



***Tentative Agenda for Regular  
Meeting of Town Council***

***Monday, April 10, 2017 @ 7:00 PM***

*55 Victoria Street  
Kensington, PEI  
COB 1M0*

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

**Town of Kensington  
Regular Meeting of Town Council  
April 10, 2017 – 7:00 PM**

- 1. Call to Order**
- 2. Adoption of Agenda (Additions/Deletions)**
- 3. Declaration of Conflict of Interest**
- 4. Delegations, Special Speakers and Public Input**
- 5. Adoption of Previous Meeting Minutes**
  - 5.1 March 13, 2017 Regular Meeting
  - 5.2 April 4, 2017 Public Meeting
- 6. Business Arising from Minutes**
  - 6.1 March 13, 2017 Regular Meeting
  - 6.2 April 4, 2017 Public Meeting
- 7. Reports**
  - 7.1 CAO Report
  - 7.2 Fire Department Statistical Report
  - 7.3 Police Department Statistical Report
  - 7.4 Development Permit Summary Report
  - 7.5 Bills List
  - 7.6 Summary Income Statement
  - 7.7 Community Gardens Complex Report - *Nil*
  - 7.8 Mayor's Report
  - 7.9 FPEIM and KACC Report – Deputy Mayor Mann
- 8. New Business**
  - 8.1 Request for Decisions
    - 8.1.1 RFD2017-15 - Treadmill and Elliptical Purchase
    - 8.1.2 RFD2017-16 - Town of Kensington Development Permit Application
    - 8.1.3 RFD2017-17 - Ranchland Estates Subdivision - Preliminary Approval
    - 8.1.4 RFD2017-18 - A&R Adventures Inc Development Permit Application
    - 8.1.5 RFD2017-19 - Ballfield Dugout Replacement
    - 8.1.6 RFD2017-20 - Seafood Market Liquor License Support Request
    - 8.1.7 RFD2017-21 - Blue Shank Trucking ZB and OP Amendment Request
    - 8.1.8 RFD2017-22 - Transfer of Streets to Province of PEI
  - 8.3 Other Matters
- 9. Correspondence**
- 10. Adjournment**

**Town of Kensington  
Minutes of Regular Council Meeting  
Monday, March 13, 2017  
7:00 PM**

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

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

**Visitors:** Millicent McKay – Journal Pioneer

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**1. Calling of Meeting to Order**

**1.1** Mayor Caseley called the meeting to order at 7:00 PM and welcomed Council members, staff and visitors.

**2. Approval of Tentative Agenda**

**2.1** *Moved by Councillor Spencer, seconded by Councillor Doucette to approve the tentative agenda for the March 13, 2017 regular meeting of Town Council with the removal of item 4.1 – Juanita Boucher/Pathfinders Presentation. Unanimously carried.*

**3. Declaration of Conflict of Interest**

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

**4. Delegations / Presentations**

**4.1** Nil

**5. Approval of Minutes of Previous Meeting**

**5.1** *Moved by Councillor Pickering, seconded by Councillor MacLean to approve the minutes from the February 14, 2017 regular meeting of Town Council. Unanimously carried.*

**6. Business Arising from Minutes**

**6.1 February 14, 2017 Regular Council Meeting**

**6.1.1** Councillor Spencer inquired about the emergency lighting at the

Kensington Community Gardens Complex. Mr. Baker spoke with Mr. Wood and reported that all the emergency lighting is operational and is inspected regularly. Council discussed the possible need of additional emergency lighting in the stands area.

## **7. Reports**

### **7.1 CAO's Report**

**7.1.1** *Moved by Councillor MacLean, seconded by Councillor Mill to adopt the March 2017 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

**7.1.1.1** Council discussed the current state of the property located at 21 Barrett Street. Staff will continue to work towards resolving the unsightly appearance of this property.

**7.1.1.2** Revolution Media are working on the graphic and design component of the Town Map project, it was reported that all advertisements have been sold.

**7.1.1.3** Deputy Mayor Mann spoke regarding the repair/replacement of the Fire Department Radio Antenna which was damaged by weather late in 2016. Mr. Baker will contact the insurance company for more details on the possibility of making a claim under the Town's Insurance Policy.

### **7.2 Fire Department Statistical Report**

**7.2.1** *Moved by Councillor Spencer, seconded by Councillor Doucette to approve the January 2017 Fire Statistical report as prepared by Deputy Fire Chief, Rodney Hickey. Unanimously carried.*

### **7.3 Police Department Statistical Report**

**7.3.1** *Moved by Councillor Mill, seconded by Councillor Spencer to approve the January 2017 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

**7.3.2** The CBC Documentary Series "Keeping Canada Safe" will air on Thursday, March 16, 2017 at 9:00pm.

**7.3.3** Chief Sutherland confirmed that the Family Violence Prevention Walk in Silence will not be rescheduled for this year.

### **7.4 Development Permit Summary Report**

**7.4.1** *Moved by Councillor Pickering, seconded by Councillor Spencer to approve the Building Permit Summary Report for the month of March*

2017.

**7.5 Bills List**

**7.5.1** *Moved by Councillor Doucette, seconded by Deputy Mayor Mann to approve the January 2017 Bills in the amount of \$166,763.32 Unanimously carried.*

**7.6 Summary Income Statement**

**7.6.1** *Moved by Deputy Mayor Mann, seconded by Councillor Spencer to approve the Summary Income Statement for the month of January 2017. Unanimously carried.*

**7.7 Community Gardens Complex Report**

**7.7.1** *No Report*

**7.8 Mayor's Report**

**7.8.1** *Moved by Deputy Mayor Mann, seconded by Councillor Spencer to approve the Mayors report for the month of March 2017 as presented by Mayor Caseley. Unanimously carried.*

**7.8.2** Councillor Spencer inquired if any volunteers have been confirmed to assist with the school cross walk duty. Councillors were encouraged to speak with residents and look for available volunteers.

**7.9 Federation of PEI Municipalities and Kensington Area Chamber of Commerce (KACC) Report**

**7.9.1** Deputy Mayor Mann reported that the FPEIM recently had a presentation from the Province of PEI regarding upcoming changes to the National Building Code. Mr. Baker will look into the changes and how Kensington may be affected.

**7.9.2** The Kensington and Area Chamber of Commerce AGM was held on Thursday, February 23. Incoming President, Rosalie Profitt from Caseley's Tent and Party Rentals and incoming Vice President, Dianne Schurman from Malpeque Fine Iron Products were sworn in.

**8. New Business**

**8.1 Request for Decisions**

**8.1.1 Use of Town of Kensington Logo**

**8.1.1.1** *Moved by Councillor Doucette, seconded by Councillor Pickering*

***BE IT RESOLVED THAT the Town of Kensington authorize the Copy Shop (Mike Smith et al) to utilize the Town of Kensington logo as per the terms of the “Use of the Town of Kensington Logo Agreement”.***

*Unanimously carried.*

**8.1.2 Subdivision of Lands of Blue Shank Trucking Ltd.**

**8.1.2.1 *Moved by Deputy Mayor Mann, seconded by Councillor Doucette,***

***WHEREAS a request has been received from Blue Shank Trucking Ltd. to subdivide PID No.792580 into three separate parcels, being Lot 17-1, Lot 17-2, Parcel R-5 and the remainder of PID No. 792580 as per Subdivision Plan No. 17018-S01;***

***AND WHEREAS the proposed subdivision has been reviewed against the Town’s Development Control Bylaw and is found to be in general compliance therewith;***

***BE IT RESOLVED that approval be granted to Blue Shank Trucking Ltd. to subdivide PID No. 792580 into three separate parcels, being Lot 17-1, Lot 17-2, Parcel R-5 (Douglas Street Extension) and the remainder of PID No. 792580 as per Subdivision Plan No. 17018-S01, dated March 13, 2017, drawn by Locus Surveys Ltd.***

*Unanimously carried.*

**8.1.3 Purple Day 2017 – The Epilepsy Association of Nova Scotia**

**8.1.3.1 *Moved by Councillor Mill, seconded by Councillor Pickering***

***WHEREAS a request has been received from The Epilepsy Association of Nova Scotia for the Town to consider passing a proclamation to recognize March 26, 2017 as Purple Day in the Town of Kensington;***

***AND WHEREAS it is recommended by the CAO and Mayor Caseley that Town Council support the passing of the proclamation;***

***BE IT RESOLVED that Town Council provide their support to the signing of a proclamation by Mayor Caseley to recognize March 26, 2017 as Purple Day in the Town of Kensington.***

*Unanimously carried.*

#### **8.1.4 Approval of 2016 Audited Financial Statements**

**8.1.4.1** *Moved by Deputy Mayor Mann, seconded by Councillor MacLean to approve the 2016 Audited Financial Statements as prepared by Arsenault Best Cameron Ellis Chartered Accountants. Unanimously carried.*

#### **8.1.5 2017 Town of Kensington Annual Budget Approval**

**8.1.5.1** *Moved by Councillor Spencer, seconded by Councillor Doucette*

*BE IT RESOLVED that Town Council approve the Town of Kensington 2017 Budget Estimates with revenue estimates projected at \$2,233,736.00 and expenditures estimates projected at \$2,233,736.00.*

*Unanimously carried.*

#### **8.1.6 2017 Municipal Property Taxation Rates**

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

*BE IT RESOLVED THAT the municipal tax rates for the Town of Kensington for the 2017 fiscal year of \$0.55 / \$100 of assessment for Non-Commercial properties and \$1.30/ \$100 of assessment for Commercial properties be hereby adopted and approved.*

*Unanimously carried.*

#### **8.1.7 2017 Operating Lines of Credit**

**8.1.7.1** *Moved by Deputy Mayor Mann, seconded by Councillor Doucette,*

*BE IT RESOLVED THAT Kensington Town Council approve an operating line of credit of \$150,000.00 from the Scotiabank for the General Account # XXXXX XXXXX XX. Any two of the Mayor, Chief Administrative Officer and Deputy Administrator are authorized as legal signing officers.*

*Unanimously carried.*

**8.1.7.2** *Moved by Councillor Spencer, seconded by Councillor MacLean,*

*THAT Kensington Town Council approve an operating line of credit of \$75,000 from the Scotiabank for the Water and Pollution Control Corporation Account #XXXXX XXXXX XX. Any two of the*

*Mayor, Chief Administrative Officer and Deputy Administrator are authorized as legal signing officers.*

*Unanimously carried.*

## **8.2 Other Matters**

**8.2.1** Councillor MacLean requested that the annual street report as prepared by Public Works and Curran Briggs be quoted and brought to Town Council for budget consideration.

## **9. Correspondence**

**9.1** An email from Welcome PEI with information on advertising packages. – *No action*

**9.2** An email from the Central Coastal Tourism Partnership with information regarding the 2017 Central Coastal Drive Guidebook. – *No action*

**9.3** KISH Newsletter

**9.4** An appreciation letter from PEI Crime Stoppers for the recent financial donation from the Town.

*Deputy Mayor Mann and Councillor Mill declared a conflict and excused themselves from the Council Chamber at 8:05 pm.*

**9.5** A letter from the Gulf Storm Atom AA requesting a financial donation to assist in costs associated with hosting the Provincial Hockey Championships at the Kensington Community Gardens Complex.

*Moved by Councillor Pickering, seconded by Councillor Doucette to approve a \$50.00 financial donation to the Gulf Storm Atom AA Provincial Hockey Championships. Unanimously carried.*

*Deputy Mayor Mann returned to the Council Chamber at 8:07 pm.*

**9.6** A letter from the Men's North Shore Rec Softball league requesting a decrease in registration fees with the addition of two additional teams. – *Request denied.*

*Councillor Mill returned to the Council Chamber at 8:13 pm.*

**9.7** A letter from the Province of PEI inviting Mr. Geoff Baker to join the membership of the Police Services Transition Steering Committee.

*Moved by Councillor Spencer, seconded by Councillor Pickering that Town Council support Mr. Baker's participation on the Police Services Transition Steering Committee. Unanimously carried.*

**9.8** An email from Jessica Caseley, on behalf of Maritime Fun Group requesting a partnership with the Kensington Police Service at an event located at the



Burlington Go Karts. Council directed staff to look into specifics of the event and report to Council

**10. In-Camera**

**10.1** *Nil*

**11. Adjournment**

*Moved by Councillor Spencer, seconded by Councillor MacLean to adjourn the meeting at 8:29 PM. Unanimously carried.*

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Wendy MacKinnon,  
Deputy Administrator

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Rowan Caseley,  
Mayor

**Town of Kensington  
Minutes of Public Meeting  
Tuesday, April 4, 2017  
6:00 PM**

<b>Presiding:</b>	Mayor Rowan Caseley
<b>Council Members Present:</b>	Deputy Mayor Mann Councillors: Spencer, Pickering and Doucette
<b>Staff Members Present:</b>	Town Manager/Administrator, Geoff Baker; Deputy Administrator, Wendy MacKinnon; Administrative Assistant, Kim Caseley
<b>Regrets:</b>	Councillor Mill
<b>Absent:</b>	Councillor MacLean
<b>Visitors:</b>	Donnie Harris – Resident Bob Roberts - Resident

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

**PURPOSE:**

The purpose of the meeting is to allow residents and other interested persons an opportunity to make representation concerning an application to re-zone lands of Blue Shank Trucking, being lots Lot 17-1, 17-2 and the remainder of PID #792580 along Douglas Street from its current Single Residential Zone (R1) to Multi-Unit Residential Zone (R3).

The purpose of the meeting is to also allow residents and other interested persons to make representation prior to a request being made to the Minister of Communities, Land and Environment to approve an amendment to the general land use map that is part of the Town's Official Plan as it relates to the application.

Mayor Caseley opened the floor for any residents present at the meeting to make representation/comments on the proposed bylaw amendment.

**Bob Roberts** requested clarification on the process required for the developer to proceed with the development. Mayor Caseley responded that the developer would be required to submit a development permit application, but is unable to do so with the current zoning of the property. It is understood the development plan will be similar to others in this area which include duplexes, multi-unit dwellings, but will not exceed 12 units. Mayor Caseley also clarified that if the development intent changes in the future, the owner would be required to submit a re-zoning application to change it to the appropriate zone.

