



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

***Monday, September 23, 2024
6:30 PM***

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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 – September 23, 2024
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

- a. Presentation from the Town of Kensington Remuneration and Allowances Commission.

5. Adoption of Previous Meeting Minutes

- a. May 27, 2024 regular meeting
- b. June 26, 2024 special meeting

6. Business Arising from Minutes

- a. May 27, 2024 regular meeting
- b. June 26, 2024 special meeting

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 - *Nil*
- f. Bills List – Water and Sewer Utility - *Nil*
- g. Bills List – Capital - *Nil*

- h. Consolidated Summary Income Statement - *Nil*
- i. Credit Union Centre Report

8. New Business

- a. Town of Kensington Remuneration and Allowances Commission Report – *Discussion*
- b. COC Memo - Ballfield Donation Request
- c. COC Memo - Canada Community Building Fund - Gas Tax - Capital Investment Plan
- d. COC Memo - Community Action Plan to Prevent Gender Based Violence
- e. COC Memo - Draft Streetlight Policy
- f. COC Memo - Kensington Fire Department - 1960 LeFrance Pumper

9. Councillor Issues/Inquiries

10. Correspondence

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

12. Adjournment

**Town of Kensington
Committee of Council Meeting
Monday, May 27, 2024
6:41 PM (Following Special Meeting of Town Council)**

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

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

1. Calling of Meeting to Order

1.1 Mayor Caseley called the meeting to order at 6:41 pm and welcomed Committee of Council members, and staff to the May 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 Gallant, seconded by Councillor Toombs to approve the tentative agenda for the May 27, 2024, Committee of Council meeting. Unanimously carried.*

3. Declaration of Conflict of Interest

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

4. Delegations, Special Speakers, and Public Input

4.1 *Nil.*

5. Adoption of Previous Meeting Minutes

5.1 *Moved by Councillor Doucette, seconded by Councillor Toombs to approve the Committee of Council meeting minutes from April 22, 2024. Unanimously carried.*

6. Business Arising from Minutes

6.1 Nil.

7. Staff Reports

7.1 CAO's Report

7.1.1 *Moved by Councillor Gallant, seconded by Deputy Mayor Spencer to receive and recommend Town Council's approval to adopt the May 2024 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Gallant, seconded by Councillor Doucette to receive and recommend Town Council's approval to adopt the April 2024 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 April 2024 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.4 Development Permit Summary Report

7.4.1 *Moved by Councillor Toombs, seconded by Deputy Mayor Spencer to receive and recommend Town Council's approval to adopt the April 2024 Development Summary Report as prepared by Municipal Clerk, Kim Caseley. Unanimously carried.*

7.5 Financial Report - Bills Lists

7.5.1 Nil.

7.6 Summary Income Statement

7.6.1 Nil.

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 April 2024, as prepared by CUC Manager, Robert Wood. Unanimously carried.

8. New Business

8.1 Blue Communities Project

8.1.1 Committee of Council received staff information and reached a consensus not to pursue the steps required to become a 'Blue Community' at this time.

8.2 Signage Regulation - Discussion

8.2.1 Committee of Council received the information from staff and reached a consensus to maintain local signage regulation under the authority of the Province of PEI, opting not to draft regulations at this time.

8.3 Council Remuneration Bylaw - Discussion

8.3.1 Committee of Council received staff information and directed the CAO to prepare a RFD to amend the Remuneration Bylaw, resetting the Mayor and Council honorarium base effective November 2024, with annual increases based on inflation

9. Councillor Issues/Inquiries

9.1 Mayor Caseley provided a press release from DiverseCity announcing the upcoming event in Kensington this August 2024.

9.2 Mayor Caseley announced that Deputy Mayor Spencer will now represent the Town of Kensington on the Heart of PEI Committee.

9.3 Mayor Caseley congratulated Dennis Lowther, Water & Sewer Operations Manager, for recently achieving his Level 2 Water Distribution classification.

9.4 The Seniors Group will host their seasonal closing for the summer at the Senior Centre at noon on Wednesday, May 29.

9.5 KISH Relay for Life is scheduled for Friday, May 31.

9.6 Hon. Kim Pate will be in Kensington on May 31, 2024, for a presentation on Guaranteed Livable Basic Income.

9.7 Kensington Police Service is hosting the Annual Fishing Derby on June 1 and the Annual Bike Rodeo on June 15.

- 9.8** Councillor Gallant requested an update on the status of the finances. Mr. Baker provided an update on the ongoing HST audit and Gas Tax Audited Expenditure Reports. Ms. MacRae and staff continue to move forward with the year-end audit preparation.
- 9.9** Councillor Gallant inquired about the necessary repairs to the train engine. Mayor Caseley noted that he had previously discussed these repairs with the PEI Museum & Heritage Foundation, the group responsible for the engine's maintenance and upkeep. He will contact them again to inquire about the maintenance plan.
- 9.10** Councillor Toombs requested that the Public Washroom at the Railyards be opened for the season. It was also noted that many storyboards along the trail behind the Haunted Mansion require repair/replacement.
- 9.11** Councillor Doucette suggested writing a letter to the Department of Transportation requesting a 'no left turn' sign at the entrance to the Tim Hortons drive-thru located at 43 Broadway Street S. Mr. Baker noted that this request had been previously submitted without success. It was decided that Mr. Baker draft a resolution for Town Council to consider and be included in another letter to the Department of Transportation.

10. Correspondence

- 10.1** A letter from the Kensington Lions Club regarding their 70th Anniversary Celebration in November 2024 and requesting a financial donation.

Moved by Councillor Gallant, seconded by Councillor Toombs to recommend that Town Council approve a \$1,000.00 financial contribution to the Kensington Lion's Club for their 70th Anniversary Celebration scheduled for November 2024.

Unanimously carried.

11. In-Camera (Closed Session)

- 11.1** *Nil.*

12. Adjournment

12.1 *Moved by Councillor Toombs, seconded by Councillor Doucette to adjourn the meeting at 7:51 pm. Unanimously carried.*

Geoff Baker,
CAO

Rowan Caseley,
Mayor

Town of Kensington
Minutes of Special Committee of Council Meeting
Wednesday, June 26, 2024
7:00 PM (Following Public Meeting)

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

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

1. Calling of Meeting to Order

1.1 Mayor Caseley called the meeting to order at 7:00 PM and welcomed Council members and staff to the June 26 Committee of Council Special 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 Toombs to approve the tentative agenda for the June 26, 2024 Committee of Council Special Meeting.*

Unanimously carried.

3. Declaration of Conflict of Interest

3.1 *Nil.*

4. New Business

4.1 Re-Zoning Application – PID No 792580

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

THAT Committee of Council authorize the CAO to proceed with the bylaw and Official Plan amendment application for PID No. 792580 and to proceed with scheduling the required public consultation.

Unanimously carried.

4.2 Application to the Canada Games Legacy Fund - Discussion

4.2.1 Committee of Council discussed the recent presentation by the Kensington Pickle Ball Club to Town Council requesting the Canada Games Legacy Fund to be utilized to construct pickleball courts in the Town.

***Councillor Gallant** expressed his support in submitting an application to the Canada Games Legacy Fund for the development of new pickleball courts.*

***Councillor Doucette** noted that Pickleball is a quickly growing sport and inquired if it was possible to modify the existing and recently re-developed, courts at Kensington Intermediate Senior High School. He recommended that an application be submitted, as a no-lose situation.*

***Councillor Gallant** confirmed that tennis courts might be able to be converted to better suit pickleball, but tennis would no longer be available. He expressed concern that the land is owned by the School Board and not the Town, limiting what can be done.*

***Mayor Caseley** noted that the Credit Union Centre manager submitted an application to the Canada Game Legacy Fund for the replacement of the existing Zamboni. Mr. Baker confirmed that a Council resolution would be required to support the application.*

***Mr. Baker** recommended that the application include 6 courts instead of 4, an adequate parking lot, and washroom facilities. It's estimated the development would be in the \$400,000 range.*

***Councillor Toombs** supported the idea of modifying the existing courts at KISH. Mr. Baker confirmed that the Town would be required to own the property in order to qualify for the Canada Games Legacy Fund.*

***Councillor MacRae** discussed the possibility of utilizing the Credit Union Centre during the summer months. It was noted that the space is too large, and the cement floor is not suitable for playing pickleball.*

***Mayor Caseley** noted that a cost estimate to support the application will be compiled by WSP. September 30 is the application deadline.*

The general consensus of all members of the Committee of Council was to direct Mr. Baker to compile and submit an application to the PEI Canada Games Legacy Fund for the construction of 6 pickleball courts, parking lot, and washroom facilities.

4.3 Kensington Community Action Plan to Prevent and End Gender-Based Violence – Discussion on potential meeting dates

4.3.1 Committee of Council selected August 7, 2024 at 6:00 pm for the Kensington Community Action Plan to Prevent and End Gender-Based Violence group session.

5. Correspondence

- 5.1** A letter from the Minister of Justice and Public Safety announcing the launch of the PEI 2024 Public Survey on Policing. Council and residents are encouraged to participate.

