



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

***Monday, March 11, 2019 @ 7:00 PM***

55 Victoria Street  
Kensington, PEI  
C0B 1M0

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

**Town of Kensington  
Regular Meeting of Town Council  
March 11, 2019 – 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 February 11, 2019 Regular Meeting
- 6. Business Arising from Minutes**
  - 6.1 February 11, 2019 Regular Meeting
- 7. Reports**
  - 7.1 Chief Administrative Officer 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 Credit Union Centre Report
  - 7.8 Mayor's Report
  - 7.9 Federation of Prince Edward Island Municipalities Report – Councillor Mann
  - 7.10 Kensington and Area Chamber of Commerce Report – Councillor Bernard
  - 7.11 Heart of the Island Initiative (STEP) Report – Deputy Mayor Pickering
- 8. New Business**
  - 8.1 2019/20 Town of Kensington Financial Plan – Review and Discussion
  - 8.2 Request for Decisions
    - 8.2.1 RFD2019-12 - Town of Kensington TCA Capitalization and Amortization Policy
    - 8.2.2 RFD2019-13 - 20 Stewart Street
    - 8.2.3 RFD2019-14 - Town of Kensington Dangerous and Unsightly Property Bylaw - Second Reading and Formal Adoption
    - 8.2.4 RFD2019-15 - Official Plan and Development Bylaw Amendment - PID No 747790
    - 8.2.5 RFD2019-16 - Re-Zoning Application for PID 80150
  - 8.2 Other Matters
- 9. Correspondence**
- 10. Committee of the Whole (In-Camera) – *Nil***
- 11. Adjournment**

**Town of Kensington**  
**Minutes of Regular Council Meeting**  
**Monday, February 11, 2019**  
**7:00 PM**

**Council Members Present:** Mayor Rowan Caseley; Deputy Mayor Pickering; Councillors: Spencer, Toombs, Gallant, Mann and Bernard

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

**Visitors:** Colin MacLean – Journal Pioneer  
Shelley Cole and Kat Carroll - Kensington Scouting Group

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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 Gallant to approve the tentative agenda for the February 11, 2019 regular meeting of Town Council with the addition of one item of correspondence. 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** Shelley Cole and Kat Carroll spoke to Town Council regarding their upcoming 'Good Turn Week' being held from April 15 to April 21, 2019. Councillors were encouraged to share ideas/community projects that the local scouting groups could do during the week.

*Ms. Cole and Ms. Carroll excused themselves from the Council Chamber at 7:10 pm.*

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

**5.1** *Moved by Councillor Toombs, seconded by Councillor Gallant to approve the minutes from the January 14, 2019 regular meeting of Town Council. Unanimously carried.*

**6. Business Arising from Minutes**

**6.1**    *Nil*

**7.    Reports**

**7.1    CAO's Report**

**7.1.1**    *Moved by Councillor Bernard, seconded by Councillor Spencer to adopt the February 2019 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

**7.2    Fire Department Statistical Report**

**7.2.1**    *Moved by Deputy Mayor Pickering, seconded by Councillor Spencer to approve the December 2018 Fire Statistical report as prepared by Fire Chief, Rodney Hickey. Unanimously carried.*

**7.3    Police Department Statistical Report**

**7.3.1**    *Moved by Councillor Toombs, seconded by Councillor Spencer to approve the December 2018 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

**7.3.2**    Chief Sutherland noted that the Walk in Silence for Victims of Family Violence will be held Friday, February 15 at 12:30 pm.

**7.4    Development Permit Summary Report**

**7.4.1**    *Nil*

**7.5    Bills List**

**7.5.1**    *Moved by Councillor Mann, seconded by Councillor Bernard to approve the December 2018 Bills in the amount of \$202,280.47. Unanimously carried.*

**7.6    Summary Income Statement**

**7.6.1**    *Moved by Councillor Gallant, seconded by Councillor Mann to approve the Summary Income Statement for the month of December 2018. Unanimously carried.*

**7.7    Credit Union Centre Report**

**7.7.1**    *Moved by Councillor Toombs, seconded by Councillor Spencer to approve the Credit Union Centre report for the month of December 2018. Unanimously carried.*

**7.7.2**    Councillor Gallant requested additional signage to remind members to wear indoor footwear while using the Fitplex facility.