**Donnie Harris** commented that his family owns an adjoining property to the lands subject for re-zoning, which is located outside of the current Town boundary. He expressed concern regarding the proposed development impacting their future development of their land and if the owner of the property intended on using the development for rentals or if the units would be sold individually. Mayor Caseley commented that the development permit will not be received until the completion of the re-zoning process, but reiterated that the proposed development would mirror that of the one located at 9 Imperial Street. It was also noted that the height restriction for this zone is 35 ft.

*Moved by Councillor Pickering, seconded by Councillor Spencer that there being no further questions or comments on the proposed Development Control Bylaw amendment the meeting adjourned at 6:22 PM. Unanimously carried.*

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Geoff Baker,  
Chief Administrative Officer

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Rowan Caseley,  
Mayor



## **Chief Administrative Officer's Report**

April 2017

Each monthly CAO's report provides an opportunity to provide a snapshot to Town Council, our residents and other key stakeholders of some of the key work of staff. The report shall also serve as a reporting mechanism to Town Council on specific directions given to staff through the CAO.

Very generally, the CAO is responsible for the overall operation and administration of the Town including providing leadership to senior staff and providing business, policy guidance and technical advice to Town Council, and implementing Council decisions and directives, ensuring the timely delivery of programs and services, and a fiscally responsible budget while championing the programs and policies of Council.

## **Capital Project Updates:**

### **Streets and Sidewalks**

#### **Kensington Storm Water Project**

\*NO UPDATE\*

The design of the project has been completed by WSP. Some minor revisions may be required to the design prior to it proceeding to construction. The construction of the project was deferred in 2016. It is recommended that the project be deferred again through 2017 pending the development of a Capital Plan and pending the outcome of discussions with the Department of Transportation on the potential for the transfer of ownership of Town streets to the Province. To date those discussions have not taken place. The Mayor has been in contact with the Minister of Transportation to try and schedule a meeting in this regard.

To date \$33,500 has been claimed against the Building Canada Fund (BCF) to complete the design of the project. If the Town were to cancel the project any funds (\$33,500) provided through the BCF would have to be repaid in full to the Provincial and Federal Governments.

#### **Kensington Sidewalk Replacement Plan Project**

The funding application for the Kensington Sidewalk Replacement Plan Project was submitted in September 2016. The application was originally submitted to replace the section of sidewalk from the Bells Irving corner to Francis Street, along Victoria Street South. The estimated cost was approximately \$70,000. The Town received approval for a \$35,000 project therefore the scope of the project was reduced to account for that approval. The revised scope would see the replacement of approximately 80 deteriorated concrete sidewalk pads in various areas throughout the Town.

Approval of the revised scope was received on September 23<sup>rd</sup>, 2016. Public Works staff will mark the sidewalk pads to be replaced and take contractors around the Town to enable the contractors to provide quotes to the Town. This will be done as soon as the weather permits.

## **Operational and Ongoing Items**

### Duplicate Power Poles

\*NO UPDATE\*

Correspondence was drafted and forwarded to Maritime Electric in regards to duplicate power poles within the Town. The correspondence was sent on December 20, 2016. Duplicate power poles are poles which have been replaced with new ones but not yet removed. In many locations a new pole is installed adjacent to an existing pole with the existing pole not being removed at the time of the new pole being installed.

Maritime Electric responded to the correspondence on December 21, 2016 indicating that someone from Operations would be in contact with the Town in early 2017.

### Municipal Funding Negotiations

A new revenue sharing agreement between the Province of PEI and Municipalities has been reached. You will note in the Town's recently approved budget that grant revenue has been increased accordingly. It is expected that the new agreement will be implemented following the approval of the 2017 Provincial budget.

### Fire Department Policy Development

W.G. Hogan Fire Safety Specialties provided the first draft of the Policy and Standard Operating Guidelines Manual. It was forwarded to Town Councillors on Friday, February 10, 2017. Councillors provided feedback and I continue to work on the document with Bill Hogan.

### Wellfield Protection Plan

\*NO UPDATE\*

We will continue to seek out adequate funding sources.

### 5 Year Capital Plans

\*NO UPDATE\*

I continue to dedicate resources to the 5 year capital plan development as time allows.

### Community Gardens Complex Naming Rights Contract

A meeting is scheduled for April 12<sup>th</sup> between Town Officials and MBCU representatives. It is understood that the MBCU have collected a list of proposed names from their public campaign.

### Musical Nights at the Kensington Railyards (Tourist Activities)

\*NO UPDATE\*

We have received approval (via email) that the town's funding application to the Tourism PEI Innovation Fund. The Town has been approved for \$4,000 in funding. The funds will be used to purchase a proper sound system for the Train Station Gazebo. The funds are required to be expended by the Province's Fiscal Year end (March 31, 2017). The Community Gardens Complex Manager is in the process of soliciting quotations for the sound system.

### Electronic Speed Radar Signs

The electronic speed radar sign located beyond the school heading east has been reinstalled and appears to be working correctly.

### Map Development

It is anticipated that a draft copy of the map will be provided to the Town the week of April 10<sup>th</sup>.

### Emergency Measures Plan

\*NO UPDATE\*

I have spoken with the Emergency Measures Coordinator, David Elliott to set up a meeting in regards to the implementation of the Town's Emergency Measures Plan. It was agreed that a meeting will be set up for early January (This meeting has not been held). Further information will be provided following that meeting.

### Ballfield Dugouts

A Request for Decision has been circulated with the tentative agenda package.

### Crime Prevention and Policing Services Model Review

Town Council has agreed to allow my appointment to the Provincial Poling Review Steering Committee. To date, no meetings have been held. Further updates will be provided to Town Council as the initiative progresses.

### Unightly Property

Staff has tried for several years to have a property located at 21 Barrett Street brought to a reasonable community standard. The property has been vacant for an undetermined amount of time. Currently housed on the property is an abandoned mobile home and accessory structure. In a recent wind storm, roof cladding on the mobile home had become detached posing a safety hazard for residents in the area. I have requested a quote from a local contractor to demolish and clear the structures from the property. The estimated cost to complete the clean-up is \$4,250.00.

All required information has been provided to the Town's legal counsel. Further information will be provided as it becomes available.

Exempt Staffing Policy

**\*\*NO UPDATE\*\***

I continue to work, as time permits, on the development of an exempt staffing policy for all exempt employees of the Town. The policy is approximately 50% completed at this time. I had hoped to have the policy completed for the February Committee of Council meeting however I anticipate this will be delayed in favour of other priorities.

Fire Department Radio Antenna

It is understood that a temporary radio antenna has been installed atop the Fire Hall. The antenna appears to be working as required. I will meet with the Fire Chief and Deputy Mayor Mann in the near future to develop a long term plan to replace the temporary system.

*Respectfully Submitted,*

*Geoff Baker, CAO*





Police Department Occurrence Report Summary 2017														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
911 Act	1	2											3	2.44%
Abandon Vehicle		2											2	1.63%
Abduction													0	0.00%
Alarms	4	3											7	5.69%
Animal Calls													0	0.00%
Arson													0	0.00%
Assault PO													0	0.00%
Assault with Weapon													0	0.00%
Assaults (Level 1)													0	0.00%
Assistance Calls	12	13											25	20.33%
Breach of Peace													0	0.00%
Breach of Recognizance													0	0.00%
Break and Enter (business)	1												1	0.81%
Break and Enter (other)													0	0.00%
Break and Enter (residence)													0	0.00%
Carry concealed weapon													0	0.00%
Child Pornography													0	0.00%
Child Welfare													0	0.00%
Coroner's Act		1											1	0.81%
Crime Prevention													0	0.00%
Criminal Harassment	1												1	0.81%
Dangerous Driving													0	0.00%
Disturbing the Peace													0	0.00%
Dog Act													0	0.00%
Driving while disqualified													0	0.00%
Drug Charges		1											1	0.81%
Excise Act													0	0.00%
Fail to Comply Probation													0	0.00%
Fail to comply undertaking													0	0.00%
Fail to remain at scene of accident													0	0.00%
Family Relations Act	1	2											3	2.44%
Fingerprints taken													0	0.00%
Fire Prevention Act													0	0.00%

Police Department Occurrence Report Summary 2017															
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total	
Firearm Act		1											1	0.81%	
Forcible confinement													0	0.00%	
Fraud		1											1	0.81%	
Harrassing Phone Calls	2												2	1.63%	
Impaired Driver													0	0.00%	
Information Files													0	0.00%	
Injury Accidents													0	0.00%	
Liquor Offences	1												1	0.81%	
Litter Act													0	0.00%	
Lost and Found													0	0.00%	
Luring Minors													0	0.00%	
Mental Health Act	3	2											5	4.07%	
Mischief													0	0.00%	
Motor Vehicle Accidents	3	3											6	4.88%	
Motor Vehicle Act	8	4											12	9.76%	
Municipal Bylaws													0	0.00%	
Off Road Vehicle Act													0	0.00%	
Other Criminal Code													0	0.00%	
Person Reported Missing		1											1	0.81%	
Possession of restricted weapon													0	0.00%	
Property Check	1												1	0.81%	
Resist Arrest													0	0.00%	
Roadside Suspensions													0	0.00%	
Robbery													0	0.00%	
Sexual Assaults / Interference		1											1	0.81%	
STEP (Integrated Traffic Enforcement)													0	0.00%	
Sudden Death													0	0.00%	
Suspicious Persons / Vehicle	1												1	0.81%	
Theft Of Motor Vehicle													0	0.00%	
Theft Over \$5000													0	0.00%	
Theft Under \$5000		2											2	1.63%	
Traffic Offences													0	0.00%	
Trespass Act		2											2	1.63%	



## **Police Report February 2017**

KPS received 3 false alarms during the month:

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

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

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

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

Chief Sutherland

**Year To Date Approved Development Permits Summary Report  
Council Meeting - April 10, 2017**

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

## Town of Kensington Bills List February 2017

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

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



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

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

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

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

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

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

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**TOWN OF KENSINGTON – MEMORANDUM**

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

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**Fitplex**

Programming: Aerobics Programming

Monday Krista Shields Multi Fit 7:15 PM – 8:15 PM

Tuesday Krista Shields Seniors Aerobics 9:00 AM – 10:00 AM  
Traci Campbell Hi-lo Aerobics 6:30 PM – 7:30 PM

Wednesday Body for Life program 7:30 PM – 9:30 PM – Terry Adams \Krista Ramsay

Thursday Krista Shields Seniors Aerobics 9:00 AM – 10:00 AM  
Traci Campbell Boxer-fit Aerobics 6:30 PM – 7:30 PM

Friday Krista Shields Multi Fit 6:00 PM – 7:00 PM

Saturday Traci Campbell Aerobics 8:30 AM – 9:30 AM

Sunday Krista Shields Multi Fit 6:00 PM – 7:00 PM

Hours

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

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

### **Arena**

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

### **Kensington Cash**

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

No winners in Feb,2017 Pot over \$1500.00

### **Ball Fields**

**Nothing new to report**

### **Harvest Festival:**

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

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

### **Upcoming Events**

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



## BH Elliptical & Treadmill



BHLK700X  
BH Fitness LK700X Elliptical Trainer

4,999.00  
25% discount  
3,749.25

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

### LK Series

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

### Club Commercial Warranty

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

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

### Cosmetics Warranty Information:

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



[lk700x\\_datasheet](#)

FROM  
Chris Moore  
Spartan Fitness  
321 Cityview Blvd.  
Vaughan ON L4H 3S7  
[www.spartanfitness.ca](http://www.spartanfitness.ca)

PHONE  
647-874-1426

FOR  
Kensington Fitplex  
TO  
Robert Woods

QUOTE NUMBER  
917

DATE  
March 1, 2017

VALID UNTIL  
May 15, 2017 at 10:47am

[Download PDF](#)

BHLK700Ti  
 BH Fitness LK700Ti Treadmill

5,999.00  
 20% discount  
 4,799.20

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

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

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

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



[LK700Ti\\_Datasheet](#)

DS  
 Delivery and Installation

500.00

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

Subtotal 9,048.45

HST

1,357.27

Subtotal, includes discount of 2,449.55 10,405.72

Total CAD including HST \$10,405.72

BH OPTION

Robert,

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

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

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

Your Partner in Fitness,

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

[Ask a question...](#)

BH Elliptical & Treadmill

Total CAD including HST \$10,405.72

Additional comments

Optional

Your order/reference number

Optional

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

[Accept quote](#)

[Decline](#)

Powered by Quotient





## **Mayor's Report to Town Council**

**April 10, 2017**

**The Mayor's Report** to Town Council is an opportunity for the Mayor to provide feedback to Council, Staff, Residents and other interested Stakeholders about activities of the Mayor on their behalf since the last Council meeting. It will include as much as possible a summary of information from meetings and discussions on behalf of the Town of Kensington. Any decisions to be made on behalf of the Town will be brought forward to Council for decisions.

The Mayor is the designated spokespersons for the town and communicates decisions made by Town Council. The Mayor chairs the monthly Town Council Meetings and the monthly Committee of Council meetings. All efforts are made to keep discussions and decisions transparent as we represent the town on behalf of the residents. Agenda's (along with supporting information) for Committee of Council meetings and Town Council meetings are posted on the town website on the Friday afternoon prior to the meeting. ([www.kensington.ca](http://www.kensington.ca))

Committee of Council meetings are held on the 4<sup>th</sup> Monday of each month at 6:30pm and Town Council meetings are held on the 2<sup>nd</sup> Monday of each month at 7:00pm. The agenda's (along with supporting information) are emailed to the County Line Courier, Journal Pioneer and CBC on the Friday afternoon prior to the meetings.

**Kensington Welcome Center** – The Kensington Welcome Center Steering Committee chaired by Jaimie Zehr met along with stakeholders leaders of Central Coastal Tourism Partnership, Kensington and Area Chamber of Commerce and Town of Kensington, to confirm the final decision on the Kensington Welcome Center. I regret the decision was made to close the Kensington Welcome Center. It became clear it was not possible to put together a sustainable operational plan.