6. Adjournment

Moved by Councillor Toombs, seconded by Councillor MacRae to adjourn the meeting at 8:02 PM. Unanimously carried.

Geoff Baker,
Chief Administrative Officer

Rowan Caseley,
Mayor

Town of Kensington

CAO's Report for Committee of Council - September 2024

Item #	Project/Task	Status
1	34-Unit Housing Development - PID 76174	The development permit certificate has been issued and construction has started. We continue to work with the developer and neighbouring property owners regarding any development related issues.
2	Victoria Street West Infrastructure Extension	The contract for the extension of the water and sewer services was awarded to Curran and Briggs. Work on the project began on September 3rd. The Capital Investment Plan and funds transfer form was submitted and subsequently approved by the Canada/PEI Infrastructure Secretariat to allow the Town to reallocate gas tax funds (CCBF) towards the project. The water line has been installed, tested and passed. The sewer line has been installed and passed. One of the manhole structures failed its vacuum test and is currently being addressed.
3	24-Unit Housing Development - PID 1050095	The development permit certificate has been issued and construction has started. We are currently dealing with the developer on appropriate connections and issues around access to the property.
4	20-Unit Housing Development - PID No. 1036011	The development permit certificate has been issued and construction has started. We are currently dealing with the developer around the water and sewer connections. The developer has agreed to the installation of a treeline on the north side of the property, which was requested by neighbouring property owners.
5	Ranchland Estates Subdivision	We have received a preliminary subdivision plan for the property. The plan was being reviewed by DV8 Consulting however we have been advised that an alternative plan for the property may be coming forward. Once a Plan has been finalized it will be brought forward for consideration by Town Council.
6	Legion Re-Zoning Application (PID No. 79749)	No further action has been taken on this re-zoning application as we await further information (subdivision and concept plan) from the Legion to enable the application to move forward.
7	Green Space (School Street Parking Lot) Development	The tender for this project has been closed and a recommendation for contract award has been provided by WSP. It is recommended by that the project be deferred until such time as an adequate funding source is identified and secured.
8	Streetlight Policy	A draft of the proposed Streetlight Policy has been circulated with the tentative agenda package.
9	Website	NO UPDATE All information has been provided to the website developer. They are currently installing the framework.
10	Revenue Sharing Negotiations	NO UPDATE I continue to meet with the FPEIM and other impacted municipalities on a regular basis regarding upcoming revenue sharing negotiations between municipalities and the Province of PEI. I attended a presentation from the RCMP to municipalities on Thursday, August 29th where they outlined the types of services offered to municipalities across the Island. The FPEIM awarded a contract to MRSB to undertake a needs assessment for select Town's on PEI. Mayor Caseley and I met with MRSB (virtually) on September 3, 2024 to outline the present and future capital and operational needs of the Town of Kensington.
11	Bylaw Amendment - Re-Zoning Application - PID 77768	Documentation has been completed and submitted to the Province of PEI to facilitate the completion of the bylaw amendment.
12	Bylaw and Official Plan Amendment - PID No 792580	Approval of this amendment has been received from Minister Lantz and the applicant has been advised.
13	Pickleball Court Funding Application	I am still waiting on the cost estimate from WSP. The application will be submitted prior to the deadline of September 30, 2024.
14	Kensington Community Action Plan to Prevent and End Gender Based Violence	A memo and draft Community Action Plan has been circulated with the tentative agenda package for consideration.
15	1960 Fire Department Pumper Truck	A memo has been circulated with the tentative agenda package for consideration.
16	Bus Stop	The metal bench structure has been installed. A wooden seat will be added on Monday, September 23rd to allow pedestrians to sit while waiting for the bus.
17	Credit Union Centre Trail Extension	NO UPDATE The Kensington North Watershed Association has received funding approval to construct the second phase of the Credit Union Centre Trail project. The trail has been surveyed and some preliminary work has been completed. They are currently waiting on regulatory approvals to complete the project.
18	2024 Credit Union Centre Ice Season	The Credit Union Centre Ice was installed on September 16, 2024.
19	Canada Community Building Fund (CCBF - Gas Tax)	The Capital Investment Plan templates have been provided to the Town for it's 2024-2029 CCBF direct allocation. A memo has been circulated with the tentative agenda package requesting Committee's consideration.
20	Business Park Lot Sales	I am currently negotiating the sale of two lots (two parties) in the Business Park. Further information will be provided as these negotiations progress.

**Kensington Fire Department
Occurrence Report 2024**

Description	January	February	March	April	May	June	July	August	September	October	November	December	YTD total	% Total
Medical First Responder	3	3	3	6	1	3	6	3					28	23.53%
Motor Vehicle Accident	5	3	1	2	3	5	4	8					31	26.05%
Emergency Response - Fuel Spill, etc	0	0	0	0	1	0	3	1					5	4.20%
Fire Related														
Smoke Investigation	1	1	0	4	0	2	2	0					10	8%
Outside Fire - Brush, Grass, Utility Pole, etc.	1	1	1	1	0	2	0	0					6	5%
Structure Fire - House, Building, Vehicle, etc.	2	0	0	4	3	1	3	0					13	11%
Alarms	2	2	4	2		4	5	3					22	18%
Total Fire Related	6	4	5	11	3	9	10	3	0	0	0	0	51	
Total Incidents	14	10	9	19	8	17	23	15	0	0	0	0	115	
Mutual Aid Call Out	1							2				1	4	3%
Total Incidents (Including Mutual Aid Provided by KFD)	15	10	9	19	8	17	23	17	0	0	0	1	119	100%
Mutual Aid Call in														
Firefighter Attendance	11	12	10	13	13	13	12	10						12
Regular Monthly Training - No. of Firefighters	24	19	19	23	18	22	22							21
Training School/Association Meeting/Department Meeting		18	19	19	20	23		21						20
Call Area														
Kensington	4	3	5	4	1	4	7	5					33	27.97%
Malpeque CIC	0	1	0	2	1	4	9	4					21	17.80%
Zone's 1 to 5	10	6	4	13	6	9	7	6					61	51.69%
Other	1							2					3	2.54%

Kensington Fire Department August 2024 Fire Report

The Kensington Fire Department responded to 17 calls in August. Following is a breakdown of calls:

Date	Call Details	Location	# Firefighters	# Trucks
Aug 2 16:28 pm	MVC - Single Vehicle	Clermont	15	1 Stand down enroute
Aug. 6 03:21 am	Water needed for structure fire in Borden	Borden- Carleton	4	2
Aug. 6 04:48 am	More help needed for structure fire in Borden	Borden- Carleton	12	1
Aug. 11 14:10 pm	MVC Rollover	Blue Shank Rd.	17	2
Aug. 16 16:04 pm	MVC - Single Vehicle	Rte. 2 Kensington	9	Stand Down
Aug. 19 11:24 am	MFR - breathing problems	Kensington	3	1
Aug. 19 11:25 am	MVC - 2 Vehicles	Indian River	13	1
Aug. 21 03:07 am	Residential Fire Alarm	Sea View	6	1
Aug. 22 15:03 pm	MVC - multiple vehicles	Norboro	11	2
Aug. 24 01:22 am	Sailboat in distress	Schurman's Pt.	11	2
Aug. 24 15:53 pm	MVC - auto vs pedestrian	Kensington	10	2
Aug. 25 00:19 am	MVC - Single Vehicle	Traveller's Rest	12	2

Aug. 25 14:07 pm	MVC - Motorcycle	Sea View	15	1
Aug. 25 17:23 pm	Commercial Fire Alarm	Kensington	6	1
Aug. 27 00:51 am	MFR - Cardiac Arrest	Spring Valley	6	1
Aug. 29 11:53 am	Commercial Fire Alarm	Kensington	10	Stand Down
Aug. 30 15:04 pm	MFR - Cardiac Arrest	Kensington	7	Stand Down

Aug. 6 - Association meeting with 21 present.

Aug. 17 - Parade - trucks in the parade and provided traffic control.

Aug. 17 - Open house at the fire hall with hot dogs, fire truck rides, etc.

