



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

***Monday, December 12, 2016 @ 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  
December 12, 2016 – 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 November 14, 2016 Regular Meeting
- 6. Business Arising from Minutes**
  - 6.1 November 14, 2016 Regular 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
  - 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 RFD2016 – 46 – Wellfield Protection Subdivision
    - 8.1.2 RFD2016 – 47 – Fire Department Light Replacement – Rescue Vehicle
    - 8.1.3 RFD2016 – 48 – 2017 Preliminary Budget
  - 8.2 Other Matters
- 9. Correspondence**
- 10. In-Camera (Closed Session) – Nil**
- 11. Adjournment**

**Town of Kensington  
Minutes of Regular Council Meeting  
Monday, November 14, 2016  
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; Lewis Sutherland, Police Chief

**Visitors:** Nancy MacPhee – 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 Doucette, seconded by Councillor Mill to approve the tentative agenda for the November 14, 2016 regular meeting of Town Council. 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 MacLean, seconded by Councillor Pickering to approve the minutes from the October 11, 2016 regular meeting of Town Council. Unanimously carried.*

5.2 *Moved by Councillor Spencer, seconded by Councillor Doucette to approve the minutes from the October 24, 2016 special meeting of Town Council. Unanimously carried.*

**6. Business Arising from Minutes**

6.1 **October 11, 2016 Regular Council Meeting**

6.1.1 *Nil*

**6.2 October 24, 2016 Special Council Meeting**

6.2.1 *Nil*

**7. Reports**

**7.1 CAO's Report**

**7.1.1** *Moved by Councillor MacLean, seconded by Councillor Spencer to adopt the November 2016 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

**7.1.1.1** Councillor Spencer noted a spelling error of Cst. Hartlen.

**7.2 Fire Department Statistical Report**

**7.2.1** *Moved by Councillor Spencer, seconded by Councillor Mill to approve the September 2016 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 Doucette, seconded by Councillor MacLean to approve the September 2016 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

**7.3.2** Chief Sutherland addressed Councillors on the Police Departments successful application to the PEI Credit Unions Do Good Projects contest. The Police Department was approved for a \$2500 grant for upgrades to the Alysha Toombs Memorial Park.

**7.4 Development Permit Summary Report**

**7.4.1** *Moved by Councillor Spencer, seconded by Councillor MacLean to approve the Building Permit Summary Report for November 2016. Unanimously carried.*

**7.5 Bills List**

**7.5.1** *Moved by Deputy Mayor Mann, seconded by Councillor MacLean to approve the September 2016 Bills in the amount of \$146,266.77. 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 September*

*2016. Unanimously carried.*

**7.7 Community Gardens Complex Report**

*7.7.1 Moved by Councillor Doucette, seconded by Councillor Pickering to approve the Community Gardens Complex report for the month of September 2016. Unanimously carried.*

**7.8 Mayor's Report**

*7.8.1 Moved by Councillor Pickering, seconded by Councillor Mill to approve the Mayors report for the month of November 2016 as presented by Mayor Caseley. Unanimously carried.*

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

**7.9.1** The KACC Business Awards Dinner will be held on November 24, 2016. Those wishing to attend are requested to RSVP with Wendy MacKinnon.

**7.9.2** A public meeting regarding the Kensington Welcome Centre is scheduled for Wednesday, November 16 at 7:00 pm.

**7.9.3** The Chamber is currently working with the Town to develop a new Town of Kensington and Area map.

**8. New Business**

**8.1 Request for Decisions**

**8.1.1 Town of Kensington Fire Protection and Emergency Services Bylaw**

**8.1.1.1** *Moved by Deputy Mayor Mann, seconded by Councillor Pickering*

*WHEREAS Section 64 (b) of the Municipalities Act, Chapter M-13, R.S.P.E.I. 1988, authorizes a Town Council to regulate the delivery of fire services by Bylaw;*

*AND WHEREAS Town Council wishes to set, by Bylaw, the control, command and operation of the Town of Kensington Fire Department;*

*AND WHEREAS the Town Council wishes to ensure the safety of the public and protection of property;*

*AND WHEREAS the Town of Kensington is committed to providing municipal and regional fire and emergency services through the Town of Kensington Fire Department;*

*AND WHEREAS the Bylaw was read and approved a first time at a regular meeting of Town Council held on October 11, 2016;*

***BE IT RESOLVED THAT the “Fire Protection and Emergency Services Bylaw” be hereby read a second time.***

*Unanimously carried.*

**8.1.1.2 *Moved by Councillor Mill, seconded by Councillor Spencer***

***WHEREAS Section 64 (b) of the Municipalities Act, Chapter M-13, R.S.P.E.I. 1988, authorizes a Town Council to regulate the delivery of fire services by Bylaw;***

***AND WHEREAS the Town Council wishes to set, by Bylaw, the control, command and operation of the Town of Kensington Fire Department;***

***AND WHEREAS the Town Council wishes to ensure the safety of the public and protection of property;***

***AND WHEREAS the Town of Kensington is committed to providing municipal and regional fire and emergency services through the Town of Kensington Fire Department;***

***AND WHEREAS the Bylaw was read and approved a first time at a regular meeting of Town Council held on October 11, 2016;***

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

***BE IT RESOLVED THAT the “Fire Protection and Emergency Services Bylaw” be hereby approved.***

*Unanimously carried.*

**8.1.1.3 *Moved by Councillor Doucette, seconded by Councillor Mill***

***WHEREAS Section 64 (b) of the Municipalities Act, Chapter M-13, R.S.P.E.I. 1988, authorizes a Town Council to regulate the delivery of fire services by Bylaw;***

***AND WHEREAS the Town Council wishes to set, by Bylaw, the control, command and operation of the Town of Kensington Fire Department;***

***AND WHEREAS the Town Council wishes to ensure the safety of the public and protection of property;***

***AND WHEREAS the Town of Kensington is committed to providing municipal and regional fire and emergency services through the Town of Kensington Fire Department;***

*AND WHEREAS the Bylaw was read and approved a first time at a regular meeting of Town Council held on October 11, 2016;*

*AND WHEREAS the Bylaw was read and approved a second time at this meeting;*

*BE IT RESOLVED THAT the “Fire Protection and Emergency Services Bylaw” be hereby formally adopted.*

*Unanimously carried.*

**8.1.2 2011 BX2660V Kubota Tractor Lease - Residual Buy Out**

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

*THAT Town Council move forward with the buy-out option on the leased 2011 BX2660V Kubota Tractor from Kensington Agricultural Services along with the purchase of a wind breaker cab and completing required repairs at a total estimated cost of \$7,605.78 plus HST. Unanimously carried.*

**8.1.3 2016/2017 Winter Services Agreement – Province of PEI**

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

*THAT Town Council approve and authorize the CAO to sign the 2016-2017 Winter Services Agreement with the Department of Transportation and Infrastructure Renewal in the amount of \$46,615.29 plus HST. Unanimously carried.*

**8.1.4 2016 Christmas Bonus**

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

*THAT Town Council authorize the CAO to administer Christmas bonuses to all exempt staff in the amount of \$200.00 net to each employee. Unanimously carried.*

**8.1.5 Jordan Webster Development Permit Application**

*8.1.5.1 Moved by Councillor Pickering, seconded by Councillor Maclean*

*THAT Town Council approve a development permit application for Jordan Webster for the installation of an accessory apartment in a residence located at 29 Victoria Street East, including renovations/improvements proposed, subject to full compliance with the Town of Kensington Development Control Bylaw. Unanimously carried.*

**8.1.6 Disposal of Gorman (PID No. 78329) and Walker Property (PID No. 668137)**

**8.1.6.1 *Moved by Deputy Mayor Mann, seconded by Councillor Pickering***

*WHEREAS the Town of Kensington owns an agricultural property commonly referred to as the Gorman Property (PID No. 78329);*

*AND WHEREAS the Town of Kensington owns an agricultural property commonly referred to as the Walker Property (PID No. 668137);*

*AND WHEREAS Town Council has received and duly considered an offer from W.E. Cousins Ltd. et al to purchase said properties in the amount of \$386,400.00, exclusive of all applicable taxes;*

*AND WHEREAS the Town Council deems it advisable to dispose of said properties;*

*BE IT RESOLVED that the Town of Kensington dispose of PID No.'s 78329 and 668137 (Gorman and Walker Properties) to W.E. Cousins Ltd. et al at a price of \$386,400, exclusive of all taxes;*

*BE IT FURTHER RESOLVED that the Chief Administrative Officer and the Mayor be authorized to execute on behalf of the Town of Kensington any agreements as required in connection with the disposal of property.*

*Unanimously carried.*

**8.2 Other Matters**

**8.2.1** Mayor Caseley reminded Councillors of the Public Meeting at the Kensington Welcome Centre and encouraged Councillors to attend.

**8.2.2** The Town clock is currently being evaluated for possible repair options.

**8.2.3** Mayor Caseley presented the CFCY Christmas Greetings radio ad options to Town Council. – *Declined*

**9. Correspondence**

**9.1** A letter from the Kensington Meals-on-Wheels requesting a financial donation for 2017.

*Moved by Councillor Spencer, seconded by Councillor Mill to approve a \$1,200 donation to the Kensington Meals-on-Wheels program for 2017. Unanimously carried.*



**9.2** A letter from the Salvation Army Summerside requesting the Town to “Adopt a Kettle for a day”. – *Request Declined.*

**9.3** KISH October and November Newsletter

**10. In-Camera**

**10.1** *Moved by Councillor Doucette, seconded by Councillor Mill to commence into an In-Camera session at 7:55 pm. Unanimously carried*

**10.2** *Moved by Councillor Doucette, seconded by Councillor Spencer to return to the Regular Committee of Town Council Meeting at 8:04 pm. Unanimously carried.*

**11. Adjournment**

*Moved by Councillor Pickering, seconded by Councillor Spencer to adjourn the meeting at 8:06 PM. Unanimously carried.*

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Wendy MacKinnon,  
Deputy Administrator

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Rowan Caseley,  
Mayor



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

December 2016

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**

The construction of this project was deferred in 2016. A further recommendation will be brought to the January Committee of Council meeting to consider cancelling the project and returning the approved funding to the Provincial and Federal governments.

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

The funding application for the Kensington Sidewalk Replacement Plan Project was submitted on Monday, September 19, 2016, as directed by Town Council. The application was submitted recognizing the \$35,000 approved contribution from the Provincial Infrastructure Fund. Approval of the revised scope was received on September 23<sup>rd</sup>, 2016. I will draft a Request for Quotations in January of 2017 to allow the project to proceed as soon as reasonably possible in the spring of 2017.

## **Operational and Ongoing Items**

### **Duplicate Power Poles**

I have spoken to Maritime Electric (ME) again in regards to duplicate utility poles throughout the Town. They have requested an updated list of poles. Public Works staff have completed the updated inventory however the list has not yet been reviewed or provided to Maritime Electric.

### **Disposal of Gorman and Walker Property**

Staff continue to move forward with the disposal of these properties with a target of closing the transaction on December 15, 2016. Locus Surveys have completed a subdivision plan for the wellfield protection portion of the property as well as a 66 foot right of way for access to the property. Councillors will be requested to approve the subdivision plan at their regular meeting on December 12, 2016. From there, a new property description will be developed and documentation can be drafted to allow the deal to close as scheduled.

## Municipal Government Act and Revenue Sharing

The new Municipalities Act for the Province of PEI is currently in the process of becoming legislation. It received first reading on November 30<sup>th</sup>, second reading on December 1<sup>st</sup> and is now in Committee for discussion and debate. It is my understanding that the Act will not be formally proclaimed until sometime throughout 2017 (i.e. enforced).

I continue to meet on a regular basis with the Province of PEI and CAO's from Montague, Stratford, Cornwall, Summerside and Charlottetown in the development of a new Revenue Sharing Agreement for Municipalities on the Island. I have no tangible update at this time other than to say that the discussions are going well and we are all hopeful that a new agreement can be reached in time for approval of the Town's final budget for 2017. Our next meeting is scheduled for Thursday, December 15, 2016 at 4:30 PM in Charlottetown.

## Fire Department Policy Development

W.G. Hogan Fire Safety Specialties continues to work on specific policy development for the Fire Department. We were informed that the Policy Manual and Standard Operating Procedures would be in final draft form by the end of November. However to date, it has not been received. I have contacted Mr. Hogan to provide further update on the status of the project.

Work required to complete the Master Plan was scheduled to be undertaken throughout October and November with a draft to be provided to the Town prior to the end of February, 2017. I have requested an update on this and to date have not received a response. The Master Plan will require the following:

1. Fire Department governance and administration assessment;
2. Department management and staffing assessment;
3. Organizational and chain of command assessment;
4. Community risk assessment;
5. Water supply assessment;
6. Mutual Aid assessment;
7. Facilities, apparatus and equipment assessments;
8. Document development and drafting.

I will continue to work to provide an update to Councillors as information becomes available.

## Wellfield Protection Plan

No further update available since my last report.

## 5 Year Capital Plans

No further update since my last report.

### Community Gardens Complex Naming Rights Contract

A draft of the naming rights contract has been approved by management of the Malpeque Bay Credit Union (MBCU). The contracts have been finalized and are still awaiting signatures from MBCU. It is my understanding that MBCU are appointing a Committee and that signatures will be placed on the contract documents once the committee has been appointed.

### Police Department False Alarm Bylaw

A copy of the 'draft' Kensington Police Service False Alarm Bylaw has been prepared and provided to the business community for comments/concerns. The bylaw was sent to approximately 24 local businesses and was circulated through the local Chamber of Commerce. The response deadline was set for December 14, 2016.

To date, two comments have been received electronically thus far (by email).

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

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.

