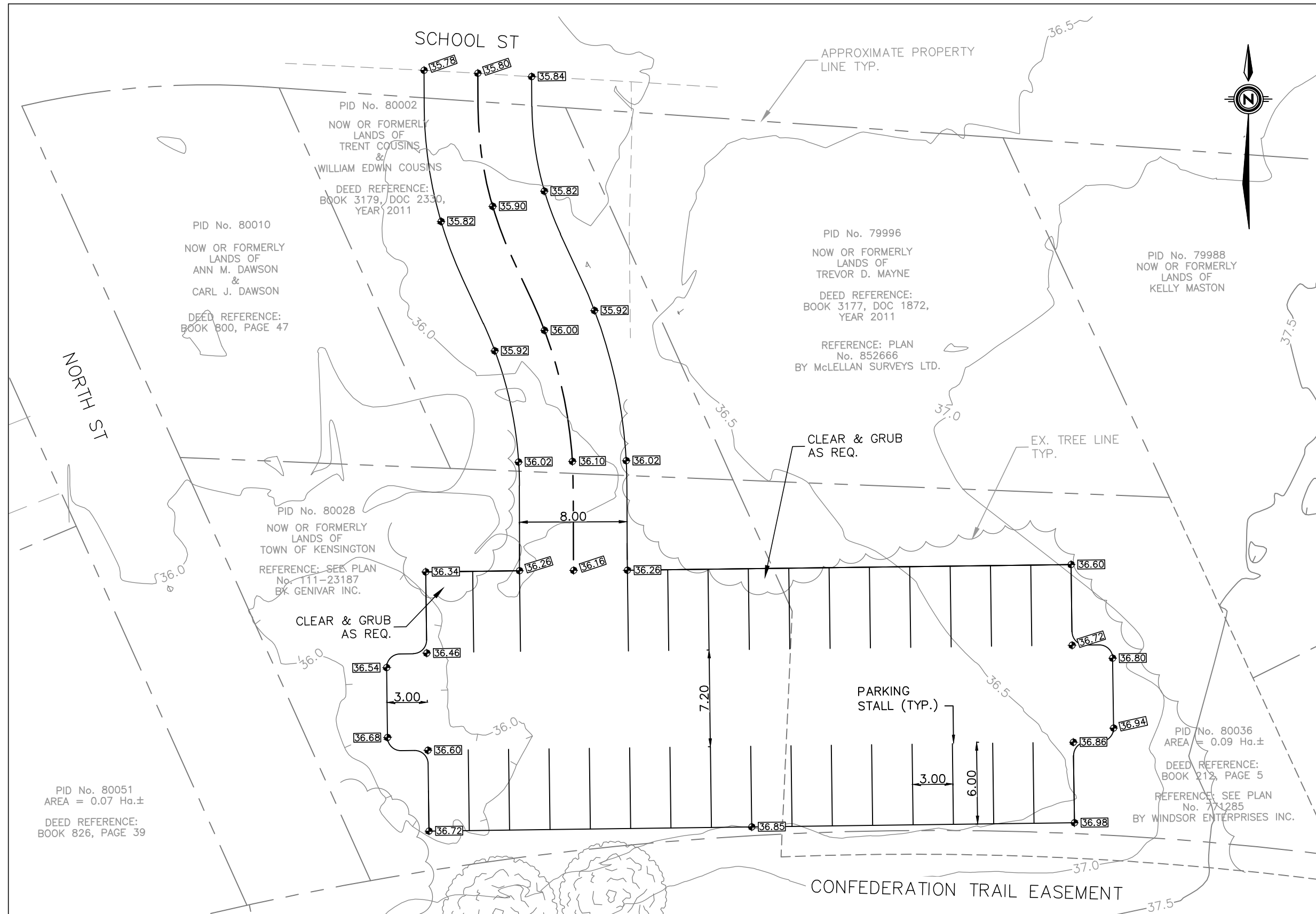
Introduction

At the August meeting of Town Council, Councillors requested that staff have WSP Engineering create a preliminary design and cost estimate for the construction of a parking area on the Town's property located just off School Street, behind the Provincial Credit Union. Council also requested to have the Railyards area reviewed for additional parking opportunities.

A copy of the WSP preliminary design and cost estimate for the proposed School Street parking area is circulated with this memorandum. Staff continue to work with WSP around the Railyards area review. Further information on the Railyards area will be provided to Councillors once an acceptable preliminary design has been completed.

Recommendation

Staff are requesting that Councillors review the attached information and provide direction to enable staff to proceed with the development of a formal project, and that the project be included in the Town's 2024/25 Capital Budget. Staff will work with WSP to create a final design package with updated capital cost estimates, tender documents, funding applications, etc. Staff and WSP will also review alternative "green" solutions for surface material as opposed to traditional asphalt (to facilitate efficient, and more environmentally friendly stormwater management).



NOTES:

1. PROPERTY LINES AND PROPOSED LOT LAYOUTS ARE APPROXIMATE ONLY AND ARE SUBJECT TO CHANGE. A LEGAL SURVEY WILL NEED TO BE COMPLETED TO DETERMINE EXACT LOCATIONS.
2. PEI DEPT. OF ENVIRONMENT, ENERGY AND CLIMATE ACTION, FORESTS, FISH & WILDLIFE DIVISION LIDAR INFORMATION HAS BEEN USED TO DERIVE RELATIVE ELEVATIONS WITHIN THE PARCEL. THIS INFORMATION HAS NOT BEEN VERIFIED FOR ACCURACY. A SITE SURVEY SHOULD BE EXECUTED TO VERIFY THAT PRESENTED CONTOUR INFORMATION IS CORRECT. IT IS EXPECTED THAT THE PRESENTED CONTOURS HAVE A TOLERANCE OF ±0.5m.
3. THE PRELIMINARY LAYOUT DISPLAYED PRESENTS A TOTAL OF 29 REGULAR SIZE STALLS (3.0m x 6.0m).