Aug. 21 - Firefighters' Challenge at Credit Union Centre

Rodney Hickey
Chief

Police Department Occurrence Report Summary 2024														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
911 Act		2	1				1	3					7	1.30%
Abandon Vehicle								1					1	0.19%
Alarms	4	2	2	6	2	2	6	4					28	5.19%
Animal Calls		1				2	2	1					6	1.11%
Arson													0	0.00%
Assault PO													0	0.00%
Assault with Weapon													0	0.00%
Assaults (Level 1)		1	2	2	2			1					8	1.48%
Assistance Calls							2	3					5	0.93%
Breach of Peace						2	3	4					9	1.67%
Breach of Recognizance													0	0.00%
Break and Enter (business)													0	0.00%
Break and Enter (other)						1							1	0.19%
Break and Enter (residence)					2	1	2	1					6	1.11%
Carry concealed weapon													0	0.00%
Child Pornography	1				1								2	0.37%
Child Welfare			1		1								2	0.37%
Coroner's Act	2	1		1									4	0.74%
Crime Prevention						1							1	0.19%
Criminal Harassment	1			1									2	0.37%
Dangerous Driving	1		1			1							3	0.56%
Disturbing the Peace				1				1					2	0.37%
Dog Act	1	1				2							4	0.74%
Driving while disqualified	1												1	0.19%
Drug Files	1		1		4		1						7	1.30%
Excise Act													0	0.00%
Fail to Comply Probation			1										1	0.19%
Fail to comply undertaking			1		1	1							3	0.56%
Fail to remain at scene of accident	1						2						3	0.56%
Family Relations Act							1						1	0.19%
Fire Prevention Act													0	0.00%
Firearm Act	1	1					1	2					5	0.93%
Forcible confinement													0	0.00%

Police Department Occurrence Report Summary 2024														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Fraud	3		1		3	1	2						10	1.86%
Funeral Escorts	5	1		2	7	5		2					22	4.08%
Harrassing Communication		1					1						2	0.37%
Impaired Driver		3	1		2	2							8	1.48%
Information Files	1	3		1	1			2					8	1.48%
Injury Accidents													0	0.00%
Liquor Offences			1				1						2	0.37%
Litter Act													0	0.00%
Lost and Found	1	3	3	3	3	3	1	3					20	3.71%
Luring Minors		1		1									2	0.37%
Mental Health Act	1	2		2	3		1	1					10	1.86%
Mischief	1	1	3	4	2	3	4	1					19	3.53%
Motor Vehicle Accidents	5	3	2	3	3	3	1	3					23	4.27%
Motor Vehicle Act	7	6	6	7	6	9	7	16					64	11.87%
Municipal Bylaws	1			2									3	0.56%
Off Road Vehicle Act													0	0.00%
Other Criminal Code													0	0.00%
Person Reported Missing			1			1							2	0.37%
Possession of restricted weapon					1	1							2	0.37%
Property Check													0	0.00%
Resist Arrest													0	0.00%
Roadside Suspensions													0	0.00%
Robbery													0	0.00%
Sexual Assaults / Interference				1		1							2	0.37%
STEP (Integrated Traffic Enforcement)													0	0.00%
Sudden Death													0	0.00%
Suspicious Persons / Vehicle			2		1	3	2	5					13	2.41%
Theft Of Motor Vehicle					1								1	0.19%
Theft Over \$5000													0	0.00%
Theft Under \$5000	1	1		1	5	2	5	3					18	3.34%
Trespass Act													0	0.00%
Trespass at Night													0	0.00%
Uttering Threats					1			1					2	0.37%

Police Department Occurrence Report Summary 2024														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Wellbeing Check	1		1	2	1	1		2					8	1.48%
SOTS Issued	33	7	42	27	16	26	10	25					186	35%
Total Incidents	74	41	73	67	69	74	56	85					539	100%
HTA Warnings		1	3	8	2	2		2					18	
Fine Revenue	\$3,635.00	\$1,095.00	\$7,331.00	\$4,352.00	\$2,379.00	\$4,059.00	\$1,790.00	\$3,294.00					27,935.00	
Foot Patrols in hours	3	2	3	3	3	2	4	5					25	
Community policing school	6	5	4	4	5	10							34	
Bike helmet checks				2	2	3	3	2					12	
Record Checks A (BC)	6,344	5,675	6,314	6,721	5,993	5,620	7,131	10,105					53,903	
Record Checks B (KPS)	8	5	9	8	10	9	10	5					64	
KPS assisting other agencies				2	3	5	1						11	
Other agencies assisting KPS	1							1					2	

Police Report August 2024

There were 4 alarm calls to report for this month.

Aug 6th @ 0601hrs – Valley truss, member attended.

Aug 6th @ 0746hrs – Maritime Harness, member attended.

Aug 17th @ 1437hrs – Kensington Legion, member attended.

Aug 27th @ 0007hrs – Kensington Vet Clinic, member attended.

Assistance files

Assist an elderly lady who fell

2 assistance EMS files

Year To Date Approved Development Permits Summary Report 2024

Development Permit Category	January	February	March	April	May	June	July	August	September	October	November	December	Total
Addition Residential additions/alterations									1				1
New Multi-unit Family Dwelling					3								3
New Residential Accessory Structure			1				1	3	1				6
New Residential Deck/Fence/Pools					2			1	1				4
Other Industrial					1								1
Other Residential Accessory Structure								1					1
Other Residential additions/alterations						1							1
Renovation Commercial									1				1
Renovation Residential Deck/Fence/Pools								2	1				3
Renovation Semi Detached Dwelling								1					1
Total:								1					22

Total Estimated Construction Value
\$180,000.00
\$16,800,000.00
\$57,500.00
\$33,500.00
\$3,000.00
\$5,000.00
\$200,000.00
\$36,500.00
\$55,000.00
\$17,370,500.00

DEVELOPMENT PERMITS REPORT

For the period September 06, 2024 to September 20, 2024

Permit Number	Date Permit Issued	PID	Applicant's Name & Address	Telephone Number	Permit Status	Work Type	Type of Construction	Value	Estimated Start	Estimated Finish
			Property Address							
Residential Accessory Structure										
21-2024	09/20/2024	921072	Jonathan MacDougall - [REDACTED]	[REDACTED]	Approved	New	Residential Accessory Structure	\$1,000.00	09/25/2024	09/25/2024
			7 Lions Drive				Description: Relocation of accessory structure.			
								Sub Total: \$1,000.00		
Residential additions/alterations										
20-2024	09/20/2024	697862	Mike Deslauriers - [REDACTED]	[REDACTED]	Approved	Addition	Residential additions/alterations	\$180,000.00	10/01/2024	05/31/2025
			38 Sunset Drive				Description: Construct new decking & 3 season room, installation of fence and pool.			
								Sub Total: \$180,000.00		
Residential Deck/Fence/Pools										
19-2024	09/09/2024	847772	Geoff Baker - [REDACTED]	[REDACTED]	Approved	Renovation	Residential Deck/Fence/Pools	\$14,000.00	09/09/2024	09/30/2024
			12 Rosewood Drive				Description: Replacement of front deck, construction of 10x16 back deck			
								Sub Total: \$14,000.00		
								Total: \$195,000.00		



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

For Office Use Only	
Permit #:	19-2024
Date Received:	Sept 9/24
Date Approved:	Sept 9/24
PEI Planning:	
Permit Fee: \$	50.- <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 12 Rosewood Drive Property Tax Number (PID): 847772
 Lot No.: _____ Subdivision Name Princeton Subdivision Current Zoning: R1
 Are there any existing structures on the property?: No Yes, please describe:
Single Family Detached House

Land Purchased from _____ Year Purchased 2007

Location of Development	Property Size	
<input type="checkbox"/> North <input type="checkbox"/> East	Road Frontage <u>~98 Feet</u>	Acreage <u>~0.4</u>
<input type="checkbox"/> South <input type="checkbox"/> West	Property Depth <u>~187 feet</u>	Area sq. ft. <u>~18,000</u>

2. Contact Information

APPLICANT Name: Geoffrey Baker Address: _____
 Phone: _____
 Email: _____ Postal Code: C0B 1M0

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

CONTRACTOR, ARCHITECT OR ENGINEER Name: Doug Costaine Address: _____
 Phone: _____
 Email: _____ Postal Code: _____

3. Infrastructure Components

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

4. Development Description

New Building Renovate Existing Addition Demolition Other Deck

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

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

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
			Width _____ Length _____

Detailed Project Description: Build a 10x16 deck on the back of the house (rearyard) and replacement of front deck.

Front deck may expand in size by 2 feet in width.

Estimated Value of Construction (not including land cost): 14,000

Projected Start Date: September 9, 2024 **Projected Date of Completion:** September 30, 2024

Please provide a diagram of proposed construction:

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

See attached.

I DO SOLEMNLY DECLARE & CERTIFY:

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

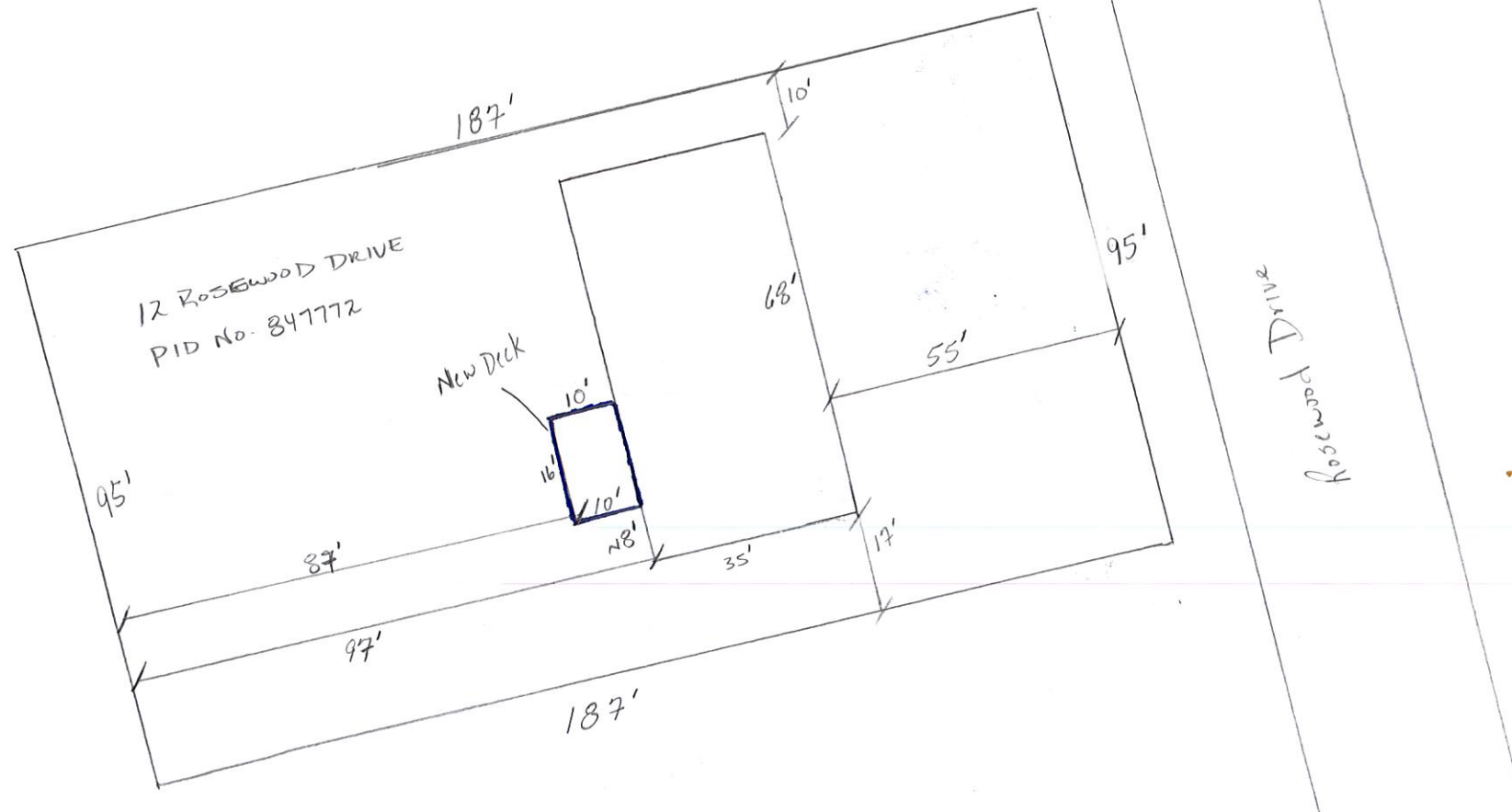
Further, I realize that the payment of monies for this application does not constitute approval of a permit nor approval to commence any part of the work applied for.

Signature of Applicant



Date: Sept. 9/2024

12 ROSEWOOD DRIVE - DECK ADDITION



- * Deck is approximately 18" above grade
- * Screwpile foundation



Mailing Address:
55 Victoria Street E
PO Box 418
Kensington, PE
C0B 1M0
Tel: 902-836-3751
Fax: 902-836-3741
Email: CAO@kensington.ca
Website: www.kensington.ca

For Office Use Only	
Permit #:	20-2024
Date Received:	Sept 3/24
Date Approved:	Sept 20/24
PEI Planning:	
Permit Fee: \$	100.- <input type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 38 Sunset Drive Property Tax Number (PID): 697862
 Lot No.: _____ Subdivision Name: _____ Current Zoning: R1
 Are there any existing structures on the property?: No Yes, please describe:
15' x 11' x 3.6' h wooden deck on back of house

Land Purchased from _____ Year Purchased 2023

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

2. Contact Information

APPLICANT Name: Mike Deslauriers Address: _____
 Phone: _____ Cell: _____
 Email: _____ Postal Code: C0B 1M0

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

CONTRACTOR, ARCHITECT OR ENGINEER Name: See attached site plan Address: _____
 Phone: _____ Cell: _____
 Email: _____ Postal Code: _____

3. Infrastructure Components

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

4. Development Description

New Building Renovate Existing Addition Demolition Other _____

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

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

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
_____	_____	_____	Width _____ Length _____

Detailed Project Description: Remove existing deck and add 15' x 20' sunroom attached to back of house.
Add 16' x 26' above ground oval pool and surround pool and sunroom with decking. Add 10' x 16' storage shed.
Add chain link fences around back and sides of yard.

Estimated Value of Construction (not including land cost): \$180000.00

Projected Start Date: 1 Oct 24 **Projected Date of Completion:** May 25

Please provide a diagram of proposed construction:

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

Please see attached site plan

I DO SOLEMNLY DECLARE & CERTIFY:

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

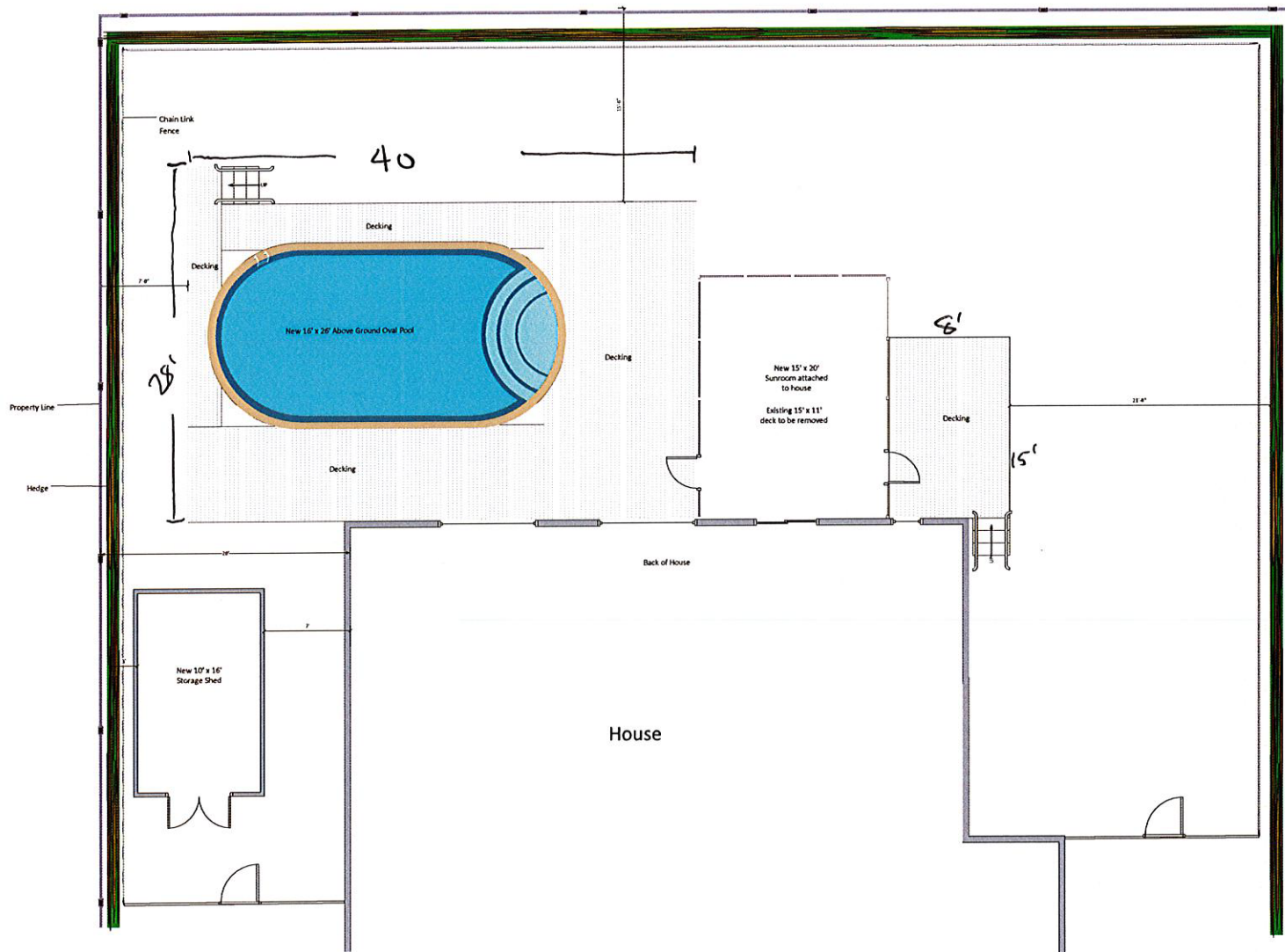
Further, I realize that the payment of monies for this application does not constitute approval of a permit nor approval to commence any part of the work applied for.