**French Immersion at Kensington Intermediate High School**– At the request of Juanita Boucher, I called a meeting with MLA Matt Mackay to review the concerns the Canadian Parents for French (CPF) were having with ensuring the French Immersion Program continues in Kensington. This was an opportunity for the CPF to educate us on the progress to date and their concern over the program being required to have 20 registered for the program to continue. They were struggling to meet that number and it appeared the program would be dropped in the fall of 2017. Fortunately by the date of our meeting the magic number of 20 was achieved for 2017 and the program is proceeding. However it does bring to light the potential for this program to falter in the future.

**Open House at Seniors Center** – I attended the Senior Center open house where they displayed the leather crafts they had made under the L.E.A.P. program. Once again the Town of Kensington was recognized for our generosity in providing this facility to the seniors.

**High School Invitational Hockey** – I was invited to bring greeting on behalf of Town Council and to take part in the opening ceremony and official puck drop for the High School Invitational Hockey



tournament being played all week at the Community gardens Complex.

**Public School Board of Directors Report** - Thank you to Councillor Pickering who joined me to receive the report of the Public School Board of Directors regarding the rezoning of school districts and recommendations for school closure. The meeting was well attended and included many emotional parents who were worried about the schools. Many recommendations were made around rezoning and the board was recommending to Cabinet the closure of St. Jeans Elementary in Charlottetown and Georgetown Elementary. The other schools listed in the report were not recommended for closure. Since then the Premier has reported the Cabinet have decided not close any schools but rezoning will be taking place. However this brings to light the importance of Community Leaders and Councils being kept informed of the schools in their district. All efforts made to attract younger families to the area will ensure our schools stay strong.

**Water Act Presentation** – I attended the presentation by the Department of Communities, Lands and Environment on the proposed Water Act being developed. The Town of Kensington and Kensington North Watersheds Association had together made presentations to the consultation committee many months ago, when the committee was receiving information at a public meeting in Kensington. If you would like to become more knowledgeable on the draft act and its changes, it can be found on the provincial government website under Communities Land and Environment. The presentation was very informative in that it explained the process to date, the process yet to be followed and included highlights of significant changes. There are two more presentations scheduled if anyone wants to attend.

**WI Spring is in the Air Gala** – I attended this annual event and represented the Town of Kensington. This was the 17<sup>th</sup> annual event and the proceeds raised from the silent auction this year are to be directed to the hospitals in O’Leary and Alberton.

**Vimy Ridge Memorial Celebrations, Charlottetown** – Thanks to Deputy Mayor Mann and Councillor David Doucette for joining me as invited guests at the Charlottetown Vimy Ridge Memorial on Sunday to commemorate 100 years since Canadian troops took Vimy Ridge. According to the Vimy Website, the Battle of Vimy Ridge was “The first World War Battle that paved the way for allied victory, and solidified Canada as an independent nation”. I also had the honour to lay a wreath on behalf of the Town of Kensington at the Cenotaph. There were many Canadian Students who travelled to France to Vimy Ridge to help commemorate the battle. I know one of them was Councillor Spencer’s daughter Bethany. We must always remember the cost of many lives and the great achievement Canada made on April 9, 1917.

Rowan Caseley  
Mayor – Town of Kensington

## Town of Kensington - Request for Decision

<b>Date:</b> April 6, 2017	<b>Request for Decision No:</b> 2017-15 <b>(Office Use Only)</b>
<b>Topic:</b> Purchase of Elliptical and Treadmill for Fitplex	
<b>Proposal Summary/Background:</b>	
<p>CGC Manager, Robert Wood has submitted a request for the purchase of a new treadmill and a new elliptical machine for the fitplex. It is apparent through a review of the Fitplex statistical reports that the Fitplex is busier than ever and according to Mr. Wood all cardio type pieces of equipment are in constant use and demand is strong for these machines, especially so when a breakdown occurs.</p> <p>Mr. Wood's request was considered at the March Committee of Council meeting whereby the Committee put forth a recommendation to proceed with the purchase.</p> <p>One quote was requested from Spartan Fitness (attached).</p>	
<b>Benefits:</b>	
<ul style="list-style-type: none"> <li>• Will provide the Fitplex with additional equipment to meet the demand of Fitplex users.</li> </ul>	
<b>Disadvantages:</b>	
<ul style="list-style-type: none"> <li>• None noted.</li> </ul>	
<b>Discussion/Comments:</b>	
<p>The Town's procurement policy states that for goods and services having a value of more than \$5,000 and less than \$50,000 goods and services shall be procured by a standing offer agreement or by Request for Quotations.</p> <p>With respect to sole source procurement the policy states that purchases may be made from a single source without quotations or tenders where the compatibility of a purchase with existing equipment and/or facilities is of paramount consideration and that purchase must be made from a single source.</p> <p>It is recommended that Town Council proceed with sole source procurement of an Elliptical machine and Treadmill for the Fitplex given that the equipment currently in the Fitplex is of the same quality and type and has been provided through Spartan Fitness.</p>	
<b>Options:</b>	
<ol style="list-style-type: none"> <li>1. Approve the purchase of the Elliptical and Treadmill as proposed.</li> <li>2. Not approve the purchase.</li> </ol>	
<b>Costs/Required Resources:</b>	<b>Source of Funding:</b>
9,048.45 plus HST	MBCU Fundraising Account

**Recommendation:**

It is recommended that Town Council consider and adopt the following resolutions:

***THAT Kensington Town Council approve the purchase of an elliptical and treadmill for the Fitplex from Spartan Fitness as per their quote dated March 13, 2017 in the amount of 9,048.45 plus HST.***



## BH Elliptical & Treadmill



BHLK700X  
BH Fitness LK700X Elliptical Trainer

4,999.00  
25% discount  
3,749.25

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

### LK Series

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

### Club Commercial Warranty

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

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

### Cosmetics Warranty Information:

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



[lk700x\\_datasheet](#)

FROM  
Chris Moore  
Spartan Fitness  
321 Cityview Blvd.  
Vaughan ON L4H 3S7  
[www.spartanfitness.ca](http://www.spartanfitness.ca)

PHONE  
647-874-1426

FOR  
Kensington Fitplex  
TO  
Robert Woods

QUOTE NUMBER  
917

DATE  
March 1, 2017

VALID UNTIL  
May 15, 2017 at 10:47am

[Download PDF](#)

BHLK700Ti  
 BH Fitness LK700Ti Treadmill

5,999.00  
 20% discount  
 4,799.20

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

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

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

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



[LK700Ti\\_Datasheet](#)

DS  
 Delivery and Installation

500.00

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

Subtotal 9,048.45

HST

1,357.27

Subtotal, includes discount of 2,449.55 10,405.72

Total CAD including HST \$10,405.72

BH OPTION

Robert,

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

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

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

Your Partner in Fitness,

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

[Ask a question...](#)

BH Elliptical & Treadmill

Total CAD including HST \$10,405.72

Additional comments

Optional

Your order/reference number

Optional

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

[Accept quote](#)

[Decline](#)

Powered by Quotient

## Town of Kensington - Request for Decision

<b>Date:</b> April 6, 2017	<b>Request for Decision No:</b> 2017-16 <b>(Office Use Only)</b>
<b>Topic:</b> Town of Kensington Development Permit Application – Alysha Toombs Memorial Park Gazebo	
<b>Proposal Summary/Background:</b>	
<p>Committee of Council considered the attached development permit application at their meeting on March 27, 2017. The permit application is for the installation of a gazebo at the Alysha Toombs Memorial Park. Town Council has previously agreed to cover costs associated with the placement of the gazebo on posts estimated at \$1,200.00 plus HST.</p> <p>The Development Permit application was recommended for approval by Committee of Council.</p>	
<b>Benefits:</b>	
<ul style="list-style-type: none"> <li>• Will enhance the park for users.</li> </ul>	
<b>Disadvantages:</b>	
<ul style="list-style-type: none"> <li>• May require the removal of four trees to be determined by Town Council at a later date.</li> </ul>	
<b>Discussion/Comments:</b>	
<p>The Development Permit application is recommended for approval by staff.</p>	
<b>Options:</b>	
<ol style="list-style-type: none"> <li>1. Approve the Development Permit application as proposed.</li> <li>2. Not approve the Development Permit Application.</li> </ol>	
<b>Costs/Required Resources:</b>	<b>Source of Funding:</b>
N/A	N/A
<b>Recommendation:</b>	
<p>It is recommended that Town Council consider and adopt the following resolutions:</p> <p><b><i>THAT Kensington Town Council approve a development permit application for the construction and placement of a gazebo at the Alysha Toombs Memorial Park.</i></b></p>	

**TOWN OF KENSINGTON  
APPLICATION FOR BUILDING PERMIT**

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

2. Property Address 25 Garden Dr. Property Number 80648

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

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

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

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

7. Description of project and details of structure:  
 Works proposed consists of: New Construction  Addition to existing \_\_\_\_\_  
 Repairing \_\_\_\_\_ Remodelling \_\_\_\_\_  
 Describe Project: Construct a 12' x 16' open gazebo with  
rail sides, placed with posts.  
Removal of 4 trees if permitted.

Ground floor: Length 16 Feet. Width 12 Feet.  
 Number of Stories 1 Number of Bedrooms —

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

8. Water Supply: Private — Municipal —

9. Sewerage System: Private — Municipal —

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

11. Name and Address of Contractor or Chief Contractor  
Lewis Sutherland 55 Victoria Street, PO Box 494, Kensington

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

13. Moving a building (Describe) —

14. Demolishing a building (Describe) —

15. Please provide a diagram of proposed construction

**RECEIVED**  
**MAR 22 2017**



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

Please see attached.

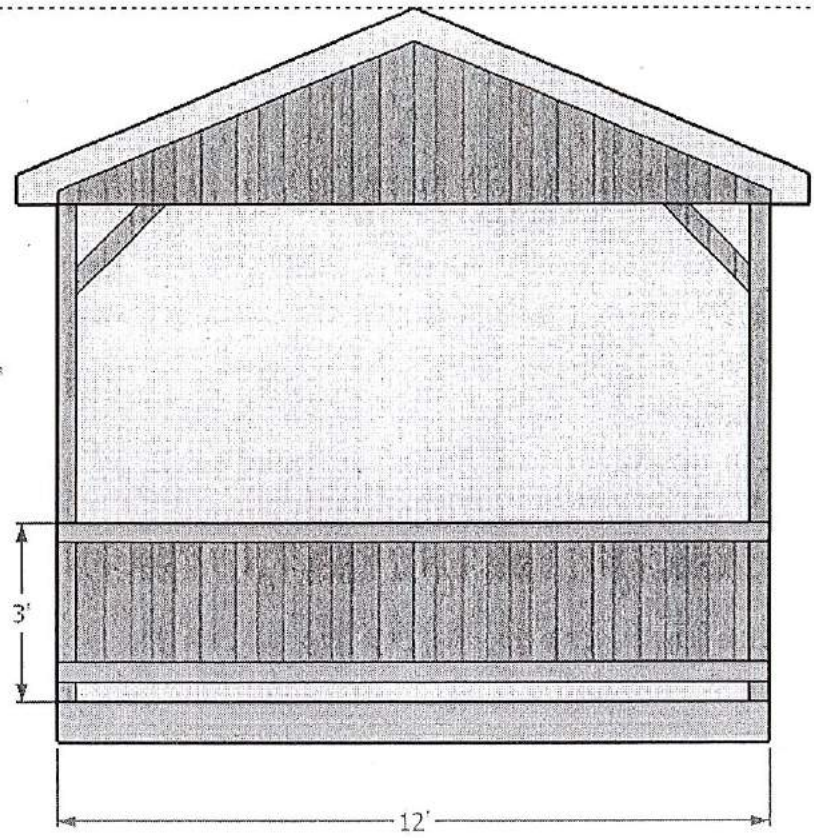
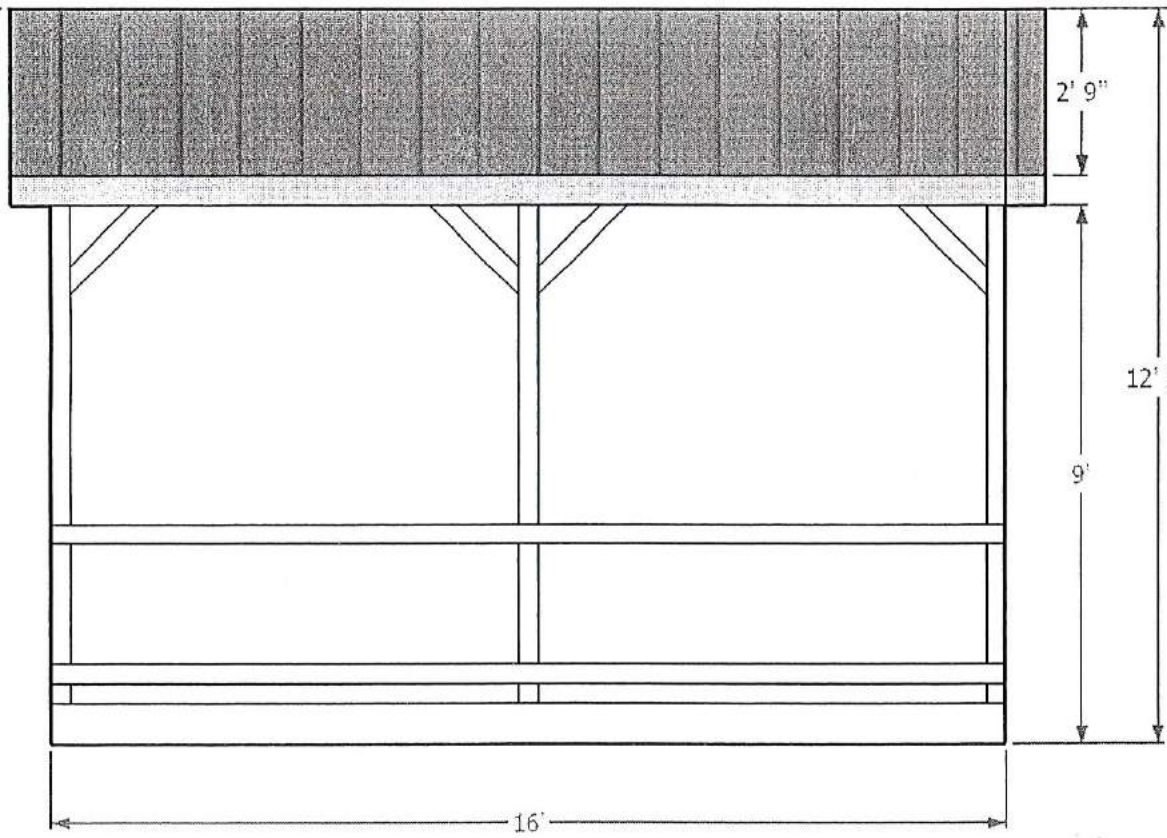
Signature of Applicant \_\_\_\_\_