◆ FINISHED ASPHALT ELV.



PRELIMINARY PARKING LOT PLAN
1:300

SCALE: 1:300 METRIC



	WSP Canada Inc. 195 MacEwen Road Summerside Prince Edward Island Canada, C1N 5Y4 T 902-436-2669 F 902-436-8601 www.wsp.com	TOWN OF KENSINGTON	SCHOOL STREET PARKING LOT LAYOUT PLAN VIEW					Date: OCTOBER 4, 2023	Drawn by: C. McCARDLE
			0	ISSUED FOR REVIEW	23/10/04	CM	L VH	Scale: 1:300	Reviewed by:
			NO:	REVISION :	DATE:	BY:	CHK:	Project No: CA0012505.342	Sheet: C01

**Scoping Cost Estimate
Town of Kensington
School Street Parking Lot**



04-Oct-23

<u>Item #</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
1	New Parking Lot	1000 m ²	\$100.00	\$100,000.00
2	New Parking Lot Access	320 m ²	\$100.00	\$32,000.00
3	Curb & Gutter	250 m	\$110.00	\$27,500.00
4	Topographic Survey	1 L.S.	\$6,000.00	\$6,000.00
5	Line Painting	1 L.S.	\$1,000.00	\$1,000.00
6	Clearing & Grubbing	1 L.S.	\$5,000.00	\$5,000.00
7	Topsoil & Sod	500 m ²	\$20.00	\$10,000.00
8	Sandstone (Provisional)	500 m ³	\$25.00	\$12,500.00
			Subtotal =	\$194,000.00
9	Engineering & Contingency (25%)			<u>\$48,500.00</u>
			Total Estimated Amount =	<u>\$242,500.00</u>

Rounded to \$245,000.00

Notes:

1. Geotechnical, Land Purchase & Legal not included.
2. Taxes not included.

TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CAO
SUBJECT: QUEEN ELIZABETH ELEMENTARY SCHOOL PLAYGROUND DONATION
DATE: 2023-10-20
ATTACHMENTS: LETTER OF REQUEST

Introduction

A request has been received from the Queen Elizabeth Elementary School (QEES) Playground Fundraising Committee requesting Town Council's consideration of donating to their Playground Equipment Replacement Fundraising Initiative. Some of the existing equipment at the playground has been removed for safety reasons. They anticipate "breaking ground" in the Spring of 2024.

They are intent on purchasing items such as inclusive swings, a slide structure, and some vehicles for climbing, and sitting on. Each piece of equipment purchased will be CSA approved. Installation and inspection costs are being included in their fundraising effort.

Their goal is to raise \$125,000.

Some Councillors may be aware, that the Town donated \$20,000 in 2012 to the QEES Playground Replacement project. The Town also facilitated (submitted) a funding application in 2012 to support the Playground Replacement.

The QEES Playground is utilized as a community playground. There are some restrictions during the day while students are at school, but generally the playground is made available for community use. The QEES Playground is viewed as the primary playground in the community.

Recommendation

It is recommended that Committee of Council consider a donation to the QEES Playground Replacement Fundraising Committee at the “Community Partner” level in the amount of \$20,000, with \$10,000 provided in fiscal year 2023/24 (current fiscal year), and a further \$10,000 provided in fiscal year 2024/25.

It is further recommended that a recommendation be made by Committee of Council to Town Council to formalize the \$20,000 donation.

Dear Town of Kensington

We recognize your time is valuable, so our letter is intentionally brief.

On behalf of our fundraising committee our goal is to raise \$125,000 to replace some playground equipment for the students at Queen Elizabeth Elementary School in Kensington as some of our equipment has been removed as it was deemed unsafe.

We expect to break ground this Spring once all of our funding has been secured.

We are planning to purchase items such as inclusive swings, a slide structure, and some vehicles for climbing, and sitting on. Each piece of equipment is required to be CSA approved. We will also include the price of our installation and inspections in our fundraising efforts.

Physical exercise is critically important for our young children to succeed with both their education and physical health.

We hope you will be able to financially support our project. All donations are greatly appreciated and will receive a tax receipt.

Bronze:	\$250-\$999
Silver:	\$1000-\$2499
Gold:	\$2500-\$4999
Platinum:	\$5000-\$7499
Community Partners:	\$7500 plus

Donations can be made by cheque to the Public Schools Branch to ensure you receive a receipt for taxes purposes. Donations can be dropped off to Queen Elizabeth School or by contacting a committee member for pick up.

Please do not hesitate to reach out if you have any questions.

Anji Mciver:	432-0977
Courtney Caseley:	598-8107
Rodney MacArthur:	rjmacarthur@edu.pe.ca
John Gamble:	jngamble@edu.pe.ca
Mikayla Paynter:	439-1921
Stacey Kember:	439-6112
Andrew McCardle:	315-0349
Sam Steele:	587-343-5927

Thank you once again for your time.