Signature of Applicant



Date: 3 Sep 24

Building permit site plan for 38 Sunset Dr. Kensington, PE COB 1M0



Proposed additions

- 15' x 20' sunroom addition – Sharpe Construction
 - 16' x 26' above ground oval pool – Island Hot Tubs and Pools
 - 10' x 16' shed – Old Hickory Buildings of Summerside
 - Decking around sunroom and pool – Sharpe Construction
 - Chain link fence around back/sides of property next to hedges – Eastern Fence
- Note – existing 15' x 11' x 3.6' h wooden deck on back of house top to be removed



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

For Office Use Only	
Permit #:	21-2024
Date Received:	Sept 4/24
Date Approved:	Sept 20/24
PEI Planning:	
Permit Fee: \$	100.00 <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 7 Lions Drive Property Tax Number (PID): 921072-000
 Lot No.: 4 Subdivision Name Kensington Lions Club Current Zoning: R1
 Are there any existing structures on the property?: No Yes, please describe:
Single family home + deck
 Land Purchased from Tyler + Sara Doucette Year Purchased 2021

Location of Development	Property Size	
<input type="checkbox"/> North <input type="checkbox"/> East	Road Frontage <u>109.55</u>	Acreage <u>0.19</u>
<input checked="" type="checkbox"/> South <input type="checkbox"/> West	Property Depth <u>100</u>	Area sq. ft. _____

2. Contact Information

APPLICANT Name: Jonathan MacDougall Address: [REDACTED]
 Phone: [REDACTED] Cell: _____
 Email: [REDACTED] Postal Code: C0B 1M0
 Same as Above:
 OWNER Name: _____ Address: _____
 Phone: _____ Cell: _____
 Email: _____ Postal Code: _____
 CONTRACTOR, ARCHITECT OR ENGINEER Name: Island Towing Address: _____
 Phone: _____ Cell: [REDACTED]
 Email: [REDACTED] Postal Code: _____

3. Infrastructure Components

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

4. Development Description

New Building Renovate Existing Addition Demolition Other Moving shed to property

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

Type of Foundation	External Wall Finish	Roof Material	Chimney
<input type="checkbox"/> Poured Concrete	<input checked="" type="checkbox"/> Vinyl Siding	<input checked="" type="checkbox"/> Asphalt	<input type="checkbox"/> Brick
<input type="checkbox"/> Slab	<input type="checkbox"/> Wood Shingles	<input type="checkbox"/> Steel	<input type="checkbox"/> Prefab
<input type="checkbox"/> Pier	<input type="checkbox"/> Steel	<input type="checkbox"/> Other	<input type="checkbox"/> Other <u>N/A</u>
<input checked="" type="checkbox"/> Other <u>No foundation</u>	<input type="checkbox"/> Other		

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
<u>1</u>	<u>N/A</u>	<u>N/A</u>	Width <u>10</u> Length <u>11</u>

Detailed Project Description: Moving shed to backyard of property.
Shed currently exists at another property so no construction. It
will be professionally moved and placed as seen below. Shed is 10x11.

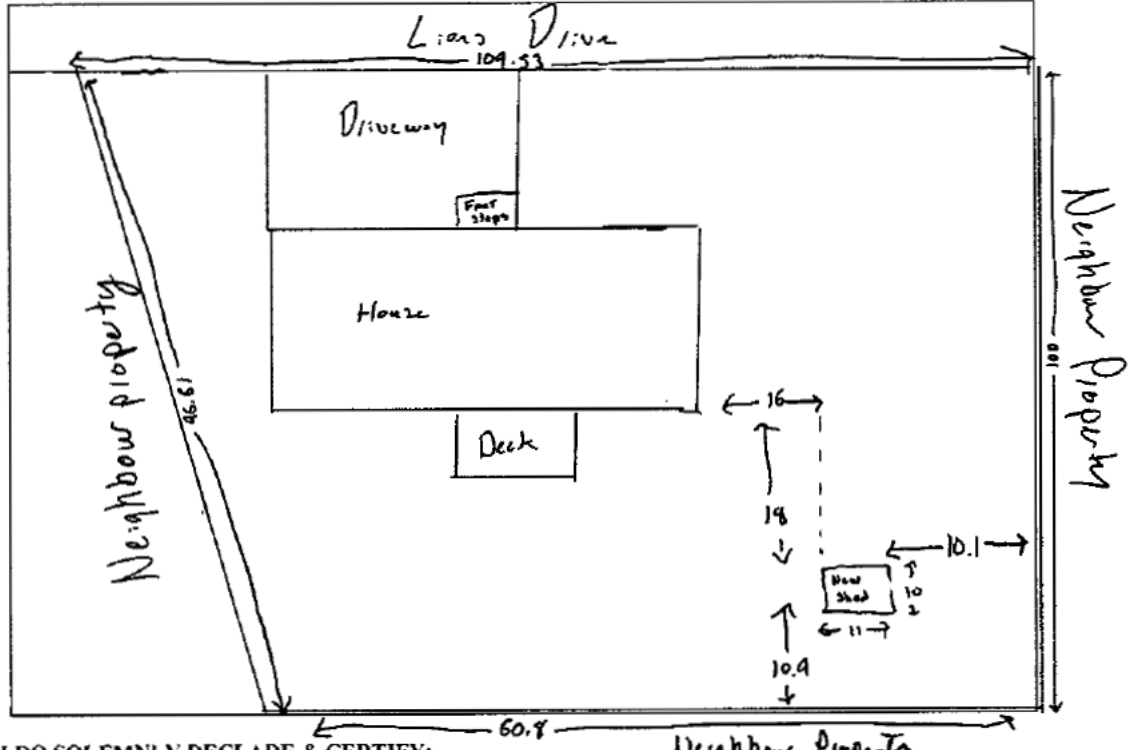
Estimated Value of Construction (not including land cost): \$1000 → Already own for Ryan

Projected Start Date: September 25, 2024 Projected Date of Completion: September 25, 2024

→ Measure of value exactly

Please provide a diagram of proposed construction:

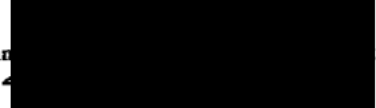
- a) Draw boundaries of your lot.
- b) Show existing and proposed buildings.
- c) Indicate the distance between buildings.
- d) Show location of driveway.
- e) Indicate distance to property lines.



I DO SOLEMNLY DECLARE & CERTIFY:

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

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

Signature of Applicant:  Date: September 3, 2024

TOWN OF KENSINGTON – MEMORANDUM

TO: MAYOR AND TOWN COUNCIL, CAO

FROM: ROBERT WOOD, CUC MANAGER

DATE: AUGUST 2024

SUBJECT: AUGUST 2024- CREDIT UNION CENTRE REPORT

ATTACHMENT: STATISTICAL REPORT

August 2024

Fitplex

- Hours of operation are 5:00 am – 11:00 pm daily.
- Staffed Hours are Monday to Thursday 4:00 pm-8:00 pm Friday 9:00am-1:00pm

Arena

- The Kensington Wild have notified us that they are hosting the Atlantic Championship's for the U18 AAA League on April 2nd - 6th, 2025 and will require use of the facility and all ice-times during these dates. They have been advised by CUC Management that the cost will be \$500.00 (HST included) per game plus an additional charge of \$1.00 per person in attendance for all games.
- Kensington Vipers Jr B are hosting the 2025 Atlantic's April 22nd- 27th, 2025. They have also been advised by CUC Management that the cost will be \$500.00 (HST included) per game plus an additional charge of \$1.00 per person in attendance for all games.
- Arena Start-up booked for Tuesday September 3, 2024, with rentals anticipated to begin on September 16, 2024 or earlier depending on how fast the ice goes in.
- Bookings are strong with Kensington Wild , Minor Hockey Conditioning camps and Kensington Area Figure Skating Club are all committed.

Kensington Cash Draw

- **August 7 138.00**
- **August 14 130.00**
- **August 21 132.00**
- **August 28 134.00**

Ball Fields

- Minor Ball Hosted a U9 Jamboree in August.
- Minor Ball and Rec Leagues are playing into September.

Senior Center

- NTR

Tennis \ Pickleball Courts KISH

- Two tennis court and one pickle ball (portable by the Local Pickleball Club) courts are set up for outdoor use

CUC Property

- Outdoor Ball hockey, trail by senior center, skate park, pond are all open and available to use.
- Electric Car charger is moved to the entrance of the arena by the Skateboard Park.
- Funding approval for trail extension was granted to the Kensington North Watershed and they will work with our staff for the additional trail. The addition trail was marked out and will be completed in September – October 2024.

Harvest Festival

Harvest Festival had 21 events over the 5-day period.

Great Turnouts for the Parade (71 entries plus Shriners), Golf Tournament (sold out), DIVERSECITY Approx 30 vendors and over 1000 attendees, and Food Alley (most vendors sold out) and future of these new events are positive.

Upcoming Events

- Arena opening September 16, 2024, for ice rentals
- December 1, 2024 Xmas Parade
- April 2nd – 6th, 2025 Wild Atlantic's
- April 22nd – 27th, 2025 Viper Atlantic's

TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: BALLFIELD DONATION REQUEST
DATE: 2024-09-20
ATTACHMENTS: BALLFIELD FINANCIAL ANALYSIS, DONATION REQUEST, DONATIONS POLICY

Background

A request has been received from Kevin Gallant and Brianna MacKay requesting Town Council's consideration of donating the ballfields to a co-ed charity softball tournament on the weekend of September 28th and 29th, 2024. The charity tournament is being used to fundraise for the local girl guides who are travelling to Toronto in the summer of 2025.