- 7.7.3** Councillor Spencer requested additional advertising to let people know that the walking track is open to the public. Mr. Baker will speak with Mr. Wood.

**7.8 Mayor's Report**

- 7.8.1** *Moved by Councillor Toombs, seconded by Councillor Gallant to approve the Mayors report for the month of February 2019 as presented by Mayor Caseley. Unanimously carried.*

- 7.8.2** *Moved by Councillor Spencer, seconded by Councillor Toombs to direct staff to negotiate a 10-year lease with the tenants of the Island Stone Pub, with the option of an additional 5 years. Unanimously carried.*

- 7.8.3** Councillor Gallant inquired if Town Council would consider the sale of the Historic Kensington Train Station before re-signing a new lease with the current tenants. Councillors discussed the proposal and it was unanimously decided that the Train Station holds significant value in the history of the Town and would maintain ownership.

- 7.8.4** Councillor Gallant requested that a congratulatory note be sent to retired KISH teacher John Bowness on his recent induction into the Volleyball PEI Hall of Fame.

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

- 7.9.1** FPEIM hosted a successful semi-annual meeting in Kinkora on January 19, 2019.

- 7.9.2** KACC will host their AGM on February 21, 2019 at the Murray Christian Centre. Christine Cousins from the Kensington Scotiabank will be sworn in as the Chamber President.

**8. New Business**

**8.1 Request for Decisions**

**8.1.1 PEI Crime Stoppers Donation Request**

- 8.1.1.1** *Moved by Councillor Spencer, seconded by Councillor Bernard*

*THAT Town Council approve a donation to PEI Crime Stoppers in the amount of \$100.00 to support their Tips App.*

*Unanimously carried.*

**8.1.2 FPEIM Board of Directors Nomination**

- 8.1.2.1** *Moved by Councillor Gallant, seconded by Councillor Toombs*

*THAT Kensington Town Council nominate Councillor Rodney Mann*

*to the position of Prince County Representative of the Cities/Towns Caucus of FPEIM.*

*Unanimously carried.*

### **8.1.3 TOK Resolution to FPEIM AGM**

#### **8.1.3.1 Moved by Deputy Mayor Pickering, seconded by Councillor Bernard,**

*THAT Kensington Town Council authorize the submittal of the following resolution for consideration by the FPEIM Board of Directors and that the resolution be brought forward during the FPEIM's 2019 Annual General Meeting:*

*WHEREAS the capital cost of installing central services such as water, sewer and streets to new residential subdivision development is steadily increasing and carries a similar cost in both rural and urban areas of the Province;*

*AND WHEREAS the selling price of a residential building lot in rural areas is significantly less than that of similar building lots in urban areas;*

*AND WHEREAS the cost of servicing residential building lots in rural areas is a primary factor leading to on-site serviced, ribbon development outside of Towns and rural municipalities, which is widely recognized as being unsustainable, detrimental to the environment and a poor land-use practice;*

*AND WHEREAS both the public and private sectors in rural areas require financial assistance to encourage centrally serviced residential development in rural areas;*

*AND WHEREAS towns and rural municipalities do not have the capacity to provide such financial support to rural residential development;*

*BE IT RESOLVED that the Federation of Prince Edward Island Municipalities advocate and request the Province of Prince Edward Island to consider the provision of financial support to both the public and private sectors for the development of residential building lots in rural areas, similar to the former Rural Residential Building Lot Program.*

*Unanimously carried.*

### **8.1.4 Kensington Fire Department Capital Purchases**

**8.1.4.1** *Moved by Councillor Mann, seconded by Councillor Toombs*

*THAT Kensington Town Council approve the purchase of five (5) sets of Innotex Energy Bunker Gear from T&K Fire Equipment Ltd. as per their quote dated January 22, 2019 in the amount of \$12,210.00 plus HST.*