### Mural Lights – Masonic Lodge Building

Capital 'T' Electric has installed the three lights for the murals that have been placed on the west facing wall of the Masonic Lodge building.

### Electronic Speed Radar Signs

We have been encountering issues with the speed radar signs losing power and shutting down periodically. All of the signs, at one point or another have lost power. We have spoken to the supplier and it has been recommended that we increase the voltage to the lights to 14V. The voltage has been increased on one sign thus far, that is the sign located on the Margate Road, near the TCI building. Since the voltage increase has been made, the sign has not been operational and the contractor has been unable to get the sign restarted. I have requested the contractor to meet to discuss how to move forward however to date we have been unable to meet. Effort will be made to get this sign up and operational as quickly as possible.

### Kubota Tractor Lease Agreement

The Kubota Tractor has been repaired and returned to the Town. Staff have installed the cab.

### Map Development

The project is moving forward in partnership with Revolution Media and the Kensington Area Chamber of Commerce (KACC). The Chamber of Commerce are in the process of selling the advertisements and Revolution Media has begun developing the map.

### Emergency Measures Plan

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. Further information will be provided following that meeting.

### Tenant Rental Increases

Letters have been drafted and sent to all applicable tenants of the Town of Kensington advising of the 1.5% rental increase effective January 1, 2017.

### Ballfield Dugouts

A quote has been requested and received from Eastern Fencing to replace the ballfield dugouts. The quote came in at \$10,000 to replace both dugouts. Additional quotes will be requested. Staff have discussed the dugout replacement with our insurance company and we continue to develop plans to enable the replacement to take place as soon as possible in 2017. The deductible on the Town's insurance policy is \$2,500.

### Community Gardens Complex Sign Repair

Mid-Isle Electric have been contracted to complete the necessary repairs on the Community Gardens Complex road sign. The work is scheduled to be completed the week of December 12<sup>th</sup>.

### Installation of "No Parking" Signs

Staff will replace the three 'No Parking' signs along Pleasant Street as directed by Town Council. The signs will be installed the week of December 12<sup>th</sup> along the bottom portion of the west end of Pleasant Street.

*Respectfully Submitted,*

*Geoff Baker, CAO*

**Fire Department Occurrence Report 2016**

Description	January	February	March	April	May	June	July	August	September	October	November	December	YTD total	% Total
<b>Medical First Responder</b>	2			1			4	2		1			10	16.13%
<b>Motor Vehicle Accident</b>	2	1	2	1	3	3	1	2		2			17	27.42%
<b>Emergency Response - Fuel Spill, etc</b>													0	0.00%
<b>Fire Related</b>														
Smoke Investigation	1					1							2	3%
Outside Fire - Brush, Grass, Utility Pole, etc.	1			5	1	3	1		1	4			16	26%
Structure Fire - House, Building, Vehicle, etc.		1		1	1								3	5%
Alarms	2		1		1	1		4	3				12	19%
<b>Total Fire Related</b>	4	1	1	6	3	5	1	4	4	4	0	0	33	55%
<b>Total Incidents</b>	<b>8</b>	<b>2</b>	<b>3</b>	<b>8</b>	<b>6</b>	<b>8</b>	<b>6</b>	<b>8</b>	<b>4</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>60</b>	
Mutual Aid Call Out						1		1					2	3%
<b>Total Incidents (Including Mutual Aid Provided by KFD)</b>	<b>8</b>	<b>2</b>	<b>3</b>	<b>8</b>	<b>6</b>	<b>9</b>	<b>6</b>	<b>9</b>	<b>4</b>	<b>7</b>	<b>0</b>		<b>62</b>	<b>100%</b>
Mutual Aid Call in													0	
Average Firefighter Attendance	12	15	16	22	15	15	13	14	12	14				
Regular Monthly Training - No. of Firefighters	24	22	22	18	18	20	18		15	19				
Training School - Level 1, etc. - No. of Firefighters	3	1	1											
<b>Call Area</b>														
Kensington	3		1	4	1	3	1	2	1	1			17	27.42%
Malpeque CIC	2		1	2	1	1	1	2	1	2			13	20.97%
Zone's 1 to 5	3	2	1	2	4	4	4	4	2	4			30	48.39%
Other						1							1	1.61%

Police Department Occurrence Report Summary 2016														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
911 Act				1	1		1	3					6	0.80%
Abandon Vehicle								1					1	0.13%
Abduction													0	0.00%
Alarms	3	6	3	2	1	5	2	2	2	5			31	4.11%
Animal Calls	1	3	2	2		2			1				11	1.46%
Arson													0	0.00%
Assault PO													0	0.00%
Assault with Weapon													0	0.00%
Assaults (Level 1)	2	4		1									7	0.93%
Assistance Calls	10	13	15	10	9	9	11	12	11	4			104	13.79%
Breach of Peace				2									2	0.27%
Breach of Recognizance													0	0.00%
Break and Enter (business)					1	1	1	1					4	0.53%
Break and Enter (other)													0	0.00%
Break and Enter (residence)			1						1	1			3	0.40%
Carry concealed weapon													0	0.00%
Child Pornography	1												1	0.13%
Child Welfare													0	0.00%
Coroner's Act			1	2				1					4	0.53%
Crime Prevention													0	0.00%
Criminal Harassment					1								1	0.13%
Dangerous Driving					2	2				2			6	0.80%
Disturbing the Peace									1				1	0.13%
Dog Act				1	1		1	1		1			5	0.66%
Driving while disqualified		1					1	1					3	0.40%
Drug Charges	3		2					1	2	1			9	1.19%
Excise Act													0	0.00%
Fail to Comply Probation		1											1	0.13%
Fail to comply undertaking													0	0.00%
Fail to remain at scene of accident				1			1						2	0.27%
Family Relations Act	2	1	1	1						1			6	0.80%
Fingerprints taken													0	0.00%
Fire Prevention Act													0	0.00%



Police Department Occurrence Report Summary 2016														
Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	% Total
Firearm Act	1				1	1	1	1					5	0.66%
Forcible confinement													0	0.00%
Fraud					1	3			2	1			7	0.93%
Harrassing Phone Calls						3			2		1		6	0.80%
Impaired Driver			2	1		1	1	4	3	2			14	1.86%
Information Files		1	2	3	2	5		4	1	2			20	2.65%
Injury Accidents													0	0.00%
Liquor Offences	2		1	1	1	1	1		1				8	1.06%
Litter Act	2												2	0.27%
Lost and Found	1		2	2	4	6	3	3	3				24	3.18%
Luring Minors													0	0.00%
Mental Health Act		1		2	2		2			3			10	1.33%
Mischief		3	3			3		5	4	1			19	2.52%
Motor Vehicle Accidents	4	3	1	3	2	2	1	4	1				21	2.79%
Motor Vehicle Act	4	5	6	2	2	5	10	11	3	5			53	7.03%
Municipal Bylaws	1			1	2	1	3	2	1				11	1.46%
Off Road Vehicle Act	1			1	1								3	0.40%
Other Criminal Code													0	0.00%
Person Reported Missing / wellbeing					2				2				4	0.53%
Possession of restricted weapon													0	0.00%
Property Check	2		1	2	2	2	5	2					16	2.12%
Resist Arrest													0	0.00%
Roadside Suspensions	1		1										2	0.27%
Robbery													0	0.00%
Sexual Assaults / Interference	1									1			2	0.27%
STEP (Integrated Traffic Enforcement)	1							1	1				3	0.40%
Sudden Death								1					1	0.13%
Suspicious Persons / Vehicle	1		2	3	4	1	1	2	4	3			21	2.79%
Theft Of Motor Vehicle							1						1	0.13%
Theft Over \$5000													0	0.00%
Theft Under \$5000	3	3	3	3	3	2	6	1	4	2			30	3.98%
Traffic Offences													0	0.00%
Trespass Act	1		1					1	1				4	0.53%



## Year To Date Approved Development Permits Summary Report 2016

Development Permit Category	January	February	March	April	May	June	July	August	September	October	November	December	Total Devel. Permits	Total Devel Permit Fees	Total Estimated Construction Value
Addition Institutional					1								1	\$150.00	\$350,000.00
New Commercial							1						1	\$300.00	\$450,000.00
New Multi-unit Family Dwelling				1		1							2	\$400.00	\$1,125,000.00
New Residential Accessory Structure		1			1	1							3	\$250.00	\$11,800.00
New Residential Deck/Fence/Pools										1			1	\$50.00	\$2,500.00
New Semi Detached Dwelling											1		1	\$200.00	\$255,000.00
New Single Family Dwelling						1							1	\$200.00	\$97,500.00
Other Demolition						1			1				2	\$100.00	
Other Residential additions/alterations											1		1	\$50.00	\$40,000.00
Renovation Commercial					1								1	\$150.00	\$85,000.00
Renovation Single Family Dwelling							1				1		2	\$200.00	\$140,000.00
<b>Total:</b>		<b>1</b>		<b>1</b>	<b>3</b>	<b>4</b>	<b>2</b>		<b>1</b>	<b>1</b>	<b>3</b>		<b>16</b>	<b>\$2,050.00</b>	<b>\$2,556,800.00</b>

DEVELOPMENT PERMITS REPORT

For the period November 15, 2016 to December 09, 2016

Permit Number	Date Permit Issued	PID	Applicant's Name & Address	Telephone Number	Permit Status	Work Type	Type of Construction	Value	Estimated Start	Estimated Finish
			Property Address							
<b>Residential additions/alterations</b>										
16-16	11/21/2016	78808	Thomas Blackett - 1392 Marks Road, Long River PE	902-886-3239	Approved	Other	Residential additions/alterations	\$40,000.00	11/21/2016	03/01/2017
			6 Russell Street				Description: Demolition of accessory buildings and house renovations.			

**Sub Total: \$40,000.00**

**Total: \$40,000.00**

TOWN OF KENSINGTON  
APPLICATION FOR BUILDING PERMIT

1. Name and Address of Applicant Thomas Blackett  
1392 Marks Road Long River Telephone 902-886-3239

2. Property Address 6 Russel Property Number 78808

3. Property Status:  
Land purchased from National Bank of Canada Year Purchased 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) \_\_\_\_\_

5. Location of property to be developed:  
Located on North \_\_\_\_\_ South \_\_\_\_\_ East \_\_\_\_\_ West \_\_\_\_\_ side of \_\_\_\_\_ Street  
Between the property of \_\_\_\_\_ and the property of \_\_\_\_\_

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

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

Describe Project: New Floors Cabinets Bath Room Remodel  
Small But Multiple wall Repairs Basement Floor  
Windows painting Repair small Garage  
Back Deck. Removal of Horse Barn.

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: 30,000 To 40,000

11. Name and Address of Contractor or Chief Contractor  
Thomas Blackett

12. Dates of expected start and finish of project: Now To Mar

13. Moving a building (Describe) \_\_\_\_\_

14. Demolishing a building (Describe) Horse Barn and maybe the small Garage

15. Please provide a diagram of proposed construction

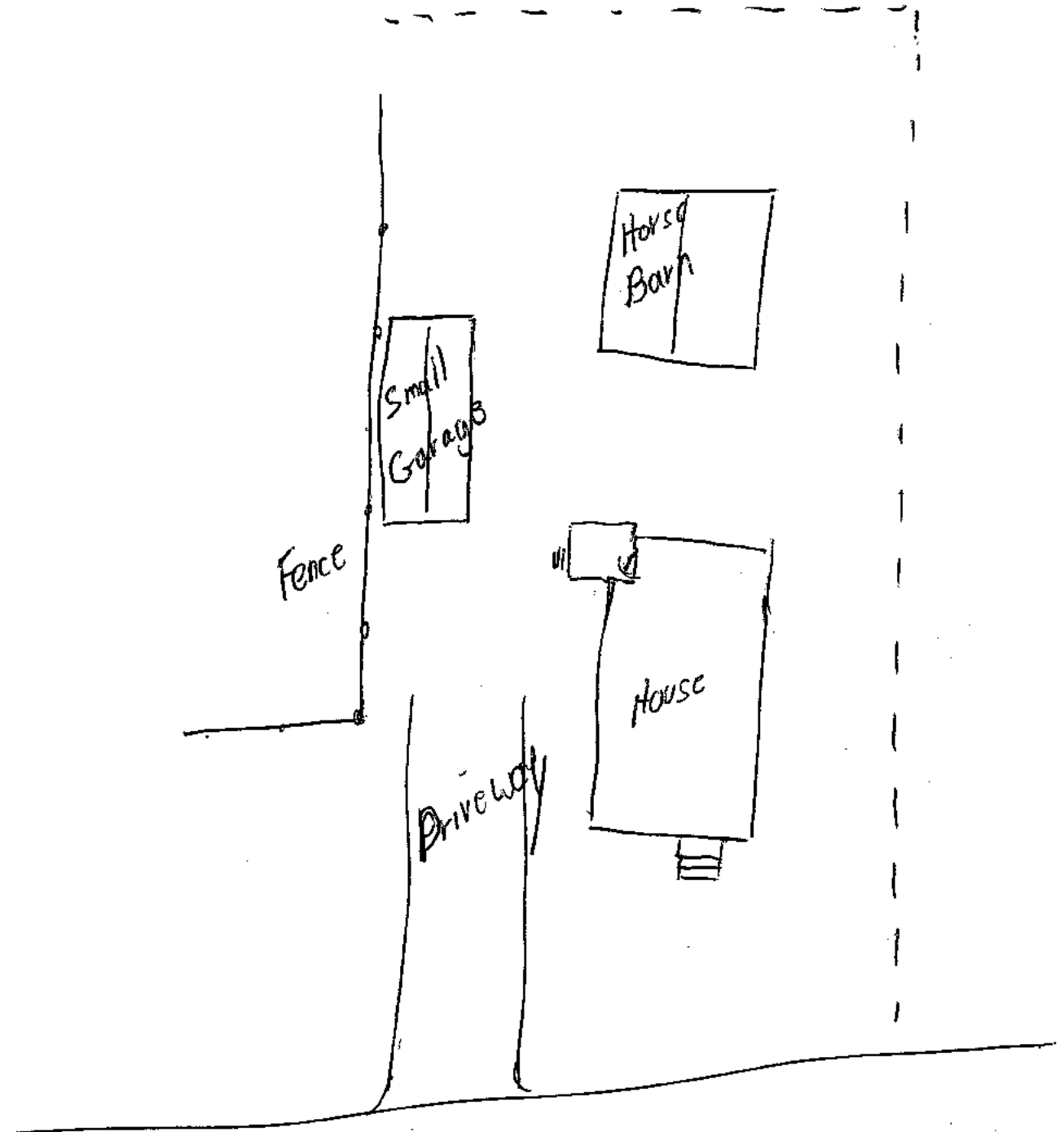
Approved  
Nov 21/16

RECEIVED  
NOV 21 2016

16-15

PD

- 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.