Circulated with this memo is a financial analysis provided by CUC Manager Robert Wood regarding the annual revenue and expenses associated with operating the ballfields. Revenues are indicated at \$17,859 (actual to September 18) with expenses at \$26,590 (estimated) resulting in an estimated annual net loss of \$8,730. The current daily rental rate for the ballfields is \$125.00 plus HST per field (\$143.75). The rental rate for two fields for two days is \$500.00 plus HST (\$575.00).

$\$125 \text{ per day} \times 2 \text{ fields} = \$250.00 \times 2 \text{ days} = \$500.00 \text{ plus HST} = \underline{\$575.00}$

Also circulated with this memo is Town Council's current Donations Policy.

Discussion

Based on the net financial loss associated with the operation of the ballfields, it is not recommended that Town Council donate the ballfields. If Town Council would like to donate the value of the field rental for the two days, I would suggest donating through Town's Council's General Government Donations and Grants, so that Credit Union Centre revenue is not impacted.

Options for Consideration

1. Donate the ballfields as requested.
2. Donate, through Town Council's Donations and Grants, to the fundraising event in the amount of the 2-day rental.
3. Donate a different amount through Town Council's Donations and Grants.
4. Not donate to the event.
5. Include a donation to the Girl Guides Trip to Toronto through Town Council's 2025/26 Donations and Grants budget.

September 13, 2024

To the attention of the Town of Kensington board and councilors:

RE: Donation of use of Kensington ball fields

Hello,

As you are aware, we are planning a co-ed charity softball tournament on the weekend of September 28&29.

The idea of this tournament is to engage the people from within and outside of our community in a weekend of fun-filled softball games and to embrace the town of Kensington's community spirit. We are also using this opportunity as a fund-raiser for our local girl guides who will be travelling to Toronto next summer.

The girl guides, led by Jaunita Boucher, are going to be putting on the canteen for the weekend so we are requesting permission for them to use the canteen barn in between the fields as well.

We are requesting your donation for our use of the Kensington ball diamonds for the weekend's tournament, free of charge. We will be charging teams, per player, for their participation and if we do not have to cover the expense of the ball diamonds, we will be able to donate more funds to the girl guides.

Should you have any questions, please feel free to contact Kevin Gallant at 1-902-303-4660 or Brianna MacKay at 1-902-598-9728.

We appreciate your time and consideration!

Kindest Regards,

Kevin Gallant & Brianna MacKay

Ballfield Financial Analysis 2024

Revenue (projected to end of season)

Ball Fees \Tournament	\$7,606.53
Student Wage Grants (16.02\hour \8 weeks \2 students)	\$10,252.80

Total Revenue **\$17,859.33**

Staffing	\$13,800.00
Field Stripe	\$1,200.00
White Foul Line Spray Cans	\$200.00
Fuel (80\week\23 weeks)	\$1,840.00
Field Rolling	\$600.00
Batting Cage install\uninstall	\$400.00
Protective Netting Install\Uninstall	\$1,000.00
Brick Clay\Top Soil\Rock Dust	\$500.00
Repairs \Maintenance(mower\fencing\etc..	\$2,000.00
Washroom Supplies	\$750.00
Ballfield Canteen Electric Bill	\$300.00
Depreciation	\$4,000.00

Total **\$26,590.00**

Net Loss **-\$8,730.67**

Capital Items (recent)

Dugouts 2 new 2022-2023	\$24,000.00
Gates	\$9,000.00
Lights Repairs 2023	\$3,200.00
Fields Graded (5-10 years each field)	\$6,000.00 per field
Snow fencing	\$800.00
Lawn Mower \Tractor replacement	\$17,000.00
Total	\$60,000.00



Town of Kensington Policy

Policy Title:	Donations Policy	Policy Number:	01-103-12
Committee:	Finance & Administration	Approval/Effective Date:	December 10, 2012

Title

This policy is entitled the “Donations Policy

Purpose

This policy has been developed to assist Town Council in administering its annual donations budget as well as providing guidance on the allocation of funds to applicants. The maximum funds available for donations will be determined by Council during the preparation of the annual budget.

Objectives

1. To provide Council with a consistent response to requests for donations.
2. To provide clear procedures for staff when responding to requests for donations.
3. To ensure donations are administered in a fair and consistent manner.

Definition

Donation: Any direct monetary contribution that is not eligible for assistance under any other Town program.

Guidelines

1. Requests for consideration of a donation must, at minimum, include the following information:
 - Name, address and contact person for the requesting organization.
 - Details of Donation, i.e. amount requested, date requested, demonstration of need, details of how funds will be expended, how will the requesting organization

acknowledge Town Council's donation.

2. Council at its discretion may or may not grant a request for a donation for a single event or a number of events relating to the same cause.
3. All donation requests will be assessed based on availability of the requested resource, potential financial impact to the municipality, contribution to the well-being of members of the community, recognition of a worthwhile program/causes, and over-all community impact.
4. There will be ongoing consideration given to providing recognition in the form of donations/grants to local schools.
5. In making donations/grants, the municipality may impose such conditions and/or restrictions as it deems fit. The municipality's decisions regarding donations/grants are final.

Criteria

To be considered eligible for a donation an individual, group or organization shall:

- be based in or affiliated with the Town of Kensington;
- not be the recipient of any other financial or other type of support/assistance from the Town;
- agree to acknowledge Council's contribution in all publicity relating to the events or activity to which the donation applies;
- recognize that Council may at its discretion consider requests for amounts greater than the prescribed maximum and/or the distribution of funds outside the Town for events/causes which are of regional, provincial or national significance.

Other

1. The Town may publish a list of organization and grants or contributions in a newspaper circulating in the area.
2. An annual budget will be budgeted for the purpose of donations each year as deemed required by Council.
3. The amount budgeted for donations shall be evaluated as part of the annual budget deliberations.
4. Any and all former policies with respect to Donations are hereby repealed and this policy substituted therefore.
5. Any individual donation given in any year is not a guarantee for future donations.

Town of Kensington Donations Policy

Date of Passage: December 10, 2012

I certify that this policy was adopted by Town Council as indicated above.



Chief Administrative Officer

December 11, 2012

Date

TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: CANADA COMMUNITY BUILDING FUND – GAS TAX – CAPITAL INVESTMENT PLANS
DATE: 2024-09-20
ATTACHMENTS:

Background

The Town has been advised by the Infrastructure Secretariat that Capital Investment Plans can now be submitted under the new Canada Community Building Fund (DA-CCBF) Agreement covering fiscal years 2024/25 through 2028/29. The total allotment for the Town over the 5-year period is \$892,880.52, broken down as follows:

2024/25	\$168,346.41
2025/26	\$176,881.83
2026/27	\$176,881.83
2027/28	\$185,385.23
2028/29	\$185,385.23
Total	<u>\$892,880.53</u>

The eligible funding categories under the CCBF are as follows:

Public Transit	Community Energy Systems
Local Roads, Bridges and Highways	Brownfield Redevelopment
Short Sea Shipping	Recreation Infrastructure
Regional and Local Airports	Resilience
Solid Waste	Sport Infrastructure
Drinking Water	Tourism Infrastructure
Broadband Connectivity	Wastewater
Cultural Infrastructure	Firehalls and Fire Station Infrastructure
Capacity Building	

Staff have developed a proposed Capital Investment Plan to allocate all 2024-2029 DA-CCBF Funds to the following projects.

<u>Project</u>	<u>Estimated Budget</u>
Town Hall Solar Panels	\$135,000.00
Playground Equipment	\$52,880.52
Broadway Street S Sidewalk Replacement (Pole Relocate)	\$125,000.00
Baffle Installation – Wastewater Treatment Plant	\$385,000.00
Freight Shed Upgrades	\$50,000.00
Speed Radar Signs (7)	\$25,000.00
<u>Inflow and Infiltration Study – WW Collection System</u>	<u>\$120,000.00</u>
<u>Total</u>	<u>\$892,880.53</u>

Discussion

The proposed projects are supported by the goals and strategies contained within the Town’s Strategic Planning document, more specifically:

- Strategy 2.1.2 Ensure sidewalks are adequately maintained and extended in new areas, where feasible.
- Strategy 2.1.4 Promote and enhance public spaces and trails.
- Strategy 2.1.5 Promote and facilitate community access to the right mix of recreational opportunities that meet the needs of the population.
- Strategy 2.3.1 Promote and support recreational activities and events for families and youth.
- Strategy 3.3 Prioritize investments in infrastructure modernization and technology advancements that will positively impact future generations
- Strategy 4.3 Deliver a reasonable quality of service that meets the needs of the community.

Potential Options for Consideration

1. Recommend to Town Council the approval of the 2024-2029 proposed Capital Investment Plan as recommended.
2. Recommend to Town Council the approval of the 2024-2029 proposed Capital Investment Plan with amendments
3. Alternative direction as deemed appropriate by Committee of Council.

TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: COMMUNITY ACTION PLAN TO PREVENT GENDER-BASED VIOLENCE
DATE: 2024-09-20
ATTACHMENTS: COMMUNITY ACTION PLAN

Background

The Town partnered with the PEI Advisory Council on the Status of Women in the development of a Community Action Plan to Prevent Gender-Based Violence. A meeting with representatives from the Advisory Council was held on August 7, 2025, where potential action plans were discussed with Town Council. Based on that discussion, a draft of the Plan was circulated to Mayor Caseley and I on August 28th. We provided feedback, resulting in the final draft that is circulated with this memo. The Plan is deemed to be meaningful and achievable.

Recommendation

It is recommended that Committee of Council recommend to Town Council, the adoption of the Town of Kensington Community Action Plan to Prevent Gender Based Violence, and that such Plan be adopted at the regular meeting of Town Council scheduled for October 15, 2024.

TOWN of KENSINGTON

COMMUNITY ACTION PLAN to PREVENT GENDER-BASED VIOLENCE

GOAL: To engage people and groups across the Kensington community in achievable actions that contribute to preventing gender-based violence.

PRIORITIES FOR ACTION: Actions respond to five priorities set out by Kensington residents in consultations: a) Community Connections and Engagement; b) Education, Awareness, and Resource Accessibility; c) Early Intervention and Prevention; d) Supporting Survivors; and e) Policy Change and Advocacy.

September 2024 - August 2026

#	ACTION	RESPONSIBLE	LEAD CONTACT	RESOURCES	OUTCOMES/IDEAS	TIMELINE
1	Make a public declaration against Gender-Based Violence, and an announcement of the community action plan	Kensington Town Council	Mayor Caseley	PEIACSW staff to assist	<ul style="list-style-type: none"> * Public declaration supported by communications plan (news releases) regarding commitment to end gender-based violence and information about the community action plan * Visibility, approachability, commitment, and unity of message from Town of Kensington 	Fall 2024
2	Develop new signage sharing key messages related to gender-based violence prevention for use at community events	Town of Kensington	Town of Kensington staff	To be determined, based on specs of signs	<ul style="list-style-type: none"> * Pop-up sign that can be used at variety of community events * Banner that can be carried for Walk in Silence or hung at community events * Billboard at Tims drive-through * QR code on signs that lead to resource information 	By Family Violence Prevention Week, May 2025 and ongoing
3	Identify opportunities to include and engage newcomers to Kensington in community activities, and to explore funding to support activities	Town of Kensington	Town of Kensington staff	Community-group partner	<ul style="list-style-type: none"> * Identify a community organization to partner with to identify opportunities and, together, set a continuous process to identify opportunities for inclusion * Apply for funding for newcomer engagement through GEDI funding stream - funding specifically aimed at gender-based violence prevention * Leverage this action plan for funding opportunities. 	2026 and ongoing

#	ACTION	RESPONSIBLE	LEAD CONTACT	RESOURCES	OUTCOMES/IDEAS	TIMELINE
4	Bolster success of annual Walk in Silence to prevent family violence with addition of a guest speaker and promotion plan	Town of Kensington, through Kensington Police Services	Police Chief	PAC Family Violence Prevention mini grant	* Increased awareness, visibility, and attendance at annual Walk in Silence, with increased engagement, such as a speaker or a social time incorporated into the event	Family Violence Week, May 2025
5	Create, distribute, and place family violence information stickers for washrooms throughout Kensington area	Town of Kensington, with distribution support from community groups	Town of Kensington, through the Kensington Police Service and Municipal Clerk staff	Town designs and prints new stickers Distribution through community groups such as church groups and the Chamber of Commerce	* Creation of a family violence information sticker with Kensington branding and a QR code for more information * Placement of stickers in all washrooms of Town facilities and all public washrooms in Kensington * Encouragement from Town for local schools and businesses to place stickers in their washrooms * Placement of all stickers in washroom facilities throughout the community and surrounding area	By Family Violence Prevention Week, May 2025
6	Set up prominent purple ribbon displays and distribution in public spaces including Town Hall, schools, libraries, and businesses across the Town of Kensington and surrounding area	Town of Kensington, with distribution support from Chamber of Commerce, Home & School	Kensington Police Service	500 purple ribbons on bookmarks, provided at no cost through PEIACSW	* Distribution of 500 purple ribbons between the International Day for Elimination of Violence Against Women and the National Day of Remembrance and Action on Violence Against Women * Purple Ribbon bookmark in every book checked out of Kensington library	November 25 to December 6, 2024 & November 25, 2024 to December 6, 2025
7	Add the Purple Ribbon symbol on Town water bills	Town of Kensington staff	Town of Kensington staff	Purple ribbon image provided by PEIACSW	* Purple ribbon symbol on all Town utility bills providing a link for more information/resources	Fall 2024 and ongoing
8	Take advantage of training opportunities in gender-based violence to model leadership and signal commitment to ending violence	Town of Kensington to support, promote,	Town Council	Training resources available in PEI such as SHIFT, FVPS	* All Council members and staff trained in some aspect(s) of gender-based violence prevention, for example: SHIFT training from Human Rights Commission	Training to take place throughout 2025/2026

#	ACTION	RESPONSIBLE	LEAD CONTACT	RESOURCES	OUTCOMES/IDEAS	TIMELINE
		fund and host training		outreach, Occupational Health and Safety, UPEI continuing education	* Partnership with community organizations for training opportunities to be made available to and taken up by employers in the region	
9	Monitor progress on this action plan and report on—and celebrate—accomplishments!	Town of Kensington Council	Mayor and CAO		* Ensure there is a short (1-2 minute) update on action plan progress on the agenda at each Council meeting	Until the completion of the action plan

DRAFT

TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: DRAFT STREETLIGHT POLICY
DATE: 2024-09-20
ATTACHMENTS: DRAFT STREETLIGHT POLICY

Background

It is the responsibility of the Town of Kensington to install streetlighting in the Town for the safety and security of residents. Streetlighting is installed for pedestrian safety, vehicular safety and protection of property. The Streetlight policy establishes the procedure for installing streetlights and the standard to which streetlights are to be installed.

As part of the evaluation of the Policy Town Councillors should deliberate on whether they would like to provide streetlighting along private roads where certain conditions are met (the specific clause within the attached draft policy is highlighted for Councillors information).

Options for Consideration:

1. Recommend the adoption of the policy to Town Council for their October regular meeting.
2. Recommend the adoption of the policy to Town Council for their October regular meeting with amendments.
3. Direct staff to make changes to the policy for Committee of Council to consider at their October regular meeting.
4. Not adopt a Streetlight Policy.

Town of Kensington Policy

Policy Title:	Street Lighting	Policy Number:	01-105-01
Department:	Public Works	Approval/Effective Date:	

1. Introduction

1.1 It is the responsibility of the Town of Kensington to install street lighting in the Town for the safety and security of residents. Street lighting is installed for pedestrian safety, vehicular safety and protection of property. This policy establishes the procedure for installing streetlights and the standard to which streetlights are to be installed.

2. Authority

2.1 The Town Council shall be the sole authority for street lighting in accordance with this policy, and subject to available budget resources. Street lighting shall be rented from Maritime Electric and installed on their poles. Existing street lighting locations will remain unchanged. Requests for new street lighting along existing roads shall be made to Town Council through the Chief Administrative Officer.

3. Street Light Placement – New Subdivisions

3.1 Street lighting in new subdivisions shall be installed according to this policy, at the expense of the subdivision developer. Upon commissioning of the subdivision, the Town will take responsibility for the rental of the street lights.

4. Street Light Placement – Public Roads

3.1 The placement of street lights shall generally be no closer than every second pole.

3.2 Street lights may be installed closer than every second pole or further away than every second pole if, in the opinion of Town Council, such installations are necessary and safe, having regard for traffic volumes, pedestrian activity, accident history, or other potential hazards.

3.3 In approved areas, street lights will be installed on utility poles owned by Maritime Electric (or other utility) as per their regulations, i.e. type, length of arm, etc. It will be requested to Maritime Electric that street lights be installed using industry best practices when placing lights.

3.4 Individual requests for the addition of street lights along existing public roads will be considered for placement on all public roads if the following conditions are met:

- a. A written request to Town Council from the owner of a residence for a specific location, accompanied by a sketch of the area outlining the residences, utility poles and existing lights in the immediate area.
- b. Lighting the area in front of a church, community hall, or other public place.
- c. In an area deemed to be hazardous and that would benefit from lighting.

5. Street Light Placement – Private Roads

5.1 Approval will be considered for the placement of a new street light on private roads where four or more permanent year-round dwellings are located, if the following conditions are met:

- a. A written request from the owner of a residence to Town Council for a specific location, accompanied by a sketch of the area outlining the residences, utility poles and existing lights in the immediate area.
- b. In an area deemed to be hazardous and that would benefit from lighting.
- c. Streetlights shall only be placed on existing poles, and in cases where a new pole is required, it will be the responsibility of the person requesting the street light to pay all associated costs for the new pole.

6. Removal, Relocation, Addition and Maintenance of Street Lights

6.1 Street lights may be removed or relocated at the request of a resident, in accordance with this policy.

6.2 The addition of street lights to the municipal inventory will only be done by approval of Town Council, as set out in sections 3 and 4 above.