*THAT Kensington Town Council approve the purchase of one (1) Samsung 50 inch TV, one (1) Articulating Mount, one (1) Samsung 32 inch TV, one (1) Lenovo Mount, one (1) Lenovo Tiny Desktop, one (1) wireless keyboard/mouse kit, one (1) HDMI Screen Share Device and a one (1) year Microsoft Office subscription, from Combat Computers as per their quote dated January 22, 2019 in the amount of \$2,949.00 plus HST/ACES.*

*Unanimously carried.*

**8.1.5** **Town of Kensington - Indian River Festival MOU**

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

*THAT Kensington Town Council approve a Memorandum of Understanding between the Town of Kensington and the Indian River Festival and that the Mayor and CAO be authorized to sign it on behalf of Town Council.*

*Unanimously carried.*

**8.1.6** **Town of Kensington Dangerous and Unsightly Property Bylaw - First Reading**

**8.1.6.1** *First Reading*

*Moved by Councillor Bernard, seconded by Deputy Mayor Pickering*

*WHEREAS Section 180 of the Municipal Government Act, R.S.P.E.I. 1988, c M-12.1 authorizes a Town Council to pass a bylaw respecting dangerous and unsightly property in their jurisdiction;*

*AND WHEREAS Town Council wishes to provide, by bylaw, for the enforcement of minimum property standards which shall apply to all property located within the Town of Kensington;*

*BE IT RESOLVED THAT the Town of Kensington Dangerous and Unsightly Property Bylaw (Bylaw #2019-01) be hereby read a first time.*

*Unanimously carried.*

**8.1.6.2** *Approval of First Reading*

*Moved by Councillor Bernard, seconded by Councillor Gallant*

*WHEREAS Section 180 of the Municipal Government Act, R.S.P.E.I. 1988, c M-12.1 authorizes a Town Council to pass a bylaw respecting dangerous and unsightly property in their jurisdiction;*

*AND WHEREAS Town Council wishes to provide, by bylaw, for the enforcement of minimum property standards which shall apply to all property located within the Town of Kensington;*

*BE IT RESOLVED THAT the Town of Kensington Dangerous and Unsightly Property Bylaw (Bylaw #2019-01) be hereby approved.*

*Unanimously carried.*

**8.1.7** *Town of Kensington Gas Tax Funds Re-Profiling*

**8.1.7.1** *Moved by Councillor Toombs, seconded by Deputy Mayor Pickering*

*THAT the Town of Kensington submit an application to the Municipal Strategic Component of the Gas Tax Fund to fund a portion of the cost of the Town of Kensington Train Station Renovation and Boardwalk Replacement Project.*

*The Council understands that all future operational costs associated with and resulting from the project will be the responsibility of the Town of Kensington.*

*Unanimously carried.*

**8.1.7.2** *Moved by Councillor Toombs, seconded by Councillor Gallant*

*THAT the Town of Kensington submit an application to the Municipal Strategic Component of the Gas Tax Fund to fund a portion of the cost of the Town of Kensington Wellfield Emergency Backup Power Project.*

*The Council understands that all future operational costs associated with and resulting from the project will be the responsibility of the Town of Kensington.*

*Unanimously carried.*

**8.1.7.3** *Moved by Councillor Toombs, seconded by Councillor Spencer*

*THAT the Town of Kensington amend its 2014-2019 Gas Tax Capital Investment Plan to remove the Victoria Street West Sidewalk*



***Replacement Project and add the Town of Kensington Train Station Renovation and Boardwalk Replacement Project and the Town of Kensington Wellfield Emergency Back up Power project.***

***Unanimously carried.***

**8.2 Other Matters**

**8.2.1** Councillor Gallant suggested that an additional catch basin be installed near the corner of Pleasant Street and Broadway Street N. to help alleviate the excess water that collects in the area. Mr. Baker addressed concern that the storm water system may not be able to handle the additional water flow. Staff will speak with the Provincial Department of Transportation regarding the recommendation and report back to Council.