A Signature of Applicant *James Blum*  
Date: NOV 18 2016

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

24-1

## Town of Kensington Bills List October 2016

A&R Adventures Inc	B45 AD	\$228.00
Amalgamated Dairies Limited	337358	\$44.15
Amalgamated Dairies Limited	337353	\$61.32
Amalgamated Dairies Limited	4916275009	\$75.36
Amalgamated Dairies Limited	4916277024	\$44.50
Amalgamated Dairies Limited	4916281024	\$28.78
Amalgamated Dairies Limited	4916284015	\$55.73
Amalgamated Dairies Limited	4916288027	\$14.63
ADL Foods	2269075	\$412.41
ADL Foods	2268370	\$228.87
ADL Foods	2269354	\$273.83
ADL Foods	2269967	\$193.64
ADL Foods	2270943 P	\$729.85
ADL Foods	2271969 P	\$391.21
Aliant	INV4726879	\$217.30
Aliant	4730580	\$31.46
Andrew Griffin	OCT RRSP 2016	\$484.78
Bell Mobility	369212	\$201.25
AL Bell Ltd	0614	\$620.16
Bill Hogan	OCT 17, 2016	\$4,050.00
Brenda MacIsaac	OCT 2016 RRSP	\$273.00
Building Blocks Home Improvements	1068	\$1,011.10
Campbell's Plumbing and Heating	8016	\$57.50
Capital Foodservice	2065337	\$503.91
Capital Foodservice	2059656	\$687.08
Capital "T" Electric	311	\$181.93
Capital "T" Electric	287	\$309.78
Carleton Uniforms Inc	67977	\$2,071.84
Combat Computer Inc	1000023678	\$69.67
Combat Computer Inc	721974	\$355.06
Combat Computer Inc	1000023478	\$149.50
Canada Revenue Agency Tax Centre	HST RETURN OCT 2016	\$11,622.08

Canadian Union of Public Employees	OCT 2016	\$482.75
D Alex MacDonald	721977	\$61.58
D Alex MacDonald	101820	\$25.35
Davis & Henderson Ltd	OCT 12, 2016	\$286.68
Eastlink	FIRE 01230916	\$52.38
Eastlink	FIRE 01217471	\$63.92
Eastlink	TOWN 01201431	\$111.33
Eastlink	LIBRARY 01181048	\$61.86
Eastlink	01255675	\$62.43
Eastlink	01107018	\$612.03
Elizabeth Hubley	OCTOBER 2016 RENT	\$798.00
Federation of PEI Municipalities Inc.	2889	\$228.00
Frito Lay Canada	337356	\$162.44
Frito Lay Canada	43751920	\$136.60
Geoff Baker	OCT 2016 MILEAGE	\$317.25
Green Diamond	1103688	\$299.81
Green Diamond	437376	\$172.96
Hewitt Rentals Inc	5217771	\$105.18
Hewitt Rentals Inc	5216294001	\$70.12
Hewitt Rentals Inc	5214316 001	\$140.23
Irving Oil	31584971	\$418.82
Irving Oil	340897	\$158.39
Irving Oil	OCT INTEREST	\$19.35
Irving Oil	27560	\$53.40
Irving Oil	229928	\$204.56
Irving Oil	208029	\$92.00
Irving Oil	31579176	\$498.16
Irving Oil	31573228	\$200.76
Irving Oil	222170	\$208.45
Irving Oil	330893	\$376.12
Irving Oil	354509	\$190.55
Irving Oil	634790	\$372.53
Irving Oil	731690	\$91.90
Irving Oil	848036	\$259.67



Irving Oil	430584	\$334.18
Island Petroleum	00205221200001	\$326.54
Island Petroleum	337359	\$388.79
Island Petroleum	337354	\$635.53
Transcontinental Atlantic Media Group	CH00180460	\$97.76
June Caseley	K'TOWN CASH OCT 20	\$350.00
Kensington Agricultural Services	79273	\$144.56
Kensington Agricultural Services	437377	\$63.25
Kensington Agricultural Services	79884	\$8.65
Kensington Agricultural Services	20503	\$245.35
Kensington Vipers	DONATION	\$750.00
Kent Building Supplies	908826	\$15.76
Kent Building Supplies	909273	\$11.25
K'Town Auto Parts	20S1777226	\$53.61
K'Town Auto Parts	20S176588	\$75.27
Kensington & Area Chamber of Commerce	73968	\$23.00
Kubota Canada Ltd	OCT 2016 LEASE	\$264.63
Langille Sharpening Service Inc	56018	\$69.00
Lewis Sutherland	OCT MILEAGE	\$114.21
Lewis Sutherland	OCT 2016 RRSP	\$613.48
Linkletter's Welding Ltd	371626	\$8.98
MacInnis Express (1983) Ltd	178217	\$95.38
MacInnis Express (1983) Ltd	178809	\$30.87
Maritime Electric	WORKSHOP	\$119.23
Maritime Electric	20 STEWART	\$71.10
Maritime Electric	55 VICTORIA ST. E	\$1,439.24
Maritime Electric	4SPEED RADARLTS	\$102.12
Maritime Electric	CAR CHARGER-	\$29.38
Maritime Electric	100 W HPS ST LIGHT	\$3,214.59
Maritime Electric	FIRE- HALL	\$418.28
Maritime Electric	SHOWER- ROOMS	\$130.89
Maritime Electric	FARMERS- MARKET	\$289.18
Maritime Electric	CN STATION-	\$741.68
Maritime Electric	LIBRARY-	\$189.42

Maritime Electric	KINDERGARTEN	\$51.59
Maritime Electric	SIGN	\$39.93
Maritime Electric	RINK	\$9,520.69
Maritime Electric	CANTEEN BALLFIELD	\$28.81
Malpeque Bay Credit Union	OCT 2016 RRSP	\$1,640.24
McInnes Cooper	2016027915	\$379.04
Metalfab	18364	\$35.17
Mid Isle Electric	5484	\$188.61
Minister of Finance	SEPT 2016	\$2,300.00
Minister of Finance	OCTOBER 2016	\$2,300.00
MJS Marketing & Promotions	2579013	\$51.75
MJS Marketing & Promotions	2579008	\$115.00
MJS Marketing & Promotions	2577055	\$155.25
Orkin Canada	7263609	\$28.75
Orkin Canada	7263404	\$57.50
Pitney Bowes	3200272120	\$194.55
Pitney Works	OCT 6, 2016	\$1,884.07
Precise Plumbing & Heating	OCT 19, 2016	\$172.50
Provincial Auto Parts Ltd	996-444690	\$489.88
Provincial Auto Parts Ltd	996-444200	\$98.27
Provincial Auto Parts Ltd	996-444271	\$100.84
Right on Board Locksmith	4900	\$380.65
Road Trax Sales and Service	161415.	\$555.41
Road Trax Sales and Service	243869	\$541.16
Road Trax Sales and Service	243867	\$467.82
Robert Wood	OCT MILEAGE	\$150.40
Rodney Hickey	OCT 15	\$95.94
Rowan Caseley	OCT EXPENSE REPORT	\$84.60
Mikes Independent	01 0897	\$24.90
Mikes Independent	03 4319	\$18.95
Mikes Independent	721966	\$92.01
Mikes Independent	337355	\$9.47
Scotia Securities	OCT 16 RRSP DOUG KIL	\$431.48
Scotiabank Visa	214418 ROGERS ELEC	\$146.53

Scotiabank Visa	STAPLES 5500848670	\$255.48
Sign Station Inc	41074	\$166.64
Superior Sanitation	0000594119	\$80.50
Superior Sanitation	0000594121	\$184.00
Superior Sanitation	0000594122	\$230.00
Superior Sanitation	0000594123	\$184.00
Tara LeBlanc	76881	\$621.00
Tara LeBlanc	76870	\$171.00
Telus	OCT 2016	\$828.41
Traci Campbell	SEPT-OCT HOURS	\$364.00
Transcontinental	CH001890460	\$97.76
Vail's Fabric Services Ltd	267852	\$104.42
Yellow Pages Group	16-3511831	\$21.05
Subtotal		<hr/> \$70,680.42
October Payroll		\$79,439.55
<b>Total October Bills</b>		<hr/> <b>\$150,119.97</b> <hr/>

**TOWN OF KENSINGTON**  
Income Statement Comparison of Actual to Budget for October 2016

GENERAL REVENUE	Current Month			Year to Date			Annual Budget	% Full Year
	Actual	Budget	Variance	Actual	YTD Budget	Variance		
General Revenues	\$82,023.08	\$76,485.00	\$5,538.08	\$798,184.93	\$804,790.00	-\$6,605.07	\$957,760.00	83%
Police Service	\$9,859.60	\$1,700.00	\$8,159.60	\$47,117.10	\$17,000.00	\$30,117.10	\$20,400.00	231%
Town Hall Rent	\$8,512.90	\$7,793.00	\$719.90	\$87,586.50	\$85,930.00	\$1,656.50	\$101,516.00	86%
Recreation	\$0.00	\$0.00	\$0.00	\$4,080.00	\$4,200.00	-\$120.00	\$5,200.00	78%
Sales of Service	\$35,479.40	\$32,300.00	\$3,179.40	\$301,978.30	\$323,000.00	-\$21,021.70	\$387,600.00	78%
<b>Subtotal Revenue</b>	<b>\$135,874.98</b>	<b>\$118,278.00</b>	<b>\$17,596.98</b>	<b>\$1,238,946.83</b>	<b>\$1,234,920.00</b>	<b>\$4,026.83</b>	<b>\$1,472,476.00</b>	<b>84%</b>
<b>GENERAL EXPENSES</b>								
Town Hall	\$12,409.30	\$11,740.00	-\$669.30	\$120,121.58	\$127,900.00	\$7,778.42	\$153,095.00	78%
General Town	\$18,725.70	\$20,001.00	\$1,275.30	\$292,450.57	\$309,599.00	\$17,148.43	\$374,091.00	78%
Police Department	\$32,438.15	\$32,471.00	\$32.85	\$353,545.86	\$356,750.00	\$3,204.14	\$421,992.00	84%
Public Works	\$13,108.63	\$12,490.00	-\$618.63	\$207,173.88	\$205,460.00	-\$1,713.88	\$239,895.00	86%
Train Station	\$1,960.01	\$2,104.00	\$143.99	\$23,725.10	\$21,790.00	-\$1,935.10	\$26,823.00	88%
Recreation & Park	\$1,517.64	\$2,025.00	\$507.36	\$70,760.87	\$68,750.00	-\$2,010.87	\$72,250.00	98%
Sales of Service	\$13,086.14	\$14,140.00	\$1,053.86	\$143,176.67	\$156,050.00	\$12,873.33	\$184,330.00	78%
<b>Subtotal Expenses</b>	<b>\$93,245.57</b>	<b>\$94,971.00</b>	<b>\$1,725.43</b>	<b>\$1,210,954.53</b>	<b>\$1,246,299.00</b>	<b>\$35,344.47</b>	<b>\$1,472,476.00</b>	<b>84%</b>
<b>Net Income (Deficit)</b>	<b>\$42,629.41</b>	<b>\$23,307.00</b>	<b>-\$19,322.41</b>	<b>\$27,992.30</b>	<b>-\$11,379.00</b>	<b>-\$39,371.30</b>		
<b>Community Gardens Complex</b>								
Community Gardens Revenue	\$38,423.48	\$39,100.00	-\$676.52	\$307,758.92	\$341,500.00	-\$33,741.08	\$411,200.00	75%
Community Gardens Expenses	\$34,662.11	\$35,700.00	\$1,037.89	\$314,673.11	\$339,795.00	\$25,121.89	\$411,200.00	77%
<b>Net Income (Deficit)</b>	<b>\$3,761.37</b>	<b>\$3,400.00</b>	<b>-\$361.37</b>	<b>-\$6,914.19</b>	<b>\$1,705.00</b>	<b>\$8,619.19</b>		
<b>Fire Department</b>								
Fire Revenues	\$20,811.16	\$20,188.00	\$623.16	\$199,106.68	\$201,880.00	-\$2,773.32	\$242,256.00	82%
Fire Department Expenses	\$21,811.21	\$16,401.00	-\$5,410.21	\$179,167.06	\$182,360.00	\$3,192.94	\$242,256.00	74%
<b>Net Income (Deficit)</b>	<b>-\$1,000.05</b>	<b>\$3,787.00</b>	<b>\$4,787.05</b>	<b>\$19,939.62</b>	<b>\$19,520.00</b>	<b>-\$419.62</b>		
<b>Consolidated Net Income (Deficit)</b>	<b>\$45,390.73</b>	<b>\$30,494.00</b>	<b>-\$14,896.73</b>	<b>\$41,017.73</b>	<b>\$9,846.00</b>	<b>-\$31,171.73</b>		
<b>Water and Pollution Control Corporation</b>								
Water & Sewer Revenue	\$44,828.31	\$45,408.00	\$579.69	\$452,334.37	\$454,080.00	\$1,745.63	\$544,896.00	83%
Water & Sewer Expenses	\$41,881.44	\$42,835.00	\$953.56	\$486,762.55	\$439,350.00	-\$47,412.55	\$544,896.00	89%
<b>Water &amp; Sewer Net Income (Deficit)</b>	<b>\$2,946.87</b>	<b>\$2,573.00</b>	<b>-\$373.87</b>	<b>-\$34,428.18</b>	<b>\$14,730.00</b>	<b>\$49,158.18</b>		

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**TOWN OF KENSINGTON – MEMORANDUM**

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**TO:** TOWN COUNCIL  
**FROM:** GEOFF BAKER, CAO  
**SUBJECT:** SEPTEMBER COMMUNITY GARDENS COMPLEX REPORT  
**DATE:** 22/11/2016  
**ATTACHMENT:** STATISTICAL REPORT

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**October 2016**

**Fitplex**

Programming: Aerobics Programming

Monday      Krista Shields Multi Fit 7:15 pm to 8:15 pm

Tuesday      Krista Shields Seniors Aerobics 9:00 am to 10:00 am  
                  Traci Campbell Hi-lo Aerobics 6:30 pm to 7:30 pm

Thursday      Krista Shields Seniors Aerobics 9:00 am to 10:00 am  
                  Traci Campbell Boxer-fit Aerobics 6:30 pm to 7:30 pm

Hours

Key FOB Entry      5.45 am to 12:00 Midnight Daily

Staffed              4:00 pm to 8:00 pm Monday to Thursday

**Arena**

Arena Hosted a Mid Isle Matrix Jamboree in October. The mild weather continued to be an issue with higher humidity than in previous years.