6.3 All street lights requiring maintenance and/or repair will be reported to Maritime Electric as soon as reasonably possible to ensure public safety.

7. Underground Lighting

7.1 The Town will accept responsibility for the rental of post top, lantern style street lighting along public streets where underground wiring is installed provided the wiring and base are installed (at the cost of the developer) to the requirements of Maritime Electric.

8. Exceptions to Policy

8.1 All exceptions to this policy shall be approved by Town Council.

Date of Passage: _____

I certify that this policy was adopted by Town Council as indicated above.

Chief Administrative Officer

Date

DRAFT

TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: KENSINGTON FIRE DEPARTMENT - 1960 LAFRANCE PUMPER
DATE: 2024-09-20
ATTACHMENTS:

Background

The Town of Kensington (Kensington Fire Department) currently owns an antique 1960 LaFrance Pumper Truck. The truck is not operational and has not been utilized in fire department operations for approximately the past 20 years. The truck has historical value to the Town and the department; however, it does not comply with current ULC or NFPA standards and is not considered in the department's rating or pumping capacity.

With the purchase of additional apparatus' over the past several years, and the recent purchase of a side by side and trailer, there is no longer space in the fire hall to store the truck. The truck was recently moved outside the fire hall by the department and has since been relocated to a private barn on the Blue Shank Road for temporary storage (no cost involved at this point).

The Fire Department is requesting that Town Council designate the apparatus as surplus, and that the unit be disposed of.

Despite the truck's lack of utility, it does carry some historical significance. It represents a period in the town's development, particularly in the growth of its fire service. The truck may be a potential candidate for preservation or display.

Maintaining, storing and preserving the truck would come with costs. Whether the truck is restored for display or simply stored in its current state for a period of time, the town would need to allocate funds for preservation and ongoing care.

If Town Council decides that the historical significance does not outweigh the costs, the truck could be put up for tender. This option would involve advertising its sale to private collectors or interested parties, potentially earning revenue for the town. The funds from the sale could be reinvested in other fire department needs or to support operations.

Discussion

The 1960 fire truck, while no longer functional, holds a place in the town's history. Council's deliberation on its potential disposal should weigh the value of preserving this historical artifact against the practical costs of upgrading, maintaining, storage and display.

At this point in time, minimal effort has been dedicated to calculating the cost of upgrading, maintaining, storage and/or displaying the truck. If it is Town Council's desire to consider this option, the truck can continue to be stored in its current location, and staff can work towards drafting a proposal for Town Council's consideration. It is not anticipated that there will be any cost associated with the current, temporary storage of the truck.

If it is Town Council's desire to dispose of the vehicle, staff will move forward immediately with issuing a public tender.

Potential Benefits:

- Disposing of the truck would generate additional funds to support fire department operations.
- Preserving and displaying the truck would honour and recognize the importance of the truck in the Town's development.
- Continuing to temporarily store the truck would give Town Council additional time to consider cost and other factors prior to deciding how to proceed.

Potential Disadvantages

- Disposing of the truck would result in the loss of a historical asset.
- Long-term storage, maintenance and/or displaying of the truck would have implications against the Town's operational budget.

Options:

Options for consideration:

1. Dispose of the truck by tender.
2. Keep the truck and maintain, store and preserve it for display/ceremonial purposes.
3. Continue to store the truck temporarily and defer any decision to allow staff to develop cost estimates associated with maintaining and preserving the truck.



Mayor and Council

Recently the Kensington Vipers were awarded the hosting rights of the 2025 Don Johnson Memorial Cup to be held in April 22-27 at Credit Union Centre in Kensington. This will be the 3rd time hosting with the previous times in 2006 and 2019. The 2019 tournament quite likely could be the most successful tournament hosted since its inception in the early 80's by the then Kensington Bombers. The Don Johnson Cup has a rich history in Atlantic Canada and we have had the pleasure of representing Kensington and PEI a 15 tournaments in the past 2 decades.

This event comes with a lot of work and a lot of costs but ultimately is a great economic boost to local businesses. Attached is an updated budget as well as our 2019 budget. You can see this is a major up taking and a big risk for us to take on.

This is where we hope we can count on your support once again. In 2019 the Town sponsored the event with a financial donation of \$5000. We are writing today to request the same donation once again to ensure we pull off and even better event then 2019. For your information we have secured the same support from 2019 from the City of Summerside and are currently working with the province to hopefully get the same or more from them.

If you have any questions, please feel free to reach out to me.

Regards

Pat McIver

Kensington Vipers

9024398654

CELEBRATING



Thank you!

YEARS OF COMMUNITY GIVING

2024 Impact Report

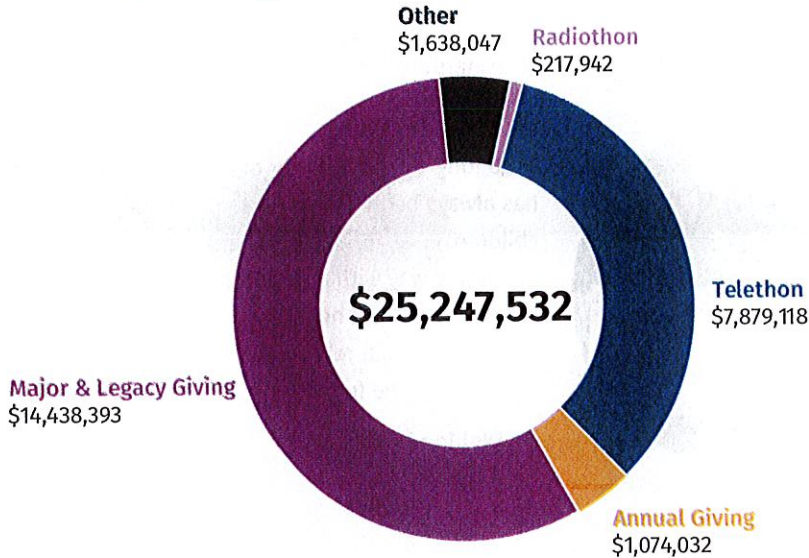


IWK Foundation

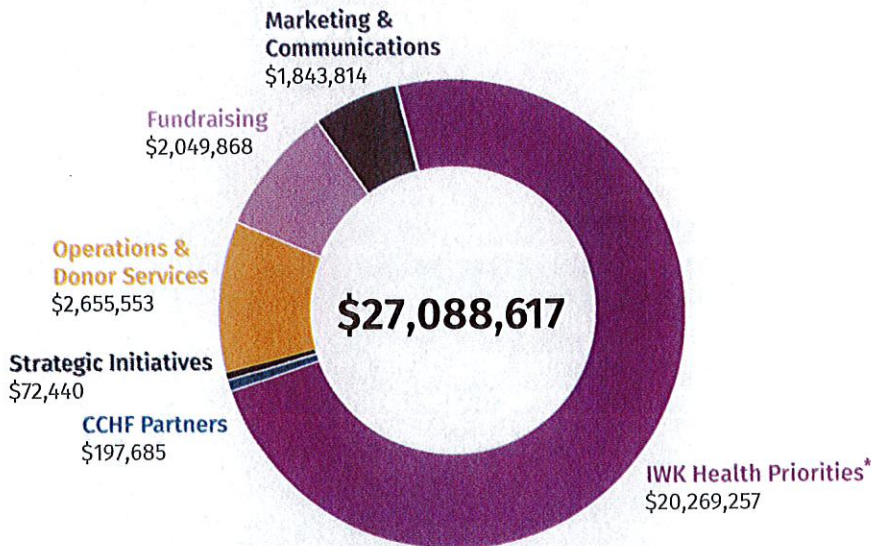
Financial Highlights

Thank you for supporting Maritime women, children, youth and families who rely on specialized care at the IWK. Your generosity ensures the IWK has the best equipment, technology and facilities needed to provide state-of-the-art care for patients and families.

Fundraising



How We Spend Your Dollars



*The IWK Foundation is privileged to have the continued support of our donors allowing us to fund short and long-term priorities of IWK Health. The timing of certain distributions occurs as projects progress and/or the need arises.

Other Ways to Give

Below are just a few of the ways that you can continue to support the IWK. For a complete list, please visit iwkfoundation.org or contact us at **1-800-595-2266** to learn more!



Become a Beacon

Monthly donations provide consistent funding we can count on and allow the IWK to respond to the most urgent priority needs.



Fundraise for the IWK

There are so many ways you could fundraise, such as asking for donations instead of birthday gifts, hosting a bake sale, collecting bottles or hosting a fundraising event!



Gift of Securities

When you donate publicly traded securities, you eliminate any capital gains taxes you would have to pay if you were to sell the security and donate the proceeds.



Leave a Gift in your Will

By leaving a gift in your Will, you'll help transform patient care well into the future.

Stay Connected

Follow us on social media, where we share patient stories, exciting funding announcements your support makes possible, career opportunities, and more!



@IWKFoundation

100-5881 Spring Garden Road
Halifax, NS B3H 4S3

1-800-595-2266 | iwkfoundation.org

For Children. For Women. For the Future.

To learn more about how your support is making a difference, visit iwkfoundation.org/reports to view the IWK Foundation's 2023-24 audited financial statements.