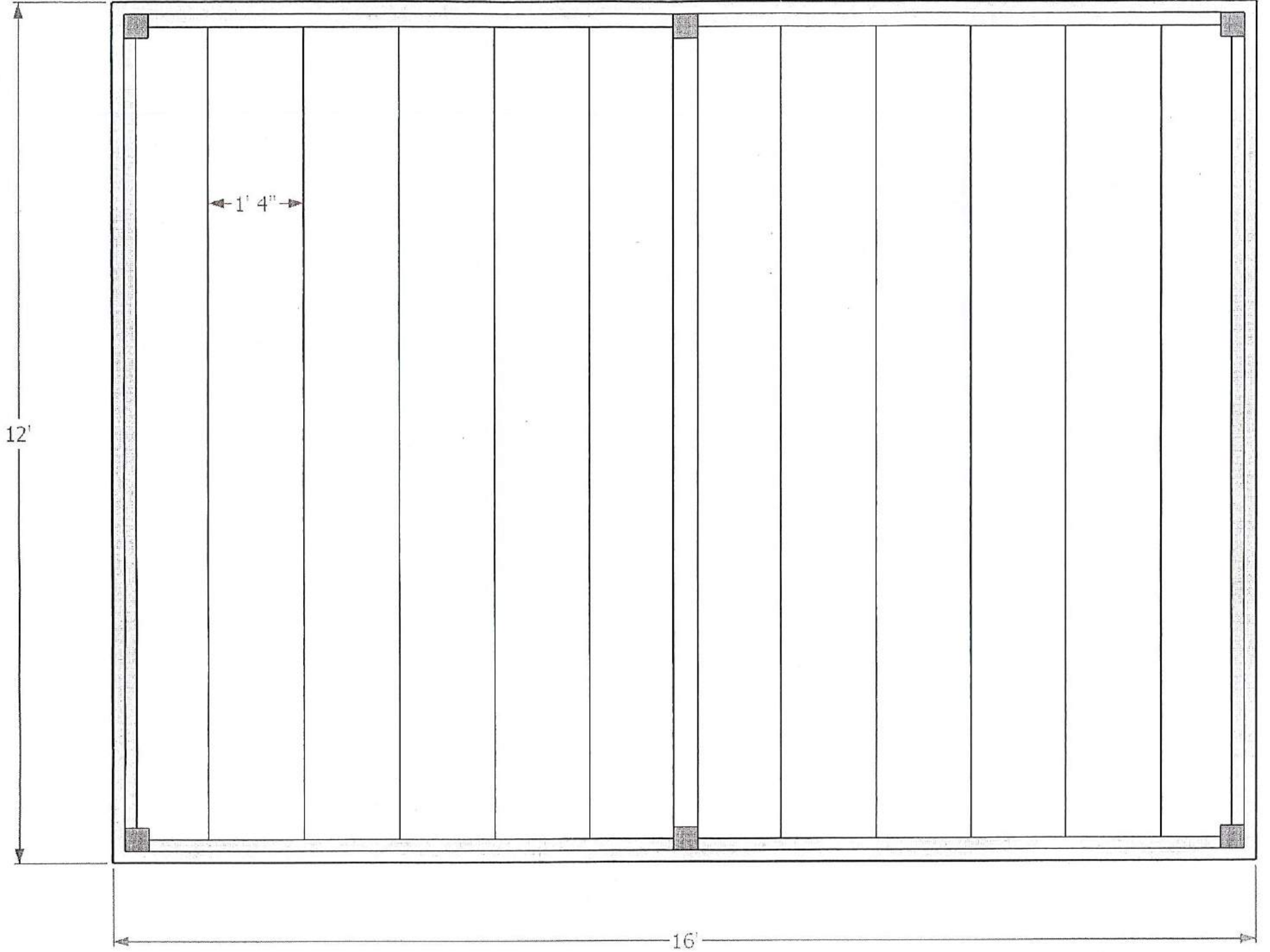


Date: ~~March 16/17~~ March 16, 2017

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

RECEIVED





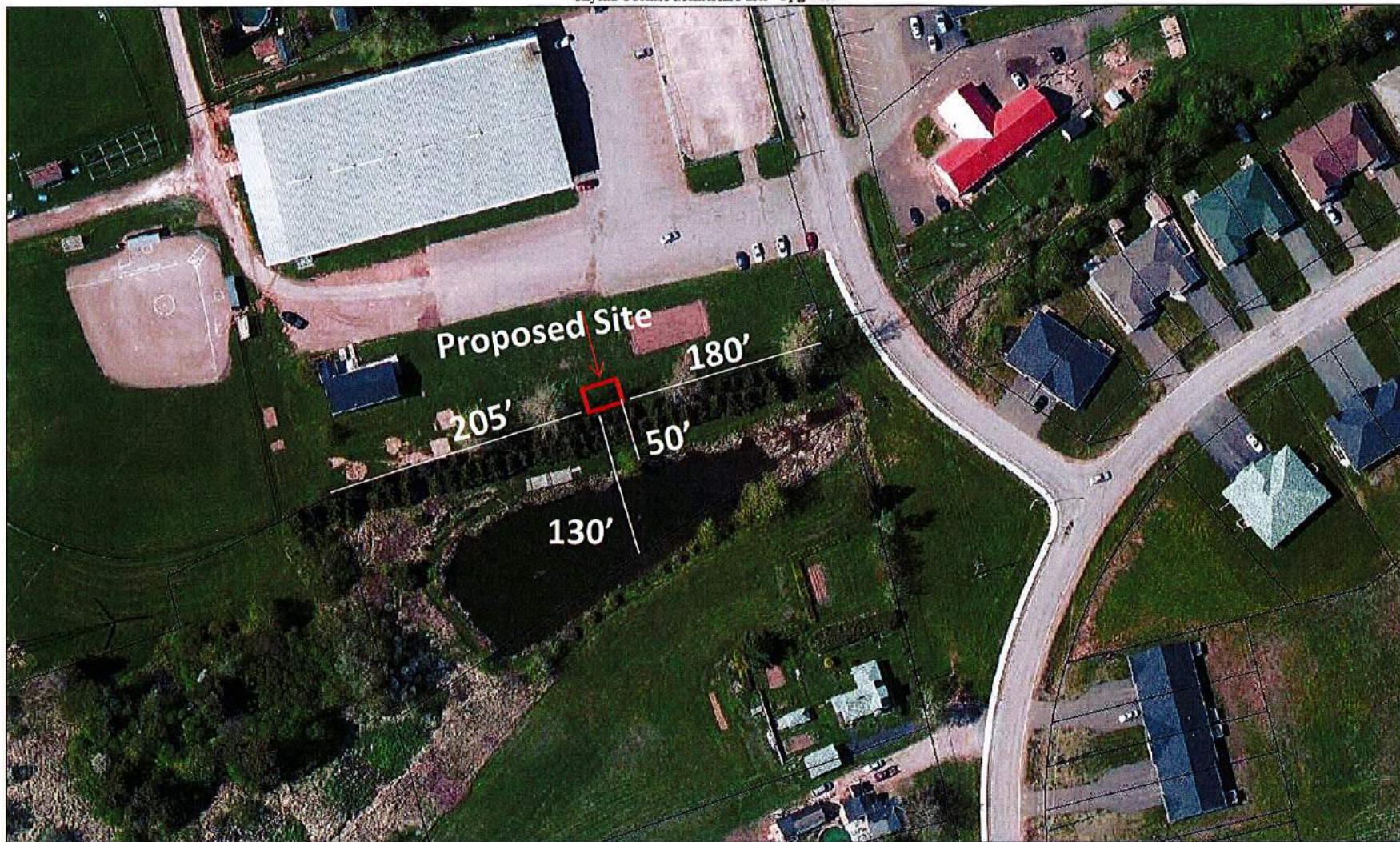




**Proposed Trees to Remove**



Alysha Toombs Memorial Park - Upgrades



## Town of Kensington - Request for Decision

<b>Date:</b> April 7, 2017	<b>Request for Decision No:</b> 2017-17 <b>(Office Use Only)</b>
<b>Topic:</b> Ranchland Estates Subdivision Preliminary Approval	
<b>Proposal Summary/Background:</b>  A request has been received from Mike James (prospective purchaser) for preliminary approval of an 83 lot subdivision in the Ranchland Estates Subdivision (PID No's 880880 & 880986). It is understood that to enable the purchase of the property (by Mr. James et al), preliminary approval of the subdivision is required.  Town Council approved a Phase 1 subdivision plan (Phase 1 only) for the property in 2007. It has been modified on several occasions since the original approval based on the actual development needs of the property. The prospective owners are now seeking preliminary approval for the subdivision of the entire property.  A copy of the preliminary subdivision plan and property owner (legal) consent is attached.	
<b>Benefits:</b> <ul style="list-style-type: none"><li>• Will provide additional developable properties in the Town.</li></ul>	
<b>Disadvantages:</b> <ul style="list-style-type: none"><li>• N/A</li></ul>	
<b>Discussion/Comments:</b>  Preliminary approval of the proposed subdivision is guided by Section 20.2 of the Development Control Bylaw. Section 20.2 states:  No person shall subdivide land within the Town unless the subdivision:  a) conforms with the requirements of this Bylaw; b) is suitable to the topography, physical conditions, soil characteristics, and natural and surface drainage of the land; c) will not cause undue flooding or erosion; d) has convenient street access; e) has adequate utilities and services available or can be conveniently provided with such utilities and services; f) will reasonably conform with existing land use in the immediate vicinity; g) will provide for safe and convenient traffic flow; h) is designed so that lots will have suitable dimensions, shapes, orientation and accessibility; i) is suitable to the use for which it is intended, and the future use of adjacent lands; and, j) the parcel of land in respect of which the permit is requested has frontage on a public road or a private right-of-way established pursuant to Section 4.11 of this Bylaw.  The preliminary subdivision plan has been reviewed against the Development Control Bylaw and	

Official Plan and is being recommended for approval.

Following preliminary approval staff will work with the prospective purchasers to finalize subdivision plans, engineering drawings, development agreements, etc., to provide for the development and final subdivision of the properties.

**Options:**

1. Provide preliminary approval of the subdivision plan as proposed.
2. Not provide preliminary approval.

**Costs/Required Resources:**

N/A

**Source of Funding:**

N/A

**Recommendation:**

It is recommended that Town Council consider and adopt the following resolutions:

***BE IT RESOLVED THAT preliminary approval be given to a proposed 83 lot subdivision of lands of MAC Properties Inc., as per survey plan No. 1738 dated April 5, 2017, drawn by Derek A. French Professional Services Inc.***

04-06-'17 13:35 FROM-

T-478 P0002/0002 F-191

April 6, 2017

Geoff Baker, CAO  
Town of Kensington  
55 Victoria Street East  
PO Box 418  
Kensington, PE  
C0B 1M0

**RE: Ranchlands Estates Subdivision Plan No. 1738**

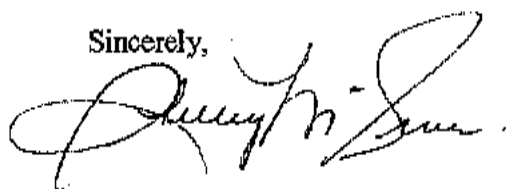
Dear Mr. Baker:

We are aware that a Subdivision Plan (Plan No. 1738, dated April 5, 2017) has been submitted to the Town of Kensington by Mike James for preliminary approval of a subdivision of PID No's 880880 and 880986.

As the current legal owners of the affected properties, we are supportive of this subdivision application.

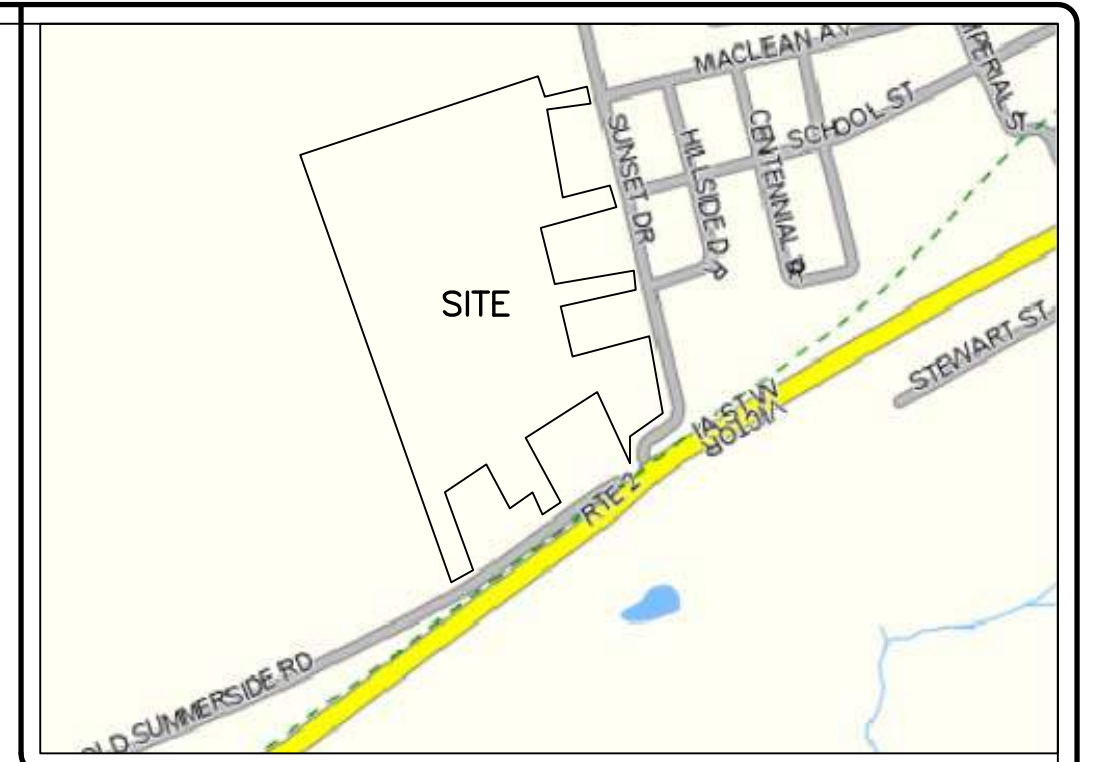
If you have any questions please do not hesitate to contact me at (902) 836-5599.