Minor Hockey and figure Skating started full schedules during the last week of October.

## **Kensington Cash**

October 2016

Week 1	\$240.00
Week 2	\$260.00
Week 3	\$250.00
Week 4	<u>\$250.00</u>
Total	<u>\$1000.00</u>

## **Ball Fields**

Dugouts on the Don Clark field were damaged during a wind storm and will need to be re-constructed in spring. No other damages reported to the ballfields.

## **Upcoming Events**

- Annual Christmas Parade Planning\Implementation.
- Canada Day Celebrations Grant Forms to be completed.
- Harvest Festival 50<sup>th</sup> Anniversary Planning.

**Town of Kenisngton  
Community Gardens Complex Monthly Statistical Data  
2016**

Category	January	February	March	April	May	June	July	August	September	October	November	December	YTD
<b>Fitplex</b>													
Total Members	214	235	230	211	218	210	198	192	210	220			2138
Attendance	1250	1066	1105	998	889	788	672	724	766	825			9083
Day Passes Sold	57	70	48	48	38	16	8	12	30	38			365
Memberships Sold	38	31	16	31	29	20	20	22	36	36			279
Monthly Payment Memberships	20	31	35	36	46	46	46	46	48	50			404
<b>Arena</b>													
Hours Rented	176	155	115	37	0	0	0	0	100	132			715
Preschool (Free)	4	4	4	2	0	0	0	0	0	0			14
Adult Skate	8	8	8	2	0	0	0	0	0	0			26
Donated Ice Time		10	12	5	0	0	0	0	0	0			27
Total Hours Rented	188	177	139	46	0	0	0	0	100	132			782
Storm Days (no rentals)	3	2	2	0	0	0	0	0	0	0			7

## Town of Kensington - Request for Decision

<b>Date:</b> December 5, 2016	<b>Request for Decision No:</b> 2016-46 <b>(Office Use Only)</b>
<b>Topic:</b> Subdivision of Lands of the Town of Kensington – PID No. 78329 – Wellfield Protection	
<b>Proposal Summary/Background:</b>	
<p>At the November meeting of Town Council, Councillors approved the sale of PID No's 78329 and 668137 to William Cousins. One of the Town's water supply wells sits adjacent to PID No 78329 and as such, a portion of that property, in addition to a 66 foot right of way for access, is proposed to be reserved from the sale to provide protection to that particular well (4.34 acres) as well as access.</p> <p>Staff requested Locus Surveys to survey and create a subdivision plan for the wellfield protection area. An excerpt of the subdivision plan (Plan # 16017-S01) is attached.</p>	
<b>Benefits:</b>	
<ul style="list-style-type: none"> <li>• Will allow the Town to provide land use protection to one of its water supply wells.</li> </ul>	
<b>Disadvantages:</b>	
<ul style="list-style-type: none"> <li>• None noted.</li> </ul>	
<b>Discussion/Comments:</b>	
<ul style="list-style-type: none"> <li>• The proposed subdivision complies with the requirements of the Town's Development Control Bylaw and aligns with the Town's Official Plan Objective of protecting the quality and quantity of the Town's vital ground water resources.</li> </ul>	
<b>Options:</b>	
<ol style="list-style-type: none"> <li>1. Approve the subdivision plan as proposed.</li> <li>2. Not approve the subdivision</li> </ol>	
<b>Costs/Required Resources:</b>	<b>Source of Funding:</b>
Survey Costs estimated at \$1,000.00	2016 Operational funds
<b>Recommendation:</b>	
<p>It is recommended that Town Council consider and adopt the following resolution:</p> <p><b><i>WHEREAS Town Council have agreed to dispose of PID No. 78329 and PID No. 668137;</i></b></p> <p><b><i>AND WHEREAS a portion of PID No. 78329 is required to be excluded from the sale to provide adequate land protection for one of the Town's water supply wells;</i></b></p>	

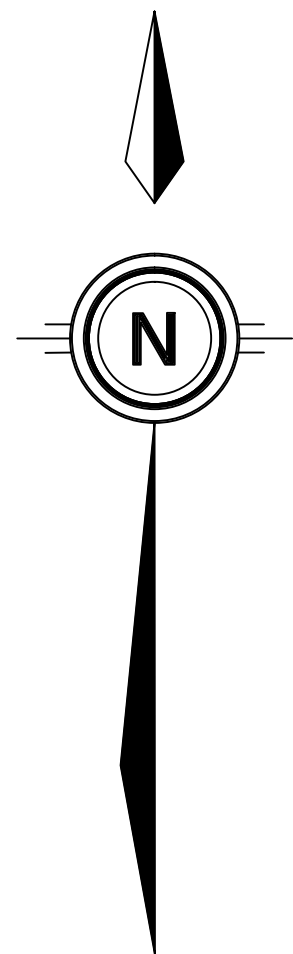


***AND WHEREAS staff requested Locus Surveys Ltd. to survey a 4.34 acre parcel of property which has been deemed an adequate area of land to provide protection to the well;***

***AND WHEREAS staff requested Locus Surveys Ltd. to survey a legal Right of Way along the southern boundary of PID No 78329 (Parcel A) to enable access to the wellfield protection property from the Woodleigh Drive;***

***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 subdivide PID No 78329, into three separate parcels, being Lot 16-1, Parcel A and the remainder of PID No. 78329, as per Subdivision Plan No. 16017-S01, dated November 29, 2016, drawn by Locus Surveys Ltd.***

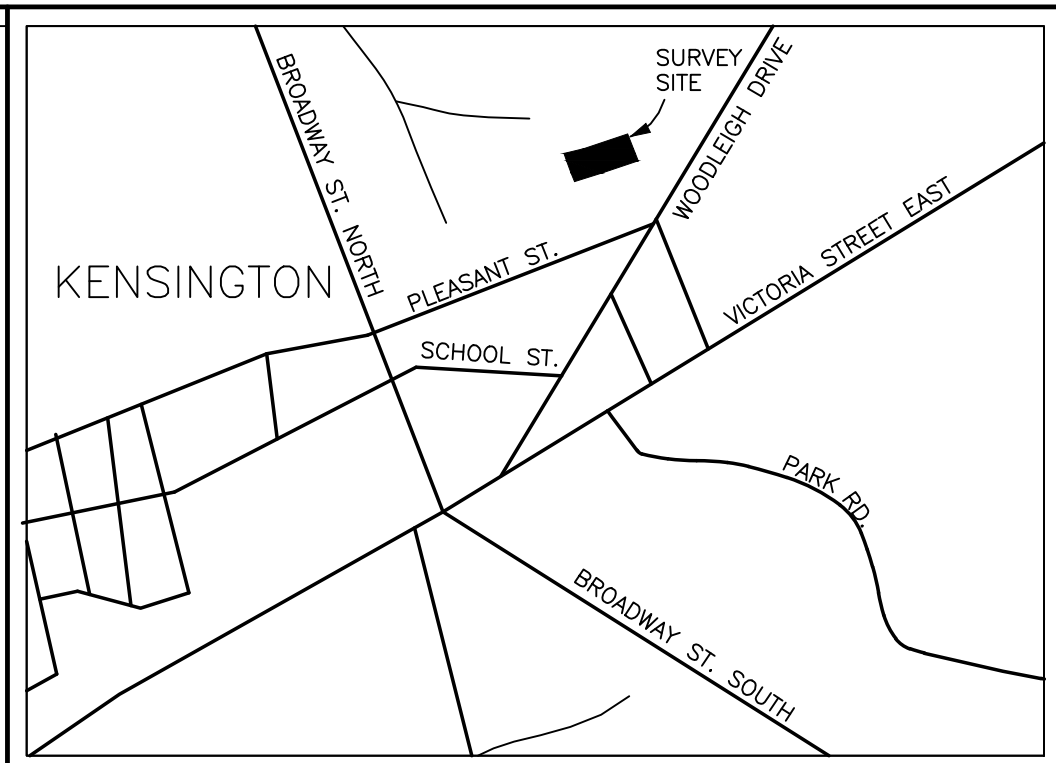


COORDINATE LIST  
EXPRESSED IN FEET

Point	Easting	Northing
1651	339730.392	405899.860
1652	339786.960	405913.596
1653	339816.112	405920.675
1654	339828.746	405893.465
1655	339799.593	405886.386
9093	339987.560	405962.260
9364	340217.201	406019.727
9365	340308.880	406179.308
9366	340427.629	406165.189
11790	339495.413	405842.883
11791	339424.719	406134.435
11792	340036.795	406283.635
11793	340107.446	405992.261
11794	340463.631	406227.373
11795	340273.373	406249.995
11796	340173.953	406076.940
11797	340091.893	406056.404

PID No. 78329  
NOW OR FORMERLY  
LANDS OF  
TOWN OF KENSINGTON  
DEED REFERENCE:  
BOOK 3059, DOC 5606, YEAR 2006

PID No. 78329  
NOW OR FORMERLY  
LANDS OF  
TOWN OF KENSINGTON  
DEED REFERENCE:  
BOOK 3059, DOC 5606, YEAR 2006



KEY PLAN  
1:50,000

LEGEND

- FOUND SURVEY MARKER . . . . .
- PLACED SURVEY MARKER . . . . .
- FOUND . . . . .
- LANDS DEALT WITH BY THIS PLAN . . . . .
- RADIUS . . . . .
- CENTRE OF CURVATURE . . . . .
- LENGTH OF ARC . . . . .
- POINT OF CURVATURE . . . . .
- WITNESS . . . . .
- CALCULATED POINT . . . . .
- HYDRO POLE . . . . .
- FENCE . . . . .

NOTES

1. THE FIELD WORK FOR THIS SURVEY WAS EXECUTED IN NOVEMBER, 2016.
2. FIELD MEASUREMENTS HAVE BEEN ADJUSTED BY THE COMPASS RULE AND SCALE FACTOR HAS NOT BEEN APPLIED.
3. AZIMUTHS ARE GRID.
4. ALL GRID AZIMUTHS AND COORDINATES ARE REFERENCED TO THE PRINCE EDWARD ISLAND STEREOGRAPHIC PROJECTION, PRIOR TO JULY 1, 1979.
5. ALL DIMENSIONS ARE GIVEN IN FEET, UNLESS NOTED.

REVISION	DESCRIPTION	DATE
1	ADDING PARCEL "A"	DEC. 9, 2016



LOCUS SURVEYS LTD.

16 PARK ROAD  
P.O. BOX 35  
KENSINGTON, P.E.I.  
C0B 1M0  
PHONE 902-836-3823  
FAX 902-836-5463  
TOLL FREE NUMBER 1-888-328-8888

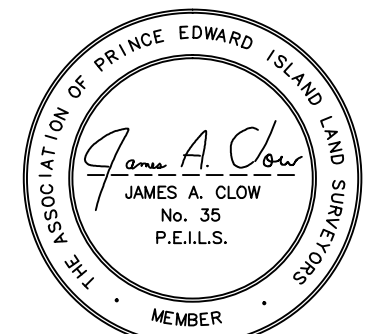
PLAN OF SURVEY SHOWING  
LOT 16-1  
BEING A SUBDIVISION OF LANDS OF  
TOWN OF KENSINGTON

SCALE 1" = 80'

KENSINGTON LOT 19  
PRINCE COUNTY P.E.I.

DRAWN BY: J. CLOW ORTHO No. 11L 05 6E12  
DRAWING No. 16017-S01 P.I.D. No. 78329

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.