**8.2.2** Deputy Mayor Pickering provided updates on the recent Winter Carnival. The events went well, although some were cancelled due to weather.

**9. Correspondence**

**9.1** A Thank You letter from the PCH Foundation.

**9.2** A proclamation request from Epilepsy Association of Nova Scotia requesting the Town to proclaim March 26 as Purple Day as part of Epilepsy Awareness Month.

**9.3** A financial donation request from the Atom 'A' Shane Cormier Memorial Hockey Tournament.

***Moved by Deputy Mayor Pickering, seconded by Councillor Toombs to donate \$100 to the Shane Cormier Memorial Hockey Tournament. Unanimously carried.***

**10. In-Camera**

**10.1** *Nil*

**11. Adjournment**

***Moved by Councillor Gallant, seconded by Councillor Toombs to adjourn the meeting at 8:15 PM. Unanimously carried.***

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Geoffrey Baker,  
CAO

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Rowan Caseley,  
Mayor

Town of Kensington		
CAO Monthly Report for Committee of Council - March 2019		
Item #	Project/Task	Status
1	Emergency Measures Organization	Two names have been brought forward as potential candidates for the EMO Coordinator position. I understand that a conversation has been had with at least one of the potential candidates. I will bring updates forward to Council as discussions progress.
2	Exempt Staffing Policy	Deferred to the 2019/20 fiscal year.
3	Unsightly Premises Bylaw	The Bylaw was given first reading at February's regular meeting of Town Council. A request for decision has been circulated with the tentative agenda package requesting consideration of giving the bylaw second reading and formal adoption.
4	Financial Policy Development	A Tangible Capital Asset Capitalization and Amortization Policy has been circulated with the tentative agenda package. It is requested that Town Council give the policy consideration and approval as recommended by Committee of Council.
5	Access to Information and Protection of Privacy Bylaw	NO ACTION The deadline for the adoption of this Bylaw has been extended to June 23, 2019. Staff will complete the work required to ensure the Bylaw is completed prior to the legislated deadline. There was a great presentation provided at the recent semi-annual meeting of the FPEIM that will help guide staff through the process.
6	Records Retention and Disposition Bylaw	NO ACTION The deadline for the adoption of this Bylaw has been extended to June 23, 2019. Staff will complete the work required to ensure the Bylaw is completed prior to the legislated deadline.
7	Procurement Bylaw	NO ACTION The Bylaw is required under the new Municipal Government Act. The Bylaw will be drafted by staff and presented to Town Council upon completion. In the interim staff will continue to work according to the Procurement Policy approved by Council.
8	Wellfield Protection Plan	I have reviewed the Wellfield Protection Plan and have provided comments/modifications/amendments back to the consultants. It is anticipated that the Plan will be finalized and ready for presentation to Committee of Council at their regular April meeting.
9	Strategic Plan Development	The Implementation Session with Council and staff was held on February 28th. It is anticipated that the final draft of the plan will be complete within the next two weeks. If received in time, the Plan will be presented at the March Committee of Council for consideration and approval. Otherwise it will be brought forward during April's Committee of Council meeting.
10	Victoria Street West Sidewalk Replacement	The project has been deferred to 2020.
11	Official Plan and Zoning Bylaw 5 Year Review	The project has been awarded to DV8 Consulting. A project kick-off meeting was held on Tuesday, January 29th. Staff have provided all information requested by the consultant. Further information will be provided as the project progresses.
12	Asset Management	An annual contract was established with Public Sector Partners to complete the Asset Management Plan on behalf of the Town. It is anticipated that the Plan, which will be a living and ever changing document, will be completed in approximately 11 months. Staff have begun to pull the required information together to facilitate the beginning of the project.
13	Ballfield Batting Cages	NO UPDATE The ball field batting cages were destroyed as a result of a winter storm