Sincerely,

A handwritten signature in black ink, appearing to read 'Shelley MacEwen', written in a cursive style.

Shelley MacEwen

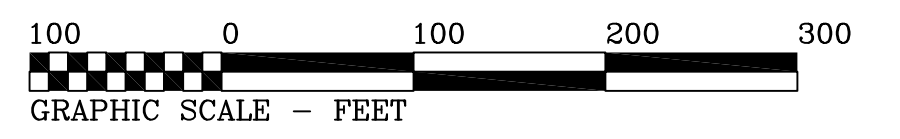




KEY PLAN (N.T.S.)



SCALE 1" = 100'

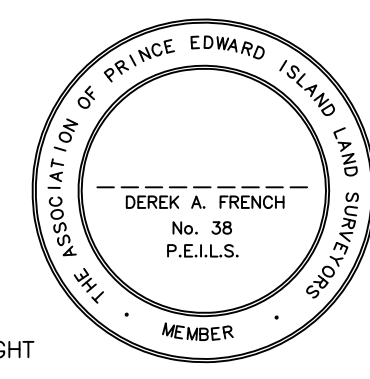


**LEGEND**  
LANDS DEALT WITH BY THIS PLAN .....  
TREE/HEDGE LINE .....

**NOTES**  
1. ALL DIMENSIONS ARE GIVEN IN FEET, UNLESS NOTED.  
2. PROPERTY REGISTRY INFORMATION OBTAINED FROM THE GEOMATICS INFORMATION CENTRE, TAXATION AND PROPERTY RECORDS A DIVISION OF THE PEI DEPARTMENT OF FINANCE, ENERGY AND MUNICIPAL AFFAIRS.  
3. TOTAL AREA OF LANDS BEING DEALT WITH 40 ACRES +/-.

Prepared by:  
**Derek A. French Professional Services Inc.**  
DEREK A. FRENCH, P.E.I.L.S.  
379 TCH, PO Box 580, CORNWALL, PEI, COA 1H0  
t: 902-394-2945  
f: 902-569-2944  
dfrenchservices@gmail.com

PRELIMINARY PLAN SHOWING  
LOTS 1 THROUGH 83  
BEING A PROPOSED SUBDIVISION  
OF LANDS OF  
**MAC PROPERTIES INC.**  
"Ranchland Estates"



KENSINGTON  
PRINCE COUNTY  
P.E.I.  
DRAWN BY: ACP  
DRAWING No. 1738  
PREPARED BY:  
DEREK A. FRENCH P.E.I. LAND SURVEYOR

P.I.D. No.s 880880  
880986  
APRIL 5, 2017  
DATE

## Town of Kensington - Request for Decision


<b>Date:</b> April 7, 2017	<b>Request for Decision No:</b> 2017-18 <b>(Office Use Only)</b>
<b>Topic:</b> A&R Adventures Inc. Development Permit Application	
<b>Proposal Summary/Background:</b>  A&R Adventures Inc. have submitted a development permit application for the installation of a door at the east facing wall of the seafood market building (former Coulson Realty Building) to facilitate access to the rear deck.  A copy of the development permit application and building photograph (east facing wall) is attached.	
<b>Benefits:</b> <ul style="list-style-type: none"><li>• N/A</li></ul>	
<b>Disadvantages:</b> <ul style="list-style-type: none"><li>• N/A</li></ul>	
<b>Discussion/Comments:</b>  The application has been reviewed against the Development Control Bylaw and Official Plan and is being recommended for approval by staff.	
<b>Options:</b> <ol style="list-style-type: none"><li>1. Approve the Development Permit Application as proposed.</li><li>2. Not approve the application.</li></ol>	
<b>Costs/Required Resources:</b>  N/A	<b>Source of Funding:</b>  N/A
<b>Recommendation:</b>  It is recommended that Town Council consider and adopt the following resolutions:  <i><b>BE IT RESOLVED THAT approval be given to a development permit application from A&amp;R Adventures Inc. for the installation of a door along the east facing wall of the seafood market building located at 49 Broadway Street North.</b></i>	

**TOWN OF KENSINGTON  
APPLICATION FOR BUILDING PERMIT**

1. Name and Address of Applicant A & R Adventures Inc C/O Austin Roberts, Po Box 249  
Kensington , PE C0B1M0 Telephone 902 836 7393
2. Property Address 49 Broadway St Property Number 77859
3. Property Status:  
Land purchased from Coulson Realty Ltd Year Purchased April, 2016  
If lot is located in an approved sub-division, please give  
Name of Sub-Division: \_\_\_\_\_ Lot No. \_\_\_\_\_
4. Proposed Use:  
Building or addition to be used for: Single Family Dwelling \_\_\_ Duplex \_\_\_ Store \_\_\_  
Private Garage \_\_\_ Commercial Garage \_\_\_ Private Storage Building \_\_\_  
Other (describe) Business Building – Add food service and spirits to existing Fish Market
5. Location of property to be developed:  
Located on North \_\_\_ South \_\_\_ East  West \_\_\_ side of Broadway Street  
Between the property of \_\_\_\_\_ and the property of \_\_\_\_\_
6. Size of Property:  
Road frontage 30ft Property depth 60ft Area 1800 sq. ft.
7. Description of project and details of structure:  
Works proposed consists of: New Construction \_\_\_ Addition to existing \_\_\_  
Repairing \_\_\_ Remodelling   
Describe Project: Add door to east side of building to excess the deck.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Ground floor: Length \_\_\_\_\_ Feet. Width \_\_\_\_\_ Feet.  
Number of Stories \_\_\_\_\_ Number of Bedrooms \_\_\_\_\_
- |                     |                      |               |              |
|---------------------|----------------------|---------------|--------------|
| Type of Foundation  | External Wall Finish | Roof Material | Chimney      |
| Poured Concrete ___ | Siding _____         | Asphalt _____ | Brick _____  |
| Concrete block ___  | Wood shingles _____  | Steel _____   | Prefab _____ |
| Pier _____          | Steel _____          | Other _____   | Other _____  |
| Other _____         | Other _____          |               |              |
8. Water Supply: Private \_\_\_\_\_ Municipal
9. Sewerage System: Private \_\_\_\_\_ Municipal
10. Estimated cost of Project: \$1500
11. Name and Address of Contractor or Chief Contractor DesRoches Construction, Kinkora.  
\_\_\_\_\_
12. Dates of expected start and finish of project: April 15th  
\_\_\_\_\_
13. Moving a building (Describe) \_\_\_\_\_
14. Demolishing a building (Describe) \_\_\_\_\_
15. 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 and center of road.

Signature of Applicant 

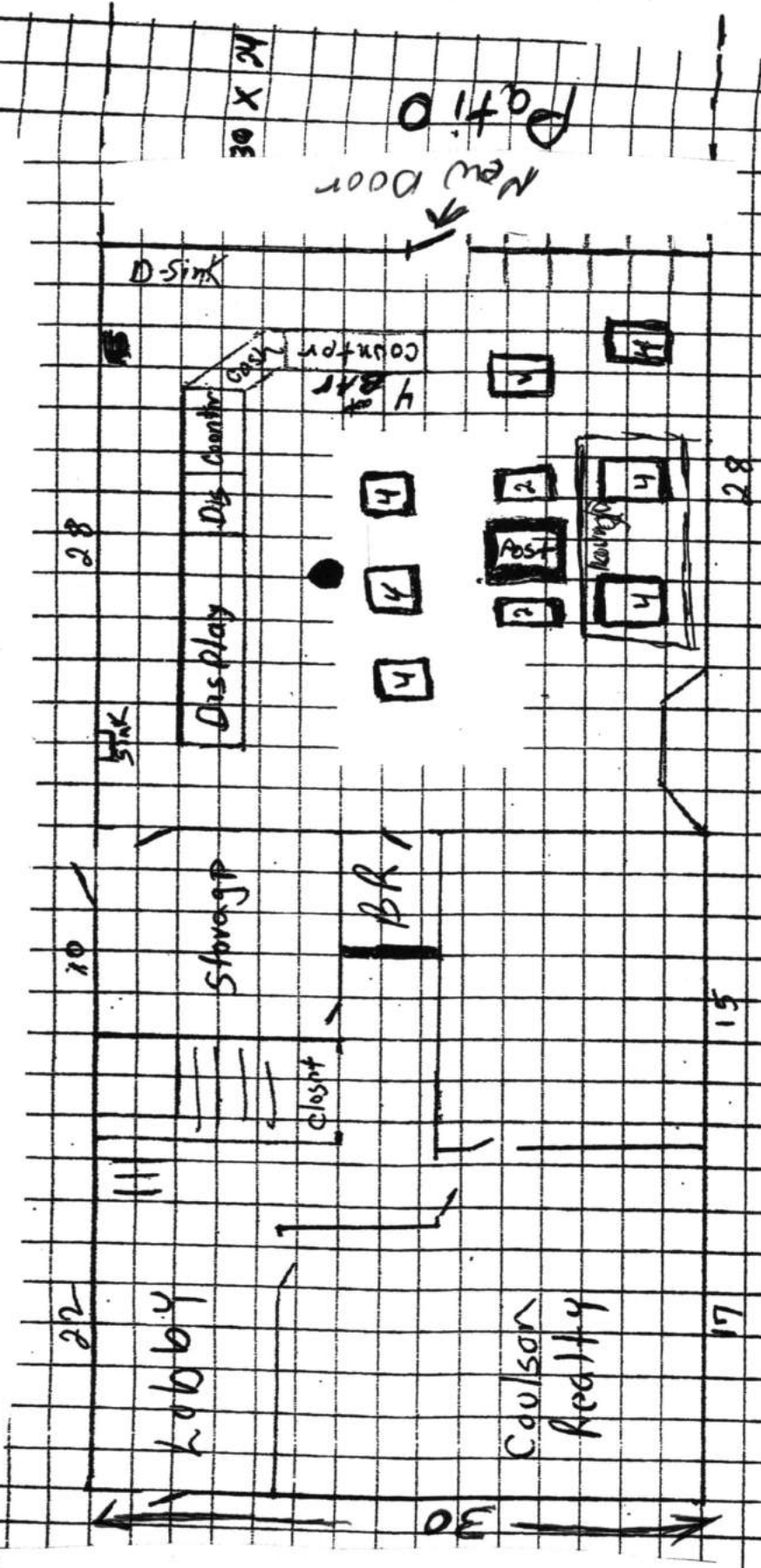
Date: April 3 / 17

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

Broadway St

Parking

Parking





## Town of Kensington - Request for Decision

<b>Date:</b> April 7, 2017	<b>Request for Decision No:</b> 2017-19 <b>(Office Use Only)</b>
<b>Topic:</b> Ballfield Dugouts	
<b>Proposal Summary/Background:</b> <p>As Councillors are aware, two ballfield dugouts were destroyed by high winds in late October 2016. As such, staff requested two quotes to replace the dugouts. Quotes were requested for a metal fence type construction and a wood construction. The quotes came in as follows:</p> <p>GBB Construction (wood) - \$7,817.62 plus HST Eastern Fence Products (metal fencing) – “around” \$10,000 plus HST (Town would be responsible for levelling site)</p> <p>The dugouts are covered under the Town’s insurance policy and are subject to a \$2,500 deductible. The two quotes were provided to the insurance company and they have advised that they will cover costs associated with the lowest quote only, being GBB Construction (wood construction).</p> <p>Following the submittal of the two above quotes to the insurance company, a third quote was submitted to the Town from Kelly’s Construction (apparently requested by Kevin Gallant) for a metal construction, with the sides and roof being of a metal cladding construction. It is not recommended that Town Council proceed in this direction as the metal cladding is not deemed to have the same durability or longevity as the pressure treated wood construction (GBB) or the metal fence construction (Eastern Fence) and aesthetically would not be as pleasing. Kelly’s Carpentry quote came in at \$6,363.44 plus HST. This quote has <u>not</u> been provided to the insurance company at this point in time.</p> <p>It is recommended that Town Council proceed with the construction of the dugouts as per the quote of GBB Construction. The quotes are attached.</p>	
<b>Benefits:</b> <ul style="list-style-type: none"><li>• Will provide the Town with two new dugouts at the Don Clark Ball Field.</li></ul>	
<b>Disadvantages:</b> <ul style="list-style-type: none"><li>• N/A</li></ul>	
<b>Discussion/Comments:</b> <p>It is understood that the dugouts will be constructed of pressure treated lumber and would be constructed in such a manner to minimize wind resistance, i.e. designed to allow wind to pass through the dugouts.</p>	

**Options:**

1. Award the dugout replacement contract to GBB Construction as proposed.
2. Award the contract to one of the other bidders..

**Costs/Required Resources:**

\$7,817.62 plus HST

Town would be responsible for a \$2,500 deductible with the remainder covered through the Town's insurance policy.