## Town of Kensington - Request for Decision

<b>Date:</b> December 8, 2016	<b>Request for Decision No:</b> 2016-47 <b>(Office Use Only)</b>
<b>Topic:</b> Kensington Fire Department Rescue Vehicle Light System Replacement	
<b>Proposal Summary/Background:</b> <p>The fire department has reported problems with the lights not working on the rescue vehicle. It is apparent that every time they are required to respond to a call certain lights are not working properly. When a light is repaired other lights end up going out. It has been discovered that some of the wiring is rusted and corroded and the sockets the lights plug in to also appear corroded in some areas.</p> <p>The rescue vehicle is a 1991 model that was purchased by the Town in 2005 from a fire department in Pennsylvania. The vehicle is utilized consistently in response to motor vehicle accidents, medical assistance calls and structural fires. It houses the jaws of life equipment, breathing apparatus' and other emergency response equipment.</p> <p>It is recommended by Acting Fire Chief, Rodney Hickey that all affected wiring on the truck be replaced and LED lights installed.</p> <p>Two quotes were requested to complete the required work from Dunk River Industries Ltd. out of Kinkora and Palmer Automotive out of Summerside. The quotes were as follows:</p> <p>Dunk River Industries - \$15,592.50 plus HST Palmer Automotive - \$10,649.00 plus HST</p> <p>It is further recommended that once the required work has been completed that the truck be undercoated at a cost of \$300.00 plus HST. This should provide an adequate level of protection to the wiring to prevent further corrosion.</p>	
<b>Benefits:</b> <ul style="list-style-type: none"><li>• Will ensure that the emergency lights on the rescue vehicle are working properly.</li><li>• Will provide for a safer emergency response as the rescue vehicle will be clearly visible by the travelling public.</li><li>• Will provide for a safer environment for the fire fighters as they will be highly visible when responding or stationary at an emergency situation.</li><li>• Undercoating will provide protection from further rusting or corrosion of wiring.</li></ul>	
<b>Disadvantages:</b> <ul style="list-style-type: none"><li>• None noted.</li></ul>	
<b>Discussion/Comments:</b> <ul style="list-style-type: none"><li>• It is recommended that Town Council award a contract to Palmer Automotive to replace lighting and wiring on the Rescue Vehicle at their quoted amount \$10,649.00 plus taxes. It is</li></ul>	

further recommended that once the required work has been completed that Palmer Automotive apply undercoating to the vehicle to provide further protection against rust and corrosion, at a cost of \$300.00 plus HST.

**Options:**

1. Approve the lighting, wiring replacement and undercoating as proposed.
2. Not approve the project as proposed.
3. Award a portion of the project, i.e. no undercoating.

**Costs/Required Resources:**

\$10,649.00 plus HST  
    \$300.00 plus HST  
\$10,949.00 plus HST

**Source of Funding:**

2017 Fire Department Capital

**Recommendation:**

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

*WHEREAS issues have been identified with lighting not working properly on the Fire Departments rescue vehicle;*

*AND WHEREAS quotes have been requested from two suppliers who are capable in all respects to complete the required work to make the necessary repairs to the lighting and associated wiring;*

*AND WHEREAS Palmer Automotive and Truck Centre submitted the lowest bid, at a price of \$10,649.00 plus HST;*

*AND WHEREAS since the submittal of the quote it has been identified that once the work is completed that the Town should apply an undercoating to the vehicle;*

*BE IT RESOLVED that the contract for the replacement of lighting and wiring and the application of under coating to the Town of Kensington Fire Department Rescue Vehicle be awarded to Palmer Automotive and Truck Centre as per their quote dated November 18, 2016 in the amount of \$10,949.00 plus HST.*

## **MEMO**

**To:** Mayor Rowan Caseley, Geoff Baker and Town Councillors

**From:** Rodney Hickey, Deputy Fire Chief and Acting Fire Chief

**Date:** December 8, 2016

**Re:** New Lighting System

---

Attached you will find two quotes to install all new lights on the Kensington Fire Department rescue truck.

We have been having problems with the lights not working every time we respond to a call. You repair one light and one on the other side of the truck goes out. We discovered that the wiring harness is rusted and corroded and the sockets the lights plug into are also corroded.

Based on this, we believe it is time to redo the wiring and install LED lights.

Thank you for your consideration with this request.

Rodney Hickey  
Acting Fire Chief

# **Dunk River Industries Ltd.**

**Po Box 153 1072 Route 1A**

**Kinkora, PE C0B 1N0**

**Ph: (902)887-3420 Fax: (902) 887-3604 Cell 439-6024**

November 10 – 2016

Town of Kensington office

RE: Fire Department Rescue Truck retro-fit to lighting.

Attention: Rodney/Allan

Thank you for the opportunity to submit a quote make the adjustments to the rescue truck as per our discussion. My price will include the following,

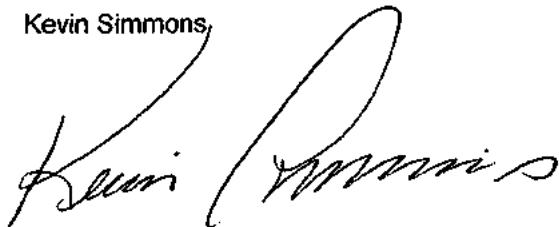
- Supply all exterior lights that were discussed.
- Supply all necessary wires needed to make the changes required on truck.
- Supply all labor to remove, re-install lights as discussed.
- Test all lights for the correct function.
- Modify several brackets for different size lights.
- Install new pull ties around all wires and hoses to keep tidy under truck.
- Supply and install LED work lights inside engine compartment for service.
- All work to be checked by members before putting truck back in service.

My price will be \$ 15592.50 plus HST.

I trust this meets with your budget requirements, should you wish to make changes or discuss my quote, please contact me at your earliest convenience.

Respectfully

Kevin Simmons,

A handwritten signature in black ink, appearing to read "Kevin Simmons", written over a printed name.



*"Your Local Service Experts"*

## **Estimate letter – phone 436-6838**

Date: November 18, 2016

To Rodney Hickey 902-439-1083

Hi Rodney, thank you for the opportunity to price this light conversion on the Town of Kensington's Rescue truck.

### **CAB**

Replace amber marker lights on roof with LED.

Replace main light bar with two 17" low profile LED light bars towards the outside of the cab on each side.

Replace the main headlights with LED.

Replace front amber signal lights with LED, will require aluminum plates, to use existing bezels.

Replace front Red flashing lights with LED, will require aluminum plates, to use existing bezels.

Replace two adjustable spot light with new LED, complete.

Replace missing center interior lamp with LED.

To replace the two flashers on the side of the bumper with new LED lights, may require aluminum plates if existing bezel is to be used.

### **SIDES**

Replace round amber signal light on each side with LED.

Replace bottom marker lights with LED.

Replace upper marker lights with LED.

Replace red flashing strobes on each side with LED, will require aluminum plates to use existing bezels.

### **REAR**

Replace revolving lights in rear corners with LED

Replace lower 3 marker lights with LED option.

Replace upper work lights with LED, will require aluminum plates to use existing bezels.

### **Interior**

Add additional LED rope lighting, two kits worth, 100FT of lighting.

This estimate includes the labor and materials to perform the light changes. This is an estimate

only as discussed on the day the truck was viewed the main wire harnesses and wiring particularly under the truck is in poor condition, this will be repaired as required, during the installation.

\$ 10,649.00 plus taxes. + 300.00 (undercoat) = 10,949.00 plus taxes

Let us know what you decide, it could take up to a week to get some items, once ordered.

Thanks



Richard Palmer  
President  
Palmer Automotive & Truck Center

- reasonable corrosion included in price
- price not anticipated to increase
- strongly urge to undercoat the vehicle
- \$300.00
-



## Town of Kensington - Request for Decision

<b>Date:</b> December 9, 2016	<b>Request for Decision No:</b> 2016-48 <b>(Office Use Only)</b>
<b>Topic:</b> Town of Kensington Preliminary Budget - 2017	
<b>Proposal Summary/Background:</b>  A copy of the preliminary 2017 Operating budget estimates for the Town of Kensington is being circulated with this Request for Decision. The preliminary budget provides for 2017 revenues of \$2,099,158 and expenses of \$2,099,158.  As indicated, this is a preliminary budget and amounts will change when more accurate data is available as the final budget is approved in March 2017.	
<b>Benefits:</b>	
<b>Disadvantages:</b>	
<b>Discussion/Comments:</b>	
<b>Options:</b>  <ol style="list-style-type: none"><li>1. Approve the preliminary budget as proposed.</li><li>2. Approve the budget with modification.</li><li>3. Not approve the project as proposed.</li></ol>	
<b>Costs/Required Resources:</b>	<b>Source of Funding:</b>
<b>Recommendation:</b>  It is recommended that Town Council consider and adopt the following resolution:  <i><b>BE IT RESOLVED that the 2017 Preliminary Budget be approved with revenues estimated at \$2,099,158.00 and expenditures estimated at \$2,099,158.00, pending any further adjustments required following the 2016 Year End Audit.</b></i>	

**Town of Kensington  
Cash Flow  
Budget 2017**

**Revenue**

General Government	\$	941,092
Police	\$	48,000
Rental Income	\$	93,960
Recreation and EVK Pool	\$	4,500
	\$	-
Sale of Services	\$	366,450
	\$	-
<b>Total Town Revenue</b>	\$	<b>1,454,002</b>
Fire Revenue	\$	242,256
	\$	-
Community Gardens	\$	402,900
	\$	-
<b>Total Revenue all Sources</b>	\$	<b>2,099,158</b>
	\$	-
<b>Expenses</b>	\$	-
Town Hall	\$	154,384
General Government	\$	349,172
Police	\$	428,952
Public Works	\$	237,135
Train Station	\$	27,735
Parks and Recreation	\$	72,250
Sale of Services	\$	184,374
	\$	-
<b>Total Town Expenses</b>	\$	<b>1,454,002</b>
	\$	-
Total Fire Expenses	\$	242,256
	\$	-
Total CGC Expenses	\$	402,900
	\$	-
<b>Total Expenses All Sources</b>	\$	<b>2,099,158</b>
	\$	-
	\$	-
	\$	-
	\$	-
<b>Total Revenue +</b>	\$	<b>2,099,158</b>
<b>Total Expenses -</b>	\$	<b>2,099,158</b>
<b>Gross Cash from operations</b>	\$	-
	\$	-
<b>Add back Depreciation +</b>	\$	-
Town Hall	\$	58,200
Fire	\$	75,300
Police	\$	25,692
Public Works	\$	85,860
Train Station	\$	2,880
Parks and Recreation	\$	5,700
Community Gardens Complex	\$	20,736
<b>Total Depreciation</b>	\$	<b>274,368</b>

	\$ -
	\$ -
	\$ -
<b>Less Principal Loan Payments -</b>	
CGC	\$ 16,800
Dehumidifier	\$ 1,164
Fire Hall	\$ 12,468
Gorman Loan	\$ -
Train Station	\$ 2,148
Walker Property	\$ -
Fire Truck	\$ 14,952
Ford Taurus	\$ -
Town Hall	\$ 23,892
2012 Streets	\$ 8,292
Property Cons	\$ 15,096
Storm Sewer Linwood	\$ 2,436
12 School St	\$ 2,676
2013/2014 Capital	\$ 10,284
2016 Dodge Charger	\$ 2,952
2016 Trackless	\$ 9,792
LOC Consolidation	\$ 27,084
<b>Total Principal payments</b>	<b>\$ 150,036</b>
	\$ -
<b>Net Cash from Operations</b>	<b>\$ 124,332</b>
	\$ -
	\$ -
<b>Water and pollution Control Corpora</b>	\$ -
Revenue W & S	\$ 555,564
Expense W & S	\$ 555,564
	\$ -
	\$ -
<b>Add Back Depreciation</b>	<b>\$ 91,080</b>
	\$ -
<b>Less Principal Payments</b>	\$ -
Sewer Lagoon	\$ 6,516
Wind Turbine	\$ 9,252
Sew Broad & Wat Infill	\$ 5,952
Natures Crop	\$ 13,356
Generators	\$ 1,536
Wat Infill Cons	\$ 3,672
W&S Ext Cons	\$ 24,228
Due To From Cons	\$ 12,384
2013/2014 Capital	\$ 1,440
LOC Consolidation	\$ 8,004
<b>Total W &amp; S Principal Payments</b>	<b>\$ 86,340</b>
	\$ -
<b>Net Cash Flow W &amp; S</b>	<b>\$ 4,740</b>
	\$ -
	\$ -
<b>Consolidated Cash Flow</b>	<b>\$ 129,072</b>