**Source of Funding:**

Community Gardens Complex Capital

**Recommendation:**

It is recommended that Town Council consider and adopt the following resolutions:

***BE IT RESOLVED THAT the contract for the replacement of two dugouts at the Don Clark ballfield be awarded to GBB Construction as per their quote dated March 20, 2017 in the amount of \$7,817.62 plus HST.***

# GBB CONSTRUCTION

# QUOTE

% WENDELL WARREN  
 PO BOX 617  
 KENSINGTON, Prince Edward Island C0B 1M0

Quote No.: 151  
 Date: 03/20/2017  
 Page: 1  
 Ship Date:

Sold To:  
 TOWN OF KENSINGTON  
 KENSINGTON, PE C0B 1M0

Ship To:  
 TOWN OF KENSINGTON  
 KENSINGTON, PE C0B 1M0

Business No.: 86450 1796

Item No.	Quantity	Unit	Description	Tax	Unit Price	Amount
	1		Remove 2 old ballfield dugouts and replace with new - Labour	51	4,160.00	4,160.00
	1		Material	51	2,777.62	2,777.62
	1		Site prep	51	330.00	330.00
	1		Concrete	51	250.00	250.00
	1		Clean up	51	300.00	300.00
			Subtotal:			7,817.62
			51 - HST @ 15%, non-refundable HST			1,172.64
GBB CONSTRUCTION HST: #864501796						
Shipped by						
Comments					<b>Total Amount</b>	<b>8,990.26</b>
Sold By:						

## Geoff Baker

---

**From:** Community Gardens <cgardens@pei.aibn.com>  
**Sent:** Wednesday, December 07, 2016 8:43 AM  
**To:** mail@townofkensington.com; Geoff Baker  
**Subject:** Fwd: Kensington Ballfield Dugouts

This is price to replace dugouts Wendy can you forward info to insurance company for approval of replacement of damaged ones and we would be looking at the spring if everything is good

Sent from my iPhone

Begin forwarded message:

**From:** "Kole Waite\_Eastern Fence" <k.waite@easternfence.ca>  
**Date:** December 7, 2016 at 8:20:19 AM AST  
**To:** <cgardens@pei.aibn.com>  
**Cc:** "John Earl Eastern Fence PEI" <pei.sales@easternfence.ca>  
**Subject:** Kensington Ballfield Dugouts

Morning Robert,

A budget price for the supply and installation of two dugouts would be around \$ 10000.00 HST extra. Based on customer leveling site where dugouts are to be placed. Any questions, please do not hesitate to contact us.

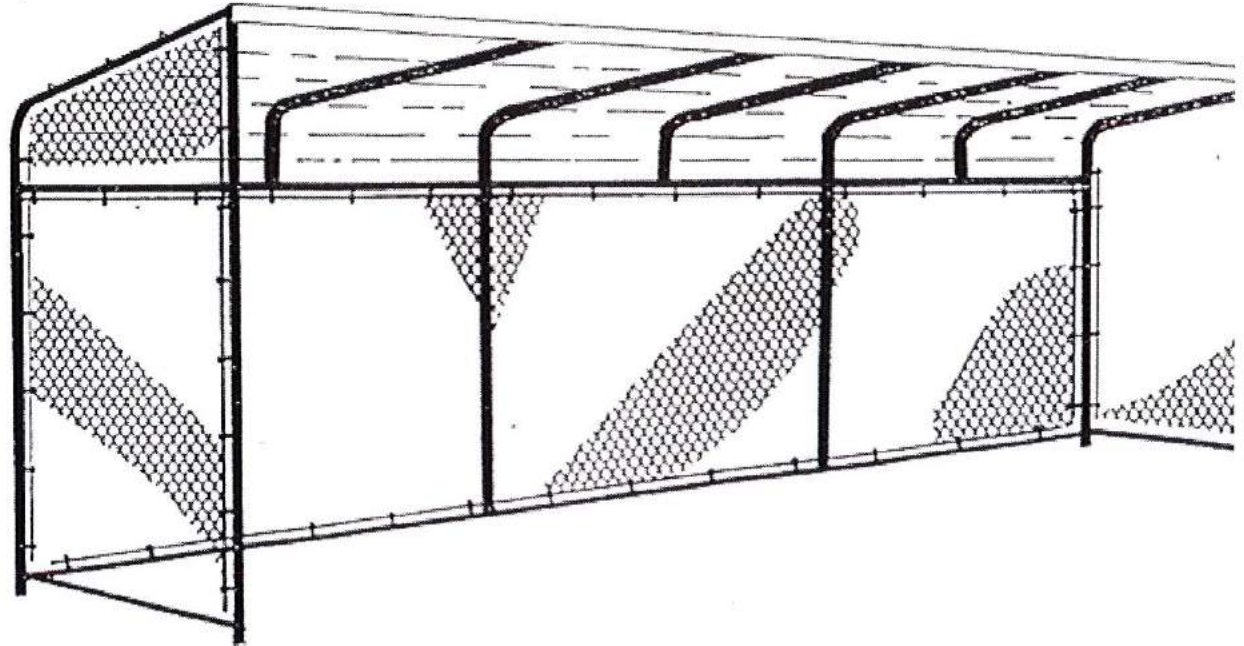
## BASEBALL DUGOUTS

### CONSTRUCTION:

2 3/8" O.D. GALV. PIPE FRAME - 9 GA. 2" MESH FILL  
2 3/8" O.D. GALV. PIPE SEAT BRACKETS & PRESSURE TREATED SEAT  
26 GA. CHANNEL WALL COLORED ROOFING  
INCLUDES 4 - 2 3/8 X 6'6" HOLDDOWN POSTS AND 8 BRACKETS

**DIMENSIONS :** 24' LONG , 8' HIGH ALONG FRONT , 7' HIGH ALONG BACK.





*Regards,*

***Kole Waite, C.Tech***

**Sales Department**

Eastern Fence Products

21 W.B MacPhail Drive, Cornwall, PE, C0A 1H5

PH: (902)368-2927

Fax: (902)629-1700

Email: [k.waite@easternfence.ca](mailto:k.waite@easternfence.ca)

Website: [www.easternfence.ca](http://www.easternfence.ca)



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Thank you. Eastern Fence Products.





15 Andrews Dr.  
 Kensington  
 P.E.I. C0B 1M0  
[jkelly1@outlook.com](mailto:jkelly1@outlook.com)  
 BN-806178638

TO: KARA  
 2 Ball field dugouts

DATE:  
 MARCH 23 2017

DESCRIPTION	QUANTITY	UNIT PRICE	COST
Materials for both complete dugouts	1	LTL 1.00	LTL 3,483.44
labour	68	LTL 35.00	LTL 2,380.00
Fees for guy to come dig post holes	1	LTL 1.00	LTL 250.00
Garbage fees	1	LTL 1.00	LTL 250.00
		Subtotal	LTL 6,363.44
		Tax	15.00% LTL 954.52
		Total	LTL 7,317.96

## Town of Kensington - Request for Decision

<b>Date:</b> April 7, 2017	<b>Request for Decision No:</b> 2017-20 <b>(Office Use Only)</b>
<b>Topic:</b> Request for Letter of Support for Seafood Market Liquor License	
<b>Proposal Summary/Background:</b>	
<p>A request has been received from George Roberts (A&amp;R Adventures Inc.) requesting a letter of support from Town Council for a liquor license (Dining and Lounge) for a property located at 49 Broadway Street North (former Coulson Building). It is indicated in the request that the fish market operating in the building will continue offering a menu that includes oysters, lobster rolls, seafood chowder, etc. however, they would like to offer alcoholic beverages, beer, wine, liquor, etc. It is proposed that a door be added which would allow alcohol to be served on the rear deck. It is stated that the theme on the deck would be that of a beer garden.</p> <p>A letter of support is required from the Town to enable the application to the PEI Liquor Control Commission (PEILCC).</p> <p>The following information regarding Dining Room and Lounge Liquor Licenses is taken from the PEILCC Website:</p> <p><u>DINING ROOM</u></p> <p>A Dining Room License authorizes the licensee to purchase liquor from the PEILCC and sell the liquor so purchased by the glass and beer and wine by the glass or open bottle with meals.</p> <p><u>LOUNGE</u></p> <p>Only a Dining Room License holder may apply for a Lounge License. A Lounge License authorizes the licensee to purchase liquor from the PEILCC and to sell the liquor so purchased by the glass and beer and wine by the glass or open bottle, with or without meals.</p> <p>I've reviewed the parking requirements for the proposed intensification of the Seafood Market Building based on the following information provided by the property owner:</p> <ol style="list-style-type: none"><li>1. Broadway 45/Seafood Market – Total Seating Capacity (including decks) 160</li><li>2. Coulson Realty – 590 sq. ft.</li><li>3. Admin Offices (Upper Floor of Seafood Market) – 1700 sq. ft.</li></ol> <p>The Town's Development Control Bylaw provides the following parking requirements:</p> <ol style="list-style-type: none"><li>1. Restaurant or Lounge – 1 Parking Space per four seats of seating capacity.</li><li>2. Professional Offices – 1 parking space per 300 sq. ft. of floor area.</li></ol> <p>Results in the following:</p> <ol style="list-style-type: none"><li>1. Broadway 45/ Seafood Market – 160 seats/4 = 40 parking spaces</li><li>2. Coulson Realty – 590 sq. ft./300 = 1.96 parking spaces = 2 parking spaces</li><li>3. Admin Offices – 1700 sq. ft./300 5.66 parking spaces = 6 parking spaces.</li></ol>	

Bringing the total required parking spaces to 48.

According to the parking schematic (attached) provided to me on March 27<sup>th</sup> by the property owner, it was indicated that 40 parking spaces were available between the Broadway 45 parking area and the area between the Seafood Market and the Food Basket. I visited the site and took measurements through aerial photography and note the parking space available between the two properties is, at a maximum, 34 to 36 spaces, which leaves the development 12 to 14 spaces short of compliance with the Bylaw.

According to the property owner he does not believe that at any one time would Broadway 45 and the Seafood Market be at maximum seating capacity and that if they were it is likely to occur after 5:00 PM when public parking spaces in the core area would be available.

Town Council does have the ability to waive commercial parking requirements under Section 5.6 of the Bylaw. It states that Council may, through a Development Agreement waive or reduce the parking requirements in a commercial zone in return for parking fees or other considerations as approved by Council, such as arrangements for shared parking or bicycle parking, which will further the objectives and policies of the Official Plan in relation to development in the Town. In rendering its decision, Council shall give consideration to the following:

1. Availability of parking in proximity of the proposed development.
2. The extent to which the proposed development contributes toward the objectives and policies of the Official Plan
3. Estimated traffic generation of the proposed development.

Town Council does also have the ability to apply a variance to the parking requirement, however variances, under the Bylaw, will not typically exceed 10% variance from the Bylaw unless deemed desirable and appropriate by Town Council and if such variance is in keeping with the general intent and purpose of the Bylaw. Instances where Town Council believes that a variance application could have significant effect on adjacent properties or properties in the general vicinity, Council may require that a public meeting be held.

**Benefits:**

- Will provide the Town with another licensed facility in the core area which may attract additional visitors to the Town.

**Disadvantages:**

- May result in a lack of public parking availability to other businesses in the core area.
- May result in increased traffic congestion issues in the vicinity of the affected businesses.

**Discussion/Comments:**

As indicated previously, the primary constraint around providing the letter of support for licensing the Seafood Market is the potential to create further parking issues in the core area of the town. Town Council does have the ability to vary from the requirements of the Bylaw as it relates to parking and also has the ability to waive parking requirements in favour of parking fees or other considerations as Council may deem appropriate, such as motorcycle parking, bicycle parking, shared parking arrangements, parking fees, etc. It is noted that approximately 10 motorcycle parking spaces are available on the Broadway 45 property which have not been included in the total parking availability

as contemplated above.

I have completed some preliminary research on waiving parking requirements in favour of parking fees. There are a wide range of policy options as far as this is concerned. Parking fees generally range from \$500.00 per space to as high as \$3,000 per space. Any fees are typically held in reserve by the municipality to enhance the availability of public parking spaces.

It is recommended that Town Council consider all of the above information and any other information deemed relevant in formulating a decision as to whether or not to provide a letter of support to license the Seafood Market.

**Options:**

1. Direct staff to provide a letter of support for the licensing of the Seafood Market.
2. Not provide a letter of support.

**Costs/Required Resources:**

N/A

**Source of Funding:**

N/A

**Recommendation:**

It is recommended that Town Council consider the following resolution:

***BE IT RESOLVED THAT the Town Council provide a letter of support to A&R Adventures Inc. for their application to the Prince Edward Island Liquor Control Corporation for a lounge and dining room liquor license for the seafood market located at 49 Broadway Street North.***

**Geoff Baker**

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

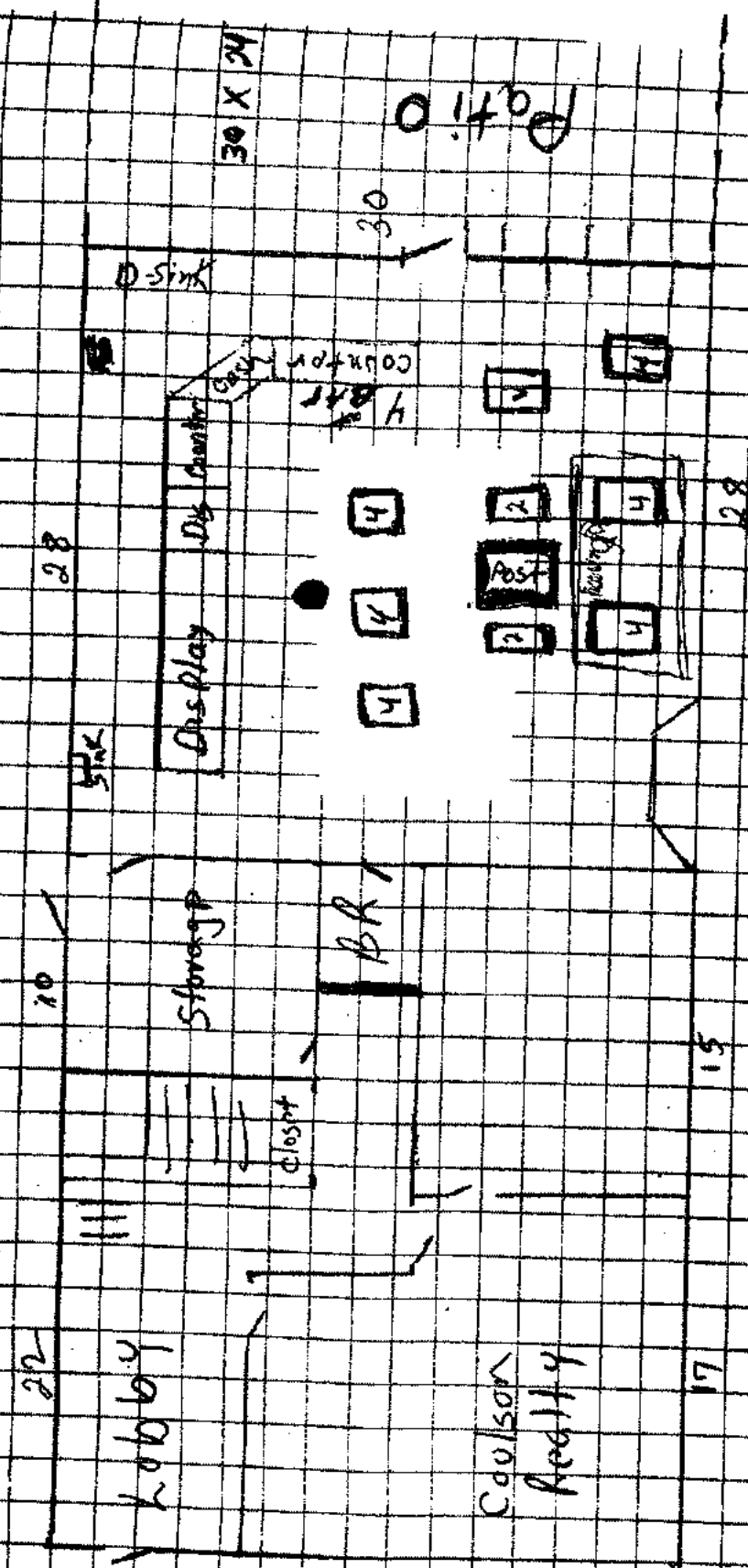
Hi Jeff

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

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

Thanks  
George .

# Coulson Building



Coulson  
Realty

Food Basket

12 spaces

4 spaces

Coulson's

7 spaces

8 spaces

TIMS

Broadway Street

40 parking spaces

LIBBY

2 spaces

Deck 4 spaces

3 spaces

Broadway

























## Town of Kensington - Request for Decision

<b>Date:</b> April 7, 2017	<b>Request for Decision No:</b> 2017-21 <b>(Office Use Only)</b>
<b>Topic:</b> Blue Shank Trucking Zoning Bylaw and Official Plan Amendment Request	
<b>Proposal Summary/Background:</b>  Please see the attached report.	
<b>Benefits:</b>  <ul style="list-style-type: none"> <li>• Will provide the Town with the potential for a new multi-unit development.</li> </ul>	
<b>Disadvantages:</b>  <ul style="list-style-type: none"> <li>• N/A</li> </ul>	
<b>Discussion/Comments:</b>  See attached report.	
<b>Options:</b>  <ol style="list-style-type: none"> <li>1. Give first reading to the Bylaw Amendment (Re-Zoning Application)</li> <li>2. Not give first reading to the Bylaw Amendment.</li> </ol>	
<b>Costs/Required Resources:</b>  N/A	<b>Source of Funding:</b>  N/A
<b>Recommendation:</b>  It is recommended that Town Council consider and approve the following resolution:  <b>First Reading</b>  <b><u>Resolution 1</u></b>  <i>WHEREAS a request has been received from Blue Shank Trucking Ltd., the owner of PID No 792580, to amend the Town of Kensington Development Control Bylaw to re-zone the aforementioned properties from Single Unit Residential (R1) to Multi-Unit Residential (R3) for the purpose of constructing a multi-unit development;</i>  <i>AND WHEREAS town staff have evaluated and analyzed the request and are recommending that Town Council proceed with the Bylaw amendment (re-zoning);</i>  <i>BE IT RESOLVED THAT Kensington Town Council give first reading to amend the Zoning and Subdivision Control Bylaw to re-zone PID No 792580 (Lots 17-1 &amp; 17-2 and remainder of PID No 792580) along Douglas Street from Single Unit Residential (R1) to Multi-Unit Residential (R3) to facilitate the construction of a multi-unit development.</i>	

**Resolution 2**

***WHEREAS a request has been received from Blue Shank trucking Ltd., the owner of PID No 792580, to amend the Town of Kensington Development Control Bylaw to re-zone the aforementioned properties from Single Unit Residential (R1) to Multi-Unit Residential (R3) for the purpose of constructing a multi-unit development;***

***AND WHEREAS town staff have evaluated and analyzed the request and are recommending that Town Council proceed with the Bylaw amendment (re-zoning);***

***AND WHEREAS the Bylaw amendment was read a first time at this meeting;***

***BE IT RESOLVED THAT Kensington Town Council approve first reading to amend the Zoning and Subdivision Control Bylaw to re-zone PID No 792580 (Lots 17-1 & 17-2 and remainder of PID No 792580) along Douglas Street from Single Unit Residential (R1) to Multi-Unit Residential (R3) to facilitate the construction of a multi-unit development.***

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**TOWN OF KENSINGTON - MEMORANDUM**

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**TO:** MAYOR AND TOWN COUNCILLORS  
**FROM:** GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER  
**SUBJECT:** ZONING BYLAW AMENDMENT – PID NO. 792580  
**DATE:** 07/04/2017  
**ATTACHMENTS:** PROPERTY MAPPING

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### **Summary**

An Application has been received from David Webster (Blue Shank Trucking Ltd. (BST)), to re-zone PID No. 792580 (Lots 17-1 and 17-2 and remainder of PID 792580) from single unit residential (R1) to multi-unit residential (R3) to facilitate a multi-unit residential development on Lot 17-1.

### **Background**

**Owner/Applicant:** David Webster (Blue Shank Trucking Ltd.)

**Existing Land Use:** Single Unit Residential (R1)

**Existing Zoning:** Single-Unit Residential (R1)

**Existing Use (Physical):** The property is currently vacant.

**Proposed Zoning:** It is being proposed by the applicant/property owner to re-zone the property to R3 to facilitate future multi-unit development on the property.

**Adjacent Zones/Uses:** The subject property lies adjacent to multi-unit residential properties to the north with the remainder of the surrounding lands being outside of the boundaries of the Town. As such, the remaining surrounding lands contain no land use or zoning designations, although generally appears to be of a single unit use.

**Servicing:** All developments in an R3 Zone shall be serviced by Municipal sewer services and Municipal water supply.

**PID No.:** 792580

## **Official Plan**

Staff has reviewed the Official Plan in its entirety and find that the current amendment application (re-zoning and Official Plan) does not contravene any policies of the Plan. The goals of the Official Plan relevant to this application include:

- S.4.3.2 Social – To provide a range of residential zoning to support housing opportunities to meet various socio-economic and physical needs.
- S. 4.3.3 Economic – To increase the Town’s employment and assessment base.
- S.4.3.3 Economic – To maintain reasonable property tax rates.
- S 4.3.4 Physical – To ensure an adequate supply of serviced land to accommodate the projected needs of various land uses within the Town.

The policies of the Official Plan relevant to this application include:

### **Section 5.4 Residential**

Housing demand in Kensington is strong. Serviced residential lots, however, are in short supply. The Town intends to address the marketplace for more innovative, energy efficient and diverse housing types.

### **Objectives**

1. To actively promote the Town as a residential location.
2. To encourage residential development standards which stress energy efficiency and land use compatibility.

### **Policy PR-1: Zoning**

*It shall be the policy of Council to designate sufficient residential land to accommodate the projected and potential housing needs of the Town.*

### **Plan Action:**

- The Development Bylaw shall zone sufficient residential land to meet the projected needs of the Town.
- Residential zoning shall be in conformance with the General Land Use Plan.
- The Development Bylaw shall establish zones and development standards for Single Detached, Low Density and Multi-unit forms of residential development.

### **Policy PR-3: Residential Development Standards**

It shall be the policy of Council to establish residential development standards relating to density, architectural harmony, building type, lot sizes, setbacks, amenity areas, parking, buffering and other matters in order to enhance the health, safety and convenience of residents.

#### **Plan Action:**

- The Development Bylaw shall establish residential designations for low, medium and high density.
- The Town will carefully analyze new developments within established residential neighbourhoods prior to permits being issued to ensure that they are compatible and not detrimental. Compatibility, while not readily measurable, will be examined in terms of building types and forms, street line, density and levels of activity including projected traffic generation.
- The standards and criteria on which Council's decision will be based will be outlined in the Zoning and Subdivision Control Bylaw.

### **Policy PR-7: Housing Development and Promotion**

It shall be the policy of Council to work with the private sector and government agencies to actively promote Kensington as a residential development opportunity. *Council shall work with land owners and developers to provide a variety of residential development opportunities.*

### **Zoning and Subdivision Control Bylaw**

*Existing Zoning is Single Unit Residential (R1).*

*The Zoning and Subdivision Bylaw states the following as it relates to development within the R1 zone:*

#### **7.2 PERMITTED USES**

No building or part thereof and no land shall be used for purposes other than:

- (1) Single detached Dwellings
- (2) Parks and Playgrounds
- (3) Accessory Buildings
- (4) Private Garages
- (5) Bed and Breakfasts

#### **7.3 SPECIAL PERMIT USES**

Notwithstanding Section 7.2 above, Council may issue a special development permit for the following uses where it deems the development is appropriate, all other relevant provisions of this Bylaw are met, and subject to such conditions as Council may impose:

- (1) Group homes
- (2) Child care facilities
- (3) Inns or Bed and Breakfasts with over 3 bedrooms

#### **7.4 SERVICING**

All developments in an R1 Zone shall be serviced by municipal sewer services and municipal water supply where services exist.

#### **7.5 LOT REQUIREMENTS**

The following regulations shall apply to fully serviced development in an R1 Zone:

- (i) Minimum Lot Area 6,500 sq.ft.(585sq.m)
- (ii) Minimum Frontage 65 feet (20 m)
- (iii) Minimum Front Yard 15 feet (4.5 m)
- (iv) Minimum Rear Yard 15 feet (4.5 m)
- (v) Minimum Side Yard 10 feet (2.3 m)
- (vi) Minimum Flankage Yard 15 feet (4.5 m)
- (vii) Maximum Height of any Building 35 feet (10.5 m)
- (viii) Minimum floor area 500 sq. ft.
- (ix) Maximum lot coverage 35%

***The Zoning and Subdivision Bylaw states the following as it relates to development within the multi - family residential (R3) zone:***

#### **9.2 PERMITTED USES**

No building or part thereof and no land shall be used for purposes other than:

- (1) Duplex & Semi-Detached Dwellings
- (3) Row or Town House Dwellings up to eight (8) units
- (4) Apartments up to 12 units
- (5) Parks and Playgrounds

- (6) Accessory Buildings
- (7) Private Garages
- (8) Bed & Breakfasts
- (9) Community Care Facility

The following conditional uses subject to such terms and conditions as shall be imposed by Council:

- (1) Multi-Unit Dwellings with over 12 units

### **9.3 SPECIAL PERMIT USES**

The provisions of Section 8.3 shall also apply to an R3 Zone.

### **9.4 SERVICING**

All developments in an R3 Zone shall be serviced by municipal sewer services and municipal water supply.

### **9.5 LOT REQUIREMENTS**

The following regulations shall apply to development in an R3 Zone:

- (i) For Duplex or Semi-Detached Dwellings, the lot requirements shall be the same as Section 8.5 Two-Family Residential;
- (ii) For Apartments and Townhouse Dwellings the lot requirements shall be as follows:

#### **Apartments**

- (1) Minimum Lot Area - 6,000 sq. ft. (540 sq. m.), plus 1,000 sq.ft. (90 sq. m) for each dwelling unit
- (2) Minimum Frontage 75 ft. (22.5 m)
- (3) Minimum Front Yard 15 ft. (4.5 m)
- (4) Minimum Rear Yard 15 ft. (4.5 m)
- (5) Minimum Side Yard 10 ft. (3 m)
- (6) Minimum Flankage Yard 15 ft. (4.5 m)
- (7) Maximum Height of any Building 2.5 stories or 35 ft. (10.5 m)

(8) Maximum Lot Coverage 35%

**Row or Townhouse Dwellings**

(1) Minimum Lot Area 10,000 sq. ft. (900 sq. m) for the 1st 3 units plus 3,000 sq. ft. (270 sq. m) for each additional unit

(2) Minimum Frontage 100 feet (30 m) for the 1<sup>st</sup> 3 units plus 25 feet (7.5 m) for each additional unit

(3) Minimum Front Yard 15 feet (4.5 m)

(4) Minimum Rear Yard 15 feet (4.5 m)

(5) Minimum Side Yard 10 feet (3 m)

(6) Minimum Flankage Yard 15 feet (4.5 m)

(7) Maximum Height of any Building 35 ft. (10.5 m)

(8) Maximum Lot Coverage 35%

Notwithstanding the above lot requirements, Council may authorize reduced lot requirements where the applicant agrees to provide underground parking.

**Public Meeting**

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

**PURPOSE:**

The purpose of the meeting is to allow residents and other interested persons an opportunity to make representation concerning an application to re-zone lands of Blue Shank Trucking, being lots Lot 17-1, 17-2 and the remainder of PID #792580 along Douglas Street from its current Single Residential Zone (R1) to Multi-Unit Residential Zone (R3).

The purpose of the meeting is to also allow residents and other interested persons to make representation prior to a request being made to the Minister of Communities, Land and Environment to approve an amendment to the general land use map that is part of the Town's Official Plan as it relates to the application.



Mayor Caseley opened the floor for any residents present at the meeting to make representation/comments on the proposed bylaw amendment.

Bob Roberts requested clarification on the process required for the developer to proceed with the development. Mayor Caseley responded that the developer would be required to submit a development permit application, but is unable to do so with the current zoning of the property. It is understood the development plan will be similar to others in this area which include duplexes, multi-unit dwellings, but will not exceed 12 units. Mayor Caseley also clarified that if the development intent changes in the future, the owner would be required to submit a re-zoning application to change it to the appropriate zone.

Donnie Harris commented that his family owns an adjoining property to the lands subject for re-zoning, which is located outside of the current Town boundary. He expressed concern regarding the proposed development impacting their future development of their land and if the owner of the property intended on using the development for rentals or if the units would be sold individually. Mayor Caseley commented that the development permit will not be received until the completion of the re-zoning process, but reiterated that we have been informed that the proposed development would mirror that of the one located at 9 Imperial Street. It was also noted that the height restriction for this zone is 35 ft.