**Summary  
Town of Kensington  
Budget 2017**

	2017 Annual Budget	2016 Annual Budget	2016 Actual 31-Oct
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<b>Revenue</b>			
General Government	\$ 941,092.00	\$ 957,760.00	\$ 798,184.93
Police	\$ 48,000.00	\$ 20,400.00	\$ 47,117.10
Rental Revenue	\$ 93,960.00	\$ 101,516.00	\$ 87,586.50
Recreation Revenue	\$ 4,500.00	\$ 5,200.00	\$ 4,080.00
Sale of Services	\$ 366,450.00	\$ 387,600.00	\$ 301,978.30
<b>Total Town Revenue</b>	<b>\$ 1,454,002.00</b>	<b>\$ 1,472,476.00</b>	<b>\$ 1,238,946.83</b>
Fire Revenue	\$ 242,256.00	\$ 242,256.00	\$ 199,106.68
Community Gardens	\$ 402,900.00	\$ 411,200.00	\$ 307,758.92
<b>Total Revenue all Sources</b>	<b>\$ 2,099,158.00</b>	<b>\$ 2,125,932.00</b>	<b>\$ 1,745,812.43</b>
<b>Expenses</b>			
Town Hall	\$ 154,384.00	\$ 153,095.00	\$ 120,121.58
General Government	\$ 349,172.00	\$ 374,091.00	\$ 292,450.57
Police	\$ 428,952.00	\$ 421,992.00	\$ 353,545.86
Public Works	\$ 237,135.00	\$ 239,895.00	\$ 207,173.88
Train Station	\$ 27,735.00	\$ 26,823.00	\$ 23,725.10
Recreation	\$ 72,250.00	\$ 72,250.00	\$ 70,760.87
Sale of Services	\$ 184,374.00	\$ 184,330.00	\$ 143,176.67
<b>Total Town Expenses</b>	<b>\$ 1,454,002.00</b>	<b>\$ 1,472,476.00</b>	<b>\$ 1,210,954.53</b>
<b>Total Fire Expenses</b>	<b>\$ 242,256.00</b>	<b>\$ 242,256.00</b>	<b>\$ 179,167.06</b>
<b>Total CGC Expenses</b>	<b>\$ 402,900.00</b>	<b>\$ 411,200.00</b>	<b>\$ 314,673.11</b>
<b>Total Expenses All Sources</b>	<b>\$ 2,099,158.00</b>	<b>\$ 2,125,932.00</b>	<b>\$ 1,704,794.70</b>
Variance Water & Sewer	\$ -	\$ -	
Variance Town	\$ -	\$ -	\$ 27,992.30
Variance Fire Department	\$ -	\$ -	\$ 19,939.62
Variance CGC	\$ -	\$ -	\$ ( 6,914.19 )
<b>Deficit Recovery</b>	<b>\$ -</b>	<b>\$ -</b>	

**Town of Kensington  
Town Hall  
Budget 2017**

	2017 Annual Budget	2016 Annual Budget	2016 Actual 31-Oct
<b>Expenses</b>			
Depreciation	\$ 58,200.00	\$ 58,200.00	\$ 48,500.00
			\$ -
Property Taxes	\$ 9,810.00	\$ 9,810.00	\$ 6,742.70
Electricity	\$ 16,900.00	\$ 16,900.00	\$ 13,604.07
Heating Oil	\$ 12,700.00	\$ 12,700.00	\$ 7,551.58
Wages - Custodian	\$ 31,980.00	\$ 31,980.00	\$ 20,097.27
Repair and Main. - Equip (delete)	\$ -	\$ -	\$ -
Repair and Main. - Building	\$ 14,400.00	\$ 14,400.00	\$ 15,826.47
Janitor Supplies - Town Hall	\$ 2,810.00	\$ 2,810.00	\$ 735.80
Town Hall Consolidation Loan Interest	\$ 7,320.00	\$ 7,320.00	\$ 6,802.49
Generator Interest Loan #5	\$ 264.00	\$ 264.00	\$ 261.20
	\$ -	\$ -	\$ -
<b>Expenses</b>	<b>\$ 154,384.00</b>	<b>\$ 154,384.00</b>	<b>\$ 120,121.58</b>

**Town of Kensington  
Fire Department  
Budget 2017**

	2017 Annual Budget	2016 Annual Budget	2016 Actual 31-Oct
<b>Revenue</b>			
Fire District Malpeque	\$ 74,820.00	\$ 74,820.00	\$ 62,350.00
Fire District 1910	\$ 125,556.00	\$ 125,556.00	\$ 101,856.68
Fire District Kensington	\$ 41,880.00	\$ 41,880.00	\$ 34,900.00
Donations Fire	\$ -	\$ -	\$ -
<b>Revenue</b>	<b>\$ 242,256.00</b>	<b>\$ 242,256.00</b>	<b>\$ 199,106.68</b>
Depreciation	\$ 75,300.00	\$ 75,300.00	\$ 62,750.00
Reserve Fund	\$ 18,835.00	\$ 18,835.00	\$ 7,750.00
Water & Sewer	\$ 1,500.00	\$ 1,500.00	\$ 1,137.02
Property Taxes	\$ 6,450.00	\$ 6,450.00	\$ -
Electricity	\$ 4,875.00	\$ 4,875.00	\$ 3,941.51
Heating Oil	\$ 10,400.00	\$ 10,400.00	\$ 5,591.16
Telephone	\$ 2,820.00	\$ 2,820.00	\$ 2,296.29
Cellular	\$ 1,800.00	\$ 1,800.00	\$ 1,488.56
Advertising	\$ 750.00	\$ 750.00	\$ 173.31
Honorariums	\$ 24,400.00	\$ 24,400.00	\$ -
Fire Equipment, Uniforms & Supplies	\$ 6,600.00	\$ 6,600.00	\$ 24,388.54
Repair and Main. - Equip	\$ 2,400.00	\$ 2,400.00	\$ 1,304.82
Repair and Main. - Vehicle	\$ 12,000.00	\$ 12,000.00	\$ 8,134.45
Repair and Main. - Building	\$ 4,800.00	\$ 4,800.00	\$ 4,020.64
Vehicle - Gas & Oil	\$ 3,600.00	\$ 3,600.00	\$ 2,343.66
Snow and Ice Control	\$ 3,250.00	\$ 3,250.00	\$ -
Conventions and Meetings/Proff Dev	\$ 7,600.00	\$ 7,600.00	\$ 4,350.44
Insurance	\$ 1,500.00	\$ 1,500.00	\$ 1,470.00
Answering Service - Fire	\$ 3,000.00	\$ 3,000.00	\$ 1,666.42
2010 Truck Loan # 21	\$ 4,560.00	\$ 4,560.00	\$ 7,751.62
Fire Hall Loan Int. Loan #10	\$ 3,816.00	\$ 3,816.00	\$ 3,608.62
Share of General Government	\$ -	\$ -	\$ -
Administration and Operating Costs	\$ 42,000.00	\$ 42,000.00	\$ 35,000.00
	\$ -	\$ -	\$ -
<b>Expenditures</b>	<b>\$ 242,256.00</b>	<b>\$ 242,256.00</b>	<b>\$ 179,167.06</b>

Town of Kensington  
General Government  
Budget 2017

Revenue	2017	2016	2016
	Annual Budget	Annual Budget	Actual 31-Oct
Animal Control	\$ 240.00	\$ 240.00	\$ 240.00
Building Permits	\$ 3,250.00	\$ 4,850.00	\$ 2,500.00
Donations	\$ 5,250.00	\$ 6,250.00	\$ 4,717.60
Canada Day	\$ 1,500.00	\$ 1,500.00	\$ 1,537.00
Employment Grant	\$ 24,000.00	\$ 16,000.00	\$ 27,882.53
Equalization Grants	\$ 342,900.00	\$ 345,000.00	\$ 288,330.12
Community Support Grant	\$ -	\$ -	\$ -
Police Training Grant	\$ 3,900.00	\$ 3,900.00	\$ 3,682.36
Miscellaneous Revenue	\$ 6,000.00	\$ 21,000.00	\$ 8,245.44
GST/PST Refund	\$ -	\$ -	\$ -
Property Taxes	\$ 554,052.00	\$ 550,020.00	\$ 461,049.88
Gain or Loss on Disposal of Assets	\$ -	\$ 9,000.00	\$ -
Kensington 2014 Revenue	\$ -	\$ -	\$ -
<b>Subtotal General Revenue</b>	<b>\$ 941,092.00</b>	<b>\$ 957,760.00</b>	<b>\$ 798,184.93</b>
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Police Dept Revenue	\$ 48,000.00	\$ 20,400.00	\$ 47,117.10
	\$ -	\$ -	\$ -
<b>Subtotal Police Services Revenue</b>	<b>\$ 48,000.00</b>	<b>\$ 20,400.00</b>	<b>\$ 47,117.10</b>
	\$ -	\$ -	\$ -
Dr. MacKean	\$ -	\$ -	\$ -
Dr. McNearney	\$ -	\$ -	\$ -
Kensington Family Medical Centre	\$ 48,300.00	\$ 48,300.00	\$ 40,250.00
Miscellaneous Rent	\$ 7,272.00	\$ 15,272.00	\$ 15,682.50
Kiddie Town Daycare	\$ 5,088.00	\$ 5,004.00	\$ 4,175.30
Public Health Nurse	\$ -	\$ -	\$ -
Chamber of Commerce	\$ 1,452.00	\$ 1,428.00	\$ 1,192.90
Unit 17	\$ -	\$ -	\$ -
Indian River Festival	\$ 2,172.00	\$ 2,136.00	\$ 1,789.40
Train Station	\$ 20,844.00	\$ 20,544.00	\$ 17,127.90
Kensington Physiotherapy	\$ 8,832.00	\$ 8,832.00	\$ 7,368.50
Fun Times Kindergarden	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
<b>Subtotal Rental Revenue</b>	<b>\$ 93,960.00</b>	<b>\$ 101,516.00</b>	<b>\$ 87,586.50</b>
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Recreation & Aqua Program	\$ 4,500.00	\$ 5,200.00	\$ 4,080.00
Support for Recreation Director	\$ -	\$ -	\$ -
<b>Subtotal Recreation Revenue</b>	<b>\$ 4,500.00</b>	<b>\$ 5,200.00</b>	<b>\$ 4,080.00</b>
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
CIS Secondment	\$ -	\$ -	\$ -
Police Chief Services	\$ -	\$ -	\$ -
Contract Revenue	\$ 347,250.00	\$ 372,000.00	\$ 285,718.30
Record Checks	\$ 19,200.00	\$ 15,600.00	\$ 16,260.00
<b>Subtotal Sales of Services</b>	<b>\$ 366,450.00</b>	<b>\$ 387,600.00</b>	<b>\$ 301,978.30</b>
	\$ -	\$ -	\$ -
<b>Total Revenue</b>	<b>\$ 1,454,002.00</b>	<b>\$ 1,472,476.00</b>	<b>\$ 1,238,946.83</b>
	\$ -	\$ -	\$ -
Depreciation	\$ -	\$ -	\$ -
Deficit Recovery	\$ -	\$ 6,300.00	\$ 5,250.00
Reserve Fund	\$ -	\$ -	\$ -
Property Taxes(Gorman & Walker)	\$ -	\$ 150.00	\$ 191.18
Telephone	\$ 3,000.00	\$ 2,760.00	\$ 2,420.24
Cellular	\$ 3,600.00	\$ 4,200.00	\$ 2,168.30
Office Expenses	\$ 11,400.00	\$ 11,400.00	\$ 10,246.59
IT Services	\$ 3,600.00	\$ 3,600.00	\$ 2,646.52
Advertising	\$ 8,400.00	\$ 8,400.00	\$ 3,020.21
Wages - Administration	\$ 230,220.00	\$ 230,220.00	\$ 177,885.01
Workers Compensation	\$ 5,800.00	\$ 5,800.00	\$ 2,995.01
Honorariums	\$ 21,700.00	\$ 21,700.00	\$ -
20 Stewart Street Bldg R&M	\$ 3,600.00	\$ 2,400.00	\$ 3,169.09
Repair and Maint - Vehicle (Delete)	\$ -	\$ -	\$ -
Vehicle - Gas & Oil (Delete)	\$ -	\$ -	\$ -

**Town of Kensington  
General Government  
Budget 2017**

Revenue	2017	2016	2016
	Annual Budget	Annual Budget	Actual 31-Oct
Conventions and Meetings	\$ 3,600.00	\$ 5,500.00	\$ 2,192.48
Town Functions (Delete see Special Events)	\$ -	\$ -	\$ -
Dues & Memberships	\$ 5,400.00	\$ 5,050.00	\$ 5,230.24
Travel and Mileage	\$ 5,400.00	\$ 4,200.00	\$ 4,272.74
Proff Development	\$ 1,040.00	\$ 1,040.00	\$ 186.51
Donations and Grants	\$ 9,000.00	\$ 14,000.00	\$ 11,500.00
Miscellaneous	\$ 600.00	\$ 600.00	\$ 2,976.10
Insurance - Other	\$ 46,000.00	\$ 43,000.00	\$ 45,287.00
Professional Fees - Accountant	\$ 13,000.00	\$ 13,000.00	\$ 10,355.00
Professional Fees - Other	\$ 3,600.00	\$ 3,600.00	\$ 9,010.47
Fire Department Administration	\$ ( 42,000.00 )	\$ ( 42,000.00 )	\$ ( 35,000.00 )
Animal Control	\$ 120.00	\$ 120.00	\$ -
Photocopier	\$ 3,400.00	\$ 3,000.00	\$ 2,590.30
Web Page Expenses	\$ 900.00	\$ 1,020.00	\$ 327.00
ADP Payroll Expenses	\$ 3,120.00	\$ 2,700.00	\$ 2,513.29
Bank Charges	\$ 2,400.00	\$ 7,200.00	\$ 6,379.12
Development Expense	\$ 2,000.00	\$ 5,000.00	\$ 4,730.55
Planning (combine with Prof Other)	\$ -	\$ -	\$ -
Promotional Materials	\$ 3,000.00	\$ 3,000.00	\$ 2,535.25
Fire Protection Charge	\$ 55,944.00	\$ 55,944.00	\$ 46,620.00
W&S Share of General Government	\$ ( 151,200.00 )	\$ ( 151,200.00 )	\$ ( 126,000.00 )
Fire Share of General Government	\$ -	\$ -	\$ -
Francis St & School St Loan Int.	\$ 4,608.00	\$ 5,160.00	\$ 4,140.45
2013/2014 Capital Loan Interest	\$ 3,132.00	\$ -	\$ 3,002.23
Gorman Property Loan Interest	\$ -	\$ 11,200.00	\$ 6,895.20
2012 Street Upgrade Interest	\$ 2,532.00	\$ 2,820.00	\$ 2,271.45
Gas Tax Loan Interest	\$ 7,860.00	\$ 7,440.00	\$ 9,720.26
Loan # 15 Walker property Interest	\$ -	\$ 5,256.00	\$ 4,172.40
Loan on 12 School Street Interest	\$ 816.00	\$ 1,200.00	\$ 813.35
FunTimes Loan interest	\$ -	\$ -	\$ -
Storm sewer Linwood/Maple Lane Interest	\$ 744.00	\$ 1,200.00	\$ 733.64
Cogsdale Maintenance Fee	\$ 5,500.00	\$ 5,000.00	\$ 5,450.00
Fun Times Expense	\$ -	\$ -	\$ -
Library Expense	\$ 13,200.00	\$ 13,200.00	\$ 10,657.12
Vu Works	\$ 4,000.00	\$ 3,939.00	\$ 3,996.27
Fire Dues	\$ 41,880.00	\$ 41,880.00	\$ 34,900.00
	\$ 8,256.00	\$ -	\$ -
	\$ -	\$ -	\$ -
<b>Expenditures</b>	<b>\$ 349,172.00</b>	<b>\$ 374,091.00</b>	<b>\$ 292,450.57</b>



**Town of Kensington  
Police Department  
Budget 2017**

Expense	2017 Annual Budget	2016 Annual Budget	2016
			Actual
			31-Oct
Depreciation	\$ 25,692.00	\$ 25,692.00	\$ 21,410.00
Telephone	\$ 6,000.00	\$ 6,000.00	\$ 4,562.47
Cellular	\$ 1,500.00	\$ 1,500.00	\$ 1,089.32
Office Expenses	\$ 5,160.00	\$ 3,300.00	\$ 4,095.74
IT Services	\$ 2,160.00	\$ 2,160.00	\$ 4,814.86
Wages - Police Full Time	\$ 240,780.00	\$ 240,780.00	\$ 139,832.90
Wages - Part Time/Casual	\$ 103,940.00	\$ 103,940.00	\$ 146,655.01
Workers Compensation	\$ 4,900.00	\$ 4,900.00	\$ 2,397.93
Repair and Main. - Equip	\$ 5,300.00	\$ 2,400.00	\$ 5,613.90
Repair and Main. - Vehicle	\$ 4,800.00	\$ 3,600.00	\$ 4,074.78
Vehicle - Gas & Oil	\$ 12,000.00	\$ 12,000.00	\$ 9,382.43
Proff Development	\$ 4,800.00	\$ 4,800.00	\$ 1,813.28
Uniforms - Clothing & Supplies	\$ 5,620.00	\$ 4,200.00	\$ 5,479.53
Insurance - Life	\$ 1,080.00	\$ 1,080.00	\$ 899.90
Answering Service - police	\$ 24,000.00	\$ 24,000.00	\$ 20,036.00
Meals While on Duty	\$ 360.00	\$ 360.00	\$ 31.09
Vehicle - Rental	\$ 300.00	\$ 300.00	\$ 221.05
Court Costs & Witness Fees	\$ 1,200.00	\$ 1,200.00	\$ 257.95
Crime Prevention Initiatives	\$ 600.00	\$ 600.00	\$ 25.00
PROS	\$ 1,800.00	\$ 1,800.00	\$ -
2013 Ford Police Car Interest	\$ 60.00	\$ 360.00	\$ 172.14
2016 Dodge Charger Interest	\$ 900.00	\$ 1,020.00	\$ 680.58
Police Share of Sales of Service	\$ ( 24,000.00 )	\$ ( 24,000.00 )	\$ ( 20,000.00 )
	\$ -	\$ -	\$ -
<b>Expenditures</b>	<b>\$ 428,952.00</b>	<b>\$ 421,992.00</b>	<b>\$ 353,545.86</b>

**Town of Kensington  
Public Works  
Budget 2017**

Expense	2017 Annual Budget	2016 Annual Budget	2016
			Actual
			31-Oct
Depreciation	\$ 85,860	\$ 85,860	\$ 71,550.00
Property Taxes	\$ 465	\$ 465	\$ 308.00
Electricity	\$ 1,860	\$ 1,320	\$ 1,503.82
Heating Oil	\$ 3,550	\$ 4,350	\$ 1,909.72
Street Lights	\$ 37,200	\$ 37,200	\$ 30,368.83
Telephone (Disconnected)	\$ -	\$ -	\$ -
Cellular	\$ 1,200	\$ 1,200	\$ 1,054.72
Wages	\$ 142,800	\$ 142,800	\$ 137,056.90
Repair and Main. - Equip	\$ 12,000	\$ 12,000	\$ 10,402.27
Repair and Main. - Vehicle	\$ 2,400	\$ 2,400	\$ 696.25
Repair and Main. - Building	\$ 2,400	\$ 2,400	\$ 1,239.71
Vehicle - Gas & Oil	\$ 4,800	\$ 4,800	\$ 3,253.49
Snow and Ice Control	\$ 60,000	\$ 60,000	\$ 42,944.73
Uniforms - Clothing & Supplies	\$ 900	\$ 900	\$ 279.93
Gas & Oil - Equipment Public Works	\$ 8,000	\$ 8,000	\$ 4,972.20
Small Tools & Shop Supplies	\$ 1,200	\$ 1,200	\$ 590.93
Miscellaneous	\$ 1,200	\$ 1,200	\$ 629.60
Garbage Disposal	\$ 2,100	\$ 2,100	\$ 1,902.23
Asphalt Patching/Sidewalk	\$ 15,000	\$ 15,000	\$ 15,553.37
Water and Sewer Share	-\$ 148,800	-\$ 148,800	\$ ( 124,000.00 )
Public Works Interest on Loans	\$ 3,000	\$ 3,000	\$ 2,506.56
Operating Lease Kubota	\$ -	\$ 2,500	\$ 2,499.62
	\$ -	\$ -	\$ -
<b>Expenditures</b>	<b>\$ 237,135</b>	<b>\$ 239,895</b>	<b>\$ 207,173.88</b>

**Town of Kensington  
Train Station  
Budget 2017**

<b>Expense</b>	<b>2017 Annual Budget</b>	<b>2016 Annual Budget</b>	<b>2016</b>
			<b>Actual</b>
			<b>31-Oct</b>
Depreciation	\$ 2,880	\$ 2,880	\$ 2,400.00
Water & Sewer	\$ 1,440	\$ 1,020	\$ 1,191.17
Property Taxes	\$ 1,275	\$ 1,275	\$ 560.74
Electricity	\$ 8,760	\$ 7,560	\$ 7,163.56
Heating Oil	\$ 6,300	\$ 6,300	\$ 4,702.78
Freight Shed Electricity	\$ 2,520	\$ 2,520	\$ 2,080.73
Repair and Main. - Equip	\$ 300	\$ 300	\$ -
Repair and Main. - Building	\$ 3,600	\$ 3,600	\$ 4,516.73
Train Station Int Infracr Loan #23	\$ 660	\$ 1,368	\$ 1,109.39
	\$ -	\$ -	\$ -
<b>Expenditures</b>	<b>\$ 27,735</b>	<b>\$ 26,823</b>	<b>\$ 23,725.10</b>

**Town of Kensington  
Recreation & Parks  
Budget 2017**

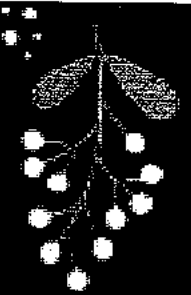

Expense	2017 Annual Budget	2016 Annual Budget	2016
			Actual
			31-Oct
Depreciation	\$ 5,700.00	\$ 5,700.00	\$ 4,750.00
Property Taxes	\$ 1,350.00	\$ 1,350.00	\$ 3,918.08
Electricity	\$ 3,050.00	\$ 3,050.00	\$ 3,005.23
Wages - EVK Pool	\$ 17,000.00	\$ 17,000.00	\$ 17,920.06
Repair and Maint - Equip	\$ 1,000.00	\$ 1,000.00	\$ 98.19
Repair and Maint. - Building	\$ 2,450.00	\$ 2,450.00	\$ 3,236.04
Uniforms - Clothing & Supplies	\$ 500.00	\$ 500.00	\$ 400.21
Special Events Expense	\$ 13,200.00	\$ 13,200.00	\$ 12,084.47
Chemicals	\$ 3,000.00	\$ 3,000.00	\$ 3,464.41
Canada Day Expenses	\$ 3,000.00	\$ 3,000.00	\$ 2,050.09
Community Gardens Grant	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00
Park Improvements	\$ 6,000.00	\$ 6,000.00	\$ 3,834.09
Kensington 2014	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
<b>Expenditures</b>	<b>\$ 72,250.00</b>	<b>\$ 72,250.00</b>	<b>\$ 70,760.87</b>

**Town of Kensington**  
**Sales of Service**  
**Budget 2017**

	2017 Annual Budget	2016 Annual Budget	2016
			Actual
			31-Oct
<b>Expenses</b>			
Office Expenses	\$ 1,500.00	\$ 1,500.00	\$ 962.58
IT Services	\$ 1,844.00	\$ 1,800.00	\$ 372.60
Wages - Police Chief Allocation	\$ 24,000.00	\$ 24,000.00	\$ 20,000.00
Wages - Police Full Time	\$ -	\$ -	\$ -
Wages - Police Tech's	\$ 153,720.00	\$ 153,720.00	\$ 121,841.49
Proff Development	\$ 480.00	\$ 480.00	\$ -
PROS	\$ 2,830.00	\$ 2,830.00	\$ -
IT Services	\$ -	\$ -	\$ -
<b>Expenditures</b>	\$ 184,374.00	\$ 184,330.00	\$ 143,176.67

**Town of Kensington  
Community Gardens Complex  
Budget 2017**

	<b>2017 Annual Budget</b>	<b>2016 Annual Budget</b>	<b>2016 Actual 31-Oct</b>
<b>Revenue</b>			
CGC Ice Rental	\$ 148,000	\$ 146,300	\$ 97,253.08
CGC Canteen Sales	\$ 72,500	\$ 72,500	\$ 46,006.04
CGC Fitplex Sales	\$ 36,000	\$ 36,000	\$ 35,743.98
CGC Harvest Festival Sales	\$ 31,000	\$ 35,000	\$ 27,347.11
CGC Summer Camp Sales	\$ 11,000	\$ 11,000	\$ 9,714.99
CGC Building Rentals	\$ 1,600	\$ 1,600	\$ 1,400.00
CGC Interest Revenue	\$ -	\$ -	\$ -
CGC Ballfield Sales	\$ 3,500	\$ 4,300	\$ 3,450.88
CGC Cash Over/Under	\$ -	\$ -	\$ -
CGC Sign Rentals	\$ 12,600	\$ 17,100	\$ 12,139.92
CGC Donations	\$ 10,000	\$ 10,000	\$ -
CGC Fund Raising Events	\$ 25,000	\$ 33,200	\$ 24,184.07
CGC Grants - Operational	\$ 24,500	\$ 25,000	\$ 24,500.00
CGC Wage Grants	\$ 26,000	\$ 18,000	\$ 25,016.42
CGC Miscellaneous Revenue	\$ 1,200	\$ 1,200	\$ 2.43
	\$ -	\$ -	\$ -
<b>Total Revenue</b>	<b>\$ 402,900</b>	<b>\$ 411,200</b>	<b>\$ 307,758.92</b>
		\$ -	\$ -
<b>Expenditures</b>			
CGC Depreciation	\$ 20,736	\$ 20,736	\$ 17,280.00
Deficit Recovery	\$ -	\$ 46,944	\$ 39,120.00
CGC Reserve	\$ 38,564	\$ -	\$ -
CGC Property Taxes	\$ -	\$ -	\$ -
CGC Electricity Arena	\$ 62,255	\$ 62,255	\$ 47,899.68
CGC Heating Oil	\$ 13,400	\$ 13,400	\$ 7,727.55
CGC Electricity Sign	\$ 600	\$ 600	\$ 296.38
CGC Electricity Ball Field / Canteen	\$ 485	\$ 485	\$ 249.73
CGC Telephone	\$ 2,400	\$ 3,000	\$ 1,849.85
CGC Cellular	\$ 1,200	\$ 1,200	\$ 753.97
CGC Office Supplies	\$ 600	\$ 600	\$ 523.92
CGC Advertising	\$ 2,400	\$ 3,100	\$ 1,340.07
CGC Wages and Salaries	\$ 159,070	\$ 159,070	\$ 120,450.82
CGC Workers Compensation	\$ 2,200	\$ 2,200	\$ 1,162.70
Repair and Main - Equip (Delete)	\$ -	\$ -	\$ -
Repair and Main - Vehicle (Delete)	\$ -	\$ -	\$ -
Repair and Main - Building (Delete)	\$ -	\$ -	\$ -
CGC Repair and Main Equip	\$ 900	\$ 600	\$ 891.19
CGC Repair Vehicle (Zamboni)	\$ 1,200	\$ 1,200	\$ 951.10
CGC Repair Building	\$ 4,000	\$ 4,000	\$ 2,948.98
CGC Repair and Main Ice Plant	\$ 2,450	\$ 2,450	\$ 1,409.99
CGC Repair and Main Property	\$ 750	\$ 750	\$ 99.75
CGC Repair and Main Ice Surface	\$ 2,550	\$ 2,550	\$ 1,822.66
CGC Zamboni Propane	\$ 2,400	\$ 2,400	\$ 1,853.48
CGC Ballfield Expenses	\$ 600	\$ 600	\$ 155.78
CGC Canteen Expenses	\$ 34,750	\$ 34,750	\$ 24,637.32
CGC Harvest Festival Expenses	\$ 9,000	\$ 9,000	\$ 8,060.09
CGC Fitplex Expenses	\$ 1,200	\$ 1,200	\$ 2,586.00
CGC Snow Removal	\$ 3,300	\$ 3,300	\$ 1,745.00
CGC MBCU Loan Interest	\$ 5,100	\$ 5,640	\$ 4,043.11
CGC Summer Camp Expenses	\$ 900	\$ 600	\$ 864.30
CGC Fund Raising Expenses	\$ 8,000	\$ 8,000	\$ 7,253.11
CGC Dehumidifier Interest	\$ 360	\$ 540	\$ 377.87
CGC Senior Center Oil	\$ 2,150	\$ 2,150	\$ 884.22
CGC Senior Center Electricity	\$ 900	\$ 900	\$ 620.20
CGC Senior Center Repair and Main	\$ 1,800	\$ 1,800	\$ 46.95
CGC Senior Center Property Tax	\$ -	\$ -	\$ -
CGC Travel and Mileage	\$ 1,800	\$ 1,800	\$ 1,236.42
CGC Insurance	\$ 7,500	\$ 6,000	\$ 7,400.00
CGC Professional Fees Accounting	\$ -	\$ -	\$ -
CGC Janitorial Supplies	\$ 3,300	\$ 3,300	\$ 2,571.32
CGC Bank Charges	\$ 1,680	\$ 1,680	\$ 1,556.18
CGC Garbage Removal	\$ 2,400	\$ 2,400	\$ 2,003.42
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 402,900</b>	<b>\$ 411,200</b>	<b>\$ 314,673.11</b>
<b>Variance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (6,914.19)</b>



The Board of Directors  
of the  
Kensington and Area  
Chamber of Commerce  
would like to  
invite you to a

# CHRISTMAS MIXER

December 15 | 4:30 pm - 6:30 pm

BROADWAY 45



## Geoff Baker

---

**From:** Gallant, Gary <Gallant.Gary@cavendishfarms.com>  
**Sent:** Tuesday, December 06, 2016 2:25 PM  
**To:** townmanager@townofkensington.com  
**Cc:** Gallant, Gary; policechief@townofkensington.com  
**Subject:** Thank You Kensington Police "Kyle"

Hi Geoff,

I just wanted you Geoff and Lewie to know about a kind gesture that one of your Police officers by the name of Kyle was doing out on his patrols around Town. I was shoveling my driveway on the first snow fall of the year when the Police Car drove by and stopped. The Police Officer got out and opened the trunk and got a shovel out, he came up the driveway and proceeded to start shoveling. I said thank you, but you must have better things to do. He introduced himself and said that he was out doing his patrols and that he didn't mind helping out. I asked him if he had helped anyone else and he said yes a couple of others. He said that it was a great way to meet the locals. We had a great conversation about the town and each other, when the driveway was cleared. He noticed there was another person down the street starting to clean his driveway and that he was going to help them. I thanked him again and he was on his way. I just wanted you to know how much I appreciated this. This goes above and beyond the call of duty. Your Police Officers are sending a great message! Thanks again Kyle and the Kensington Police Department.

Thanks  
Gary Gallant

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### Avis de non-responsabilité

Ce courriel contient des informations confidentielles uniquement destinées à la ou les personnes à qui il est adressé. Il se peut également que ce message soit protégé par privilège ou autrement protégé par d'autres principes légaux. Toute divulgation, utilisation, dissémination ou copie non autorisée, de tout ou d'une partie de ce courriel, est strictement interdite. Si vous n'êtes pas le destinataire prévu, veuillez en avvertir immédiatement l'expéditeur et supprimer ce courriel ainsi que toute pièce jointe éventuelle de votre ordinateur et de vos dossiers. Merci.



**Kensington Seniors Housing Co-operative Ltd.  
8 Walker Drive, Kensington PE C0B 1M0**

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December 7, 2016

Town of Kensington

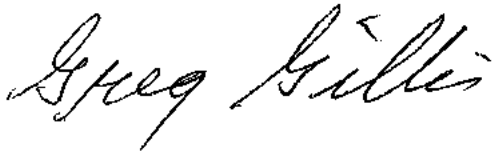
Attention: Town Council Members

We, as Members of the Kensington Seniors Housing Co-operative Ltd have plans to put a shed on our property located at 8 Walker Drive. This shed would have electricity supplied to it and would be used to safely house our generator and make it more environmental friendly. Please be aware that we have been told by the co-operative inspectors that the set up that we have now is a health and safety issue.

When one of our Members, Greg Gillis, went to Town office, he was told that we would have to apply for a permit at a cost of \$100.00 and then this permit would be brought before Town Council at the next meeting for denial or approval.

At this time, we are requesting that the \$100.00 fee be waived for this one time project. As you may not be aware, the Housing Co-operative runs on a limited budget. We try very hard to make life as comfortable as possible for all the senior residents who live there, the majority of which have lived in the Kensington area most of their lives.

Thank you for your time.





# KENSINGTON INT-SR HIGH SCHOOL

P.O. Box 340/19 Victoria St. E.

Kensington, PE COB 1M0

Phone 902-836-8901/Fax 902-836-8903

<http://www.edu.pe.ca/kish>

Newsletter #4

December 2016

### Upcoming

December 1.....	Christmas dances
December 2.....	PD day - no classes
December 8.....	KISH Christmas concert
December 22.....	Last day of classes in 2016
January 4.....	First day of classes in 2017
January 25-30.....	Senior high end-of-semester exams

### 12 Days of KISHmas

- December 7 - hat & mitts day
- December 8 - Santa hat day
- December 9 - lunch activity
- December 12 - PJ day
- December 13 - hot chocolate at lunch
- December 14 - Christmas character day
- December 15 - lunch activity
- December 16 - whiteout day
- December 19 - Christmas movie at lunch
- December 20 - Christmas movie at lunch
- December 21 - Christmas sweater day
- December 22 - green & red day

Throughout the 12 days of KISHmas, students should be on the lookout for the KISH elf hidden around the school. There are prizes to be won!

### **QEES Christmas Concert**

As in previous years, we're asking for your cooperation with regards to the elementary school's Christmas concert on December 16. KISH students have regular classes during the concert; however, we understand that some KISH students with younger siblings at QEES may want to attend the concert with their parents. Parents are required to come to the office to pick up THEIR child, not anyone else's. If a KISH student goes to the concert without being picked up in the office, it will be considered skipping and a detention will be given. If a student misses a test because of not following this procedure, a zero will be given for the test. Thank you for your cooperation!

### **Grad Class Potluck**

The next grad activity is a potluck on December 15. The meal will run from 6-7pm in the cafeteria and there will be activities/games in the gym afterwards. A sign-up sheet will be posted closer to the date for grads to indicate what food item they will be bringing. KISH grads, be sure come and enjoy the fun!

### **KISH Spiritwear**

It's back! If you're thinking for buying Spiritwear for yourself or as a gift for Christmas, you're in luck! Order forms are going out to students today (Monday) and must be in by 2:30pm on Wednesday, December 7 in order to have items delivered by December 20. If you like to check out the items and logos, visit our online store at <http://kensingtonish.entripyshops.com/>. The site will also give you an idea of sizes as it has a convenient sizing chart on it. The order form is also available online on the KISH website.

### **KISH Science Fair**

Our school science fair will be held on March 7. Students in 8A are required to complete a project as part of their science class, but students in any other grade/classes may also enter. See Ms. Ramsay for more information.

### **Bridge Building Contest**

The annual PEI Engineers Bridge Building contest will take place in March. Interested students can talk to Ms. Ramsay about getting supplies and assistance with this contest.

### **KISH Student Achievements**

#### **October Students of the Month**

Congratulations to the following students on being chosen by their teachers, based on academics, attitude, school involvement, etc.

Grade 7 - Abby Douglas, Tori MacPhee

Grade 8 - Mya Welton, Mallory Clark

Grade 9 - Heidi Lauwerijssen, Hannah LeClair

Grade 10 - Evan Powley, Collin McNally

Grade 11 - Mark Ferrish, Kaleigh Morrison

Grade 12 - Jillian Marchbank, Jensen Mayne

#### **November Students of the Month**

Grade 7 - Josh Lauwerijssen, Gus MacEwen

Grade 8 - Reese Carmody, Lily Greenan

Grade 9 - Maddy Rogers, Hannah Paynter

Grade 10 - Lauren LaFrance, Ben Dymont

Grade 11 - Bailey Clark, Keegan Rix

Grade 12 - Jaimie Wood, Ben Christopher

- **Katie Stavert-Bernard**, grade 7, recently finished 1<sup>st</sup> in PEI and 4<sup>th</sup> in the Maritimes in the pre-juvenile under 13 girls at Skate Canada's Maritime Sectionals.
- **Jr. Girls Volleyball Team** won **provincial bronze** by defeating Athena Consolidated School. Team members included Kate Woodside, Katie Stavert-Bernard, Samantha Schurman, Rachael Phelan, Avery Hattie, Mallory Clark, Emma Croken, Hillary Murray, Megan MacDonald, Maddy Rogers, Julia Weir, Nicole Boucher. Maddy Rogers was named tournament all-star! Thanks to Angela Rogers for an awesome job as coach.
- **Sr. Girls Volleyball Team** won AAA **provincial silver** recently in one of the closest finals in PEISAA volleyball history. Team members averaged 30 hours of volleyball

a week starting September 1 and are to be commended for their 3 months of dedication and hard work. Players are Chloe Champion, Jillian Ferguson, Abby Donald, Jaimie Wood, Cassandra MacLeod, Emily MacDonald, Jensen Mayne, Shianne Adams, Hillary MacLean, Keanna Reid, Elizabeth Burt and Hillary Bernard. Jillian Ferguson and Hillary MacLean were named provincial tournament all-stars and Abby Donald, Cassandra MacLeod, Hillary MacLean & Jillian Ferguson were named AAA volleyball league all-stars! Great job everyone and thanks to coach Richard Younker for all his time and hard work!

- **Jr. Girls Soccer Team** defeated Summerside Intermediate to win **provincial gold**. This very exciting game needed extra time and a shoot-out to determine the winner. Players included Emma Arsenault, Bailey Butler, Ellen Cole, Abby Douglas, Brook Gallant, Lydia Hamill, Brianne Hughes, Heidi Lauwerijssen, Hannah LeClair, Paige Lauwerijssen, Jill Lockerby, Kylie MacLellan, Mya Moffatt, Ellen Murphy, Sierra Rix & Hannah Rogers. Great job coaching by Blair Murphy and Peter Lauwerijssen. Thanks for taking on this job!

#### **Student Council Notes**

Our Student Council members have several events planned leading up to the Christmas break.

- **Kensington Christmas Parade** is on Sunday, December 4 and students have been busy decorating a float to enter in it.
- **Give a Bit Campaign** will run from December 7-14. Students are asked to bring in change to their homeroom. Each homeroom will then have an opportunity to "buy" a toy from those on display in the Student Council cabinet. All the toys (and any extra money) will be donated to the Kensington Lions Club for distribution to needy families in the area.

#### **Staff Professional Development**

At the P.D. day on November 9, KISH staff met with Sandra Herbst in Charlottetown and focused on using the "Big 3" with students. Staff learned about the importance of setting learning goals for classes, how to co-construct criteria with students so they are aware of the expectations and how to use descriptive feedback to improve student performance. Self-feedback and peer feedback are important steps in student success.

## Home & School News

1. **2017 Extra Mile Awards** – Nominate a staff person (teacher, EA, custodian) for the PEI Home & School's *Extra Mile Award*. Submission deadline is **January 13, 2017**. More details online at <http://peihsf.ca/extramile>.
2. **2017 Staff Appreciation Week** will be celebrated across Canada from **February 13-17, 2017**. Home & School groups are encouraged to show appreciation to school staff for the contributions they make to our children and their education.
3. **Resolutions** – Consider issues needing change in PEI's education system and write a resolution on that issue by referring to our [guide to writing and presenting resolutions](#). Submit resolutions to the PEI Home & School office by **January 31, 2017**. If you need assistance, contact the office [peihsf@edu.pe.ca](mailto:peihsf@edu.pe.ca) or by calling 1-800-916-0664.
4. **2017 Annual Meeting & Convention** is **Saturday, April 8, 2017** at the Rodd Charlottetown Hotel.

## December Newsletter

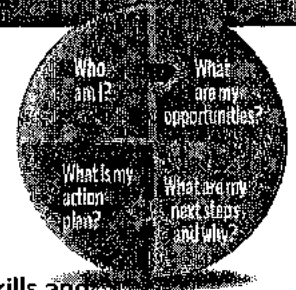
### From the *Student Graduation and Transition Planner*

### Support Networks

Children who have positive relationships with adults are more likely to develop the skills and abilities necessary to overcome difficult times. Encourage your child to think about areas where they might want advice, support or expertise – people who they can turn to, who can help them keep that balance in their life. Who do they want on their Board of Directors?

Who might you include on your Board of Directors? You may consider someone who:

- can advise/coach on how to manage money and plan for post secondary
- has actually done what you think you may want to pursue (in terms of post secondary and/or work that interests you)
- can assist with academic challenges
- is a really good problem solver and can help you think through messy situations to find a solution
- can encourage you and help you to stay motivated
- believes in you and has high expectations for you
- you can call at 2 a.m. when you're in trouble or questioning your choices



- you can confide in

To be effective, ask people to be on your Board of Directors and let them know how they can help. Have your child invite people to play a role on their Board of Directors and use the template below to record the names of their Board members and some detail about how their members can support them.

Your child's Board of Directors will change over time as their needs change, so encourage them to revisit their Board from time to time. Have your child identify their support network by completing **My Board of Directors** found in My Plan, [www.myplanpei.ca](http://www.myplanpei.ca) (password: myplan).

A circular template for a Board of Directors. The circle is divided into eight equal segments by four lines intersecting at the center. Each segment contains the word "Name:" followed by a blank space. Outside the circle, there are eight horizontal lines, one for each segment, each labeled "Role:".