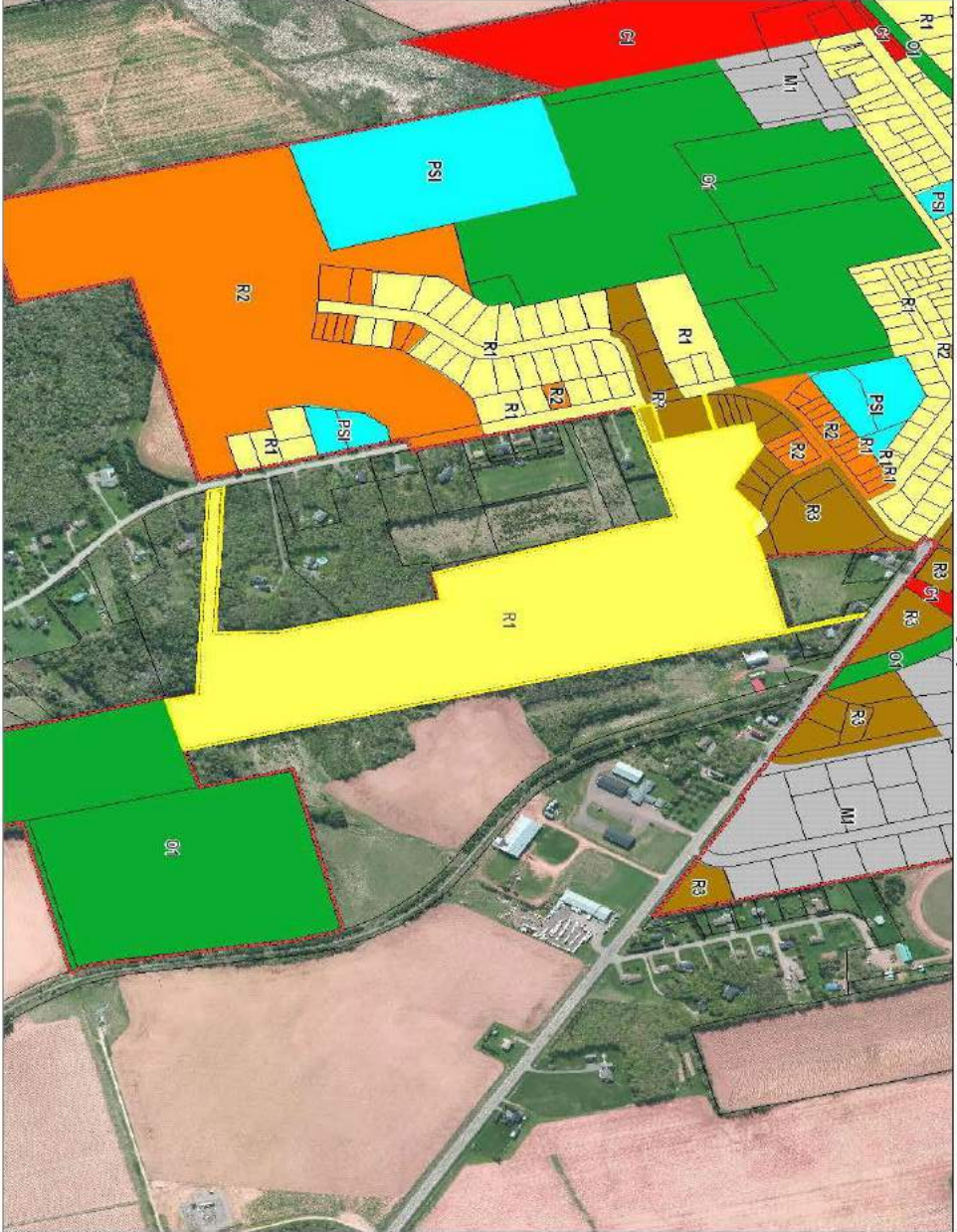
The meeting adjourned at 6:22 PM.

### **Staff Recommendation**

***THAT approval be given to an amendment to the Zoning and Subdivision Control Bylaw to re-zone Property No. 792580 (Lot 17-1, 17-2 and remainder of 792580) from single-unit residential (R1) to multi-unit residential (R3) and that such amendment be given first reading at the April 10, 2017 regular meeting of Town Council.***

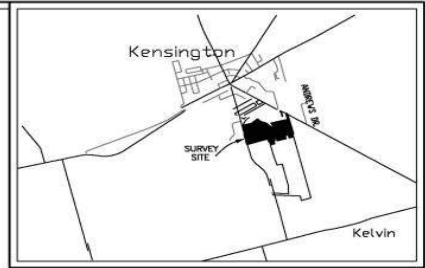
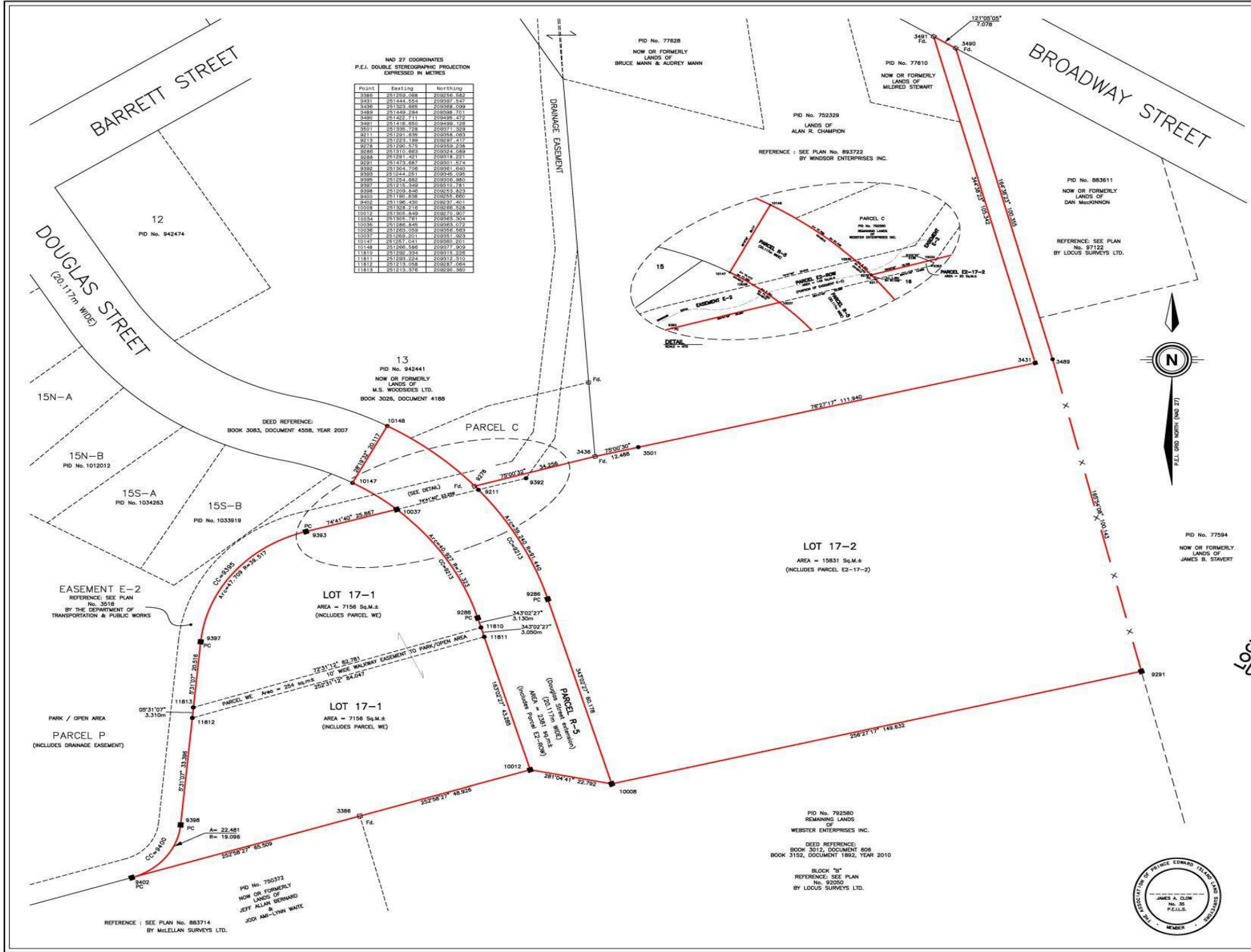


PUD No. 202580



202580 Zoning Map





- LEGEND**
- FOUND SURVEY MARKER . . . . . □
  - PLACED SURVEY MARKER . . . . . ■
  - FOUND . . . . . Fd.
  - LANDS DEALT WITH BY THIS PLAN . . . . . ---
  - RADIUS . . . . . R
  - CENTRE OF CURVATURE . . . . . CC
  - LENGTH OF ARC . . . . . A
  - POINT OF CURVATURE . . . . . P.C.
  - CALCULATED POINT . . . . . ●

- NOTES**
- FIELD WORK WAS PERFORMED DURING MARCH, 2017.
  - FIELD MEASUREMENTS HAVE BEEN ADJUSTED BY THE COMPASS RULE AND SCALE FACTOR HAS NOT BEEN APPLIED.
  - ADJUSTMENTS ARE GRID.
  - ALL GRID AZIMUTHS AND COORDINATES ARE REFERENCED TO THE PRINCE EDWARD ISLAND STEREOGRAPHIC PROJECTION, PRIOR TO JULY 1, 1979.
  - ALL DIMENSIONS ARE GIVEN IN METRES, UNLESS NOTED.

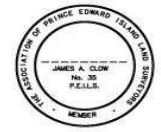
**LOCUS SURVEYS LTD.**  
 18 PARK ROAD  
 P.O. BOX 35  
 KENSINGTON, P.E.I.  
 C0B 1M0  
 PHONE 902-836-3923

PLAN OF SURVEY SHOWING  
 LOTS 17-1 AND 17-2  
 BEING A SUBDIVISION OF LANDS OF  
 WEBSTER ENTERPRISES INC.

SCALE = 1 500 METRIC

KENSINGTON PRINCE COUNTY LOT 19 P.E.I.  
 DRAWN BY: J.C. ORTHO No. 11L 05 6E2-1  
 DRAWING No. 17018-S01 P.I.D. No. 792580

I, JAMES A. CLOW, PRINCE EDWARD ISLAND LAND SURVEYOR, DO HEREBY CERTIFY THAT THIS SURVEY WAS EXECUTED UNDER MY DIRECTION AND SUPERVISION, AND THAT THIS PLAN IS A TRUE AND CORRECT REPRESENTATION OF SAID SURVEY.



MARCH 13, 2017  
 JAMES A. CLOW P.E.I. LAND SURVEYOR DATE

## Town of Kensington - Request for Decision

<b>Date:</b> April 7, 2017	<b>Request for Decision No:</b> 2017-22 <b>(Office Use Only)</b>
<b>Topic:</b> Transfer of Street to the Province of Prince Edward Island	
<b>Proposal Summary/Background:</b>	
<p>Town Councillors have held initial discussions about the potential of transferring the ownership of Town owned streets to the Province of PEI. The general consensus has been that the annual street grant from the province is insufficient to cover street related costs and the province should be able to maintain and upgrade/replace streets in a more economical way than the Town.</p> <p>As such, the Mayor and CAO met with the Minister of Transportation, Infrastructure and Energy on February 23, 2017 to discuss, among other items, whether or not transferring the ownership of the streets is supported by the province and if so, the process involved to formally initiate a transfer. We were advised that to begin the process a formal request from Town Council must be made to the Minister. Currently, there are a number of municipalities across PEI who do not own or maintain local streets, Stratford and Cornwall being the two largest. Montague are currently in the process of transferring ownership of their streets to the province.</p> <p>The Town of Kensington owns, and is responsible for, approximately 9.34 kms of street (subject to final confirmation). Responsibilities for streets include all maintenance (pothole patching, sweeping etc.), snow and ice control, capital upgrades and replacement, signage installation and replacement, storm sewer and ditch maintenance, etc. Snow clearing has typically been provided through an annual contract with the Province. All other maintenance responsibilities are provided through the Town's own forces or through the utilization of third party contractors at a direct cost to local taxpayers. Street lights and sidewalk responsibilities would not be transferred to the Province and will remain a responsibility of the Town.</p> <p>In the past the Town has received an annual streets grant from the province in the amount of \$10,000 per kilometer. Based on 9.34 kms of street (street inventory provided by the province) results in an annual grant of approximately \$93,400.00. A <u>proposed</u> new revenue sharing agreement for 2017 results in a street tax credit of \$.183 or approximately \$122,047.04 in 2017 as part of the Town's operational revenues, and \$131,596.05 per year thereafter.</p> <p>The Town's primary street related expenses are depreciation, snow and ice control (winter services agreement), and pothole patching. Street sweeping would be another street related expense however; it is built into other budget lines, i.e. equipment repairs and maintenance, vehicle gas and oil, etc. It is expected any reduction in street sweeping expenses would be in the order of less than \$3,000.00 annually.</p> <p>The following table provides a 4 year history of primary street related expenditures (note that other street related expenditures such as wages, administration, etc. are not included):</p>	

## 2013 - 2016 Primary Street Related Expenses

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

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

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

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

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

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

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

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

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

**Benefits:**

- Will remove streets related expenses (pothole patching, depreciation, etc.) from the Town's annual budget.
- Will allow the Town to direct capital dollars to other areas of priority.
- The Province is likely in a better position to address street related issues than the town so it should result in a higher level of street services.
- Reduced administrative and operational time associated with streets.

**Disadvantages:**

- The Town will lose control over street maintenance and capital priorities.

**Discussion/Comments:**

It is recommended that Town Council move forward with a request to the Province of PEI to transfer ownership of all town owned streets.

**Options:**

1. Direct staff to draft a letter to the Minister of Transportation, Infrastructure and Energy requesting the Province to take ownership of town owned streets.
2. Not transfer ownership of town owned streets.

**Costs/Required Resources:**

N/A

**Source of Funding:**

N/A

**Recommendation:**

It is recommended that Town Council consider and approve the following resolution:

***BE IT RESOLVED That Kensington Town Council send a letter to the Minister of Transportation, Infrastructure and Energy requesting that the Province of Prince Edward Island take ownership of all town owned streets within the Town of Kensington and that the streets be formally deeded to the Province of Prince Edward Island.***

## APPENDIX A

[REDACTED]

**Town of Kensington Road Inventory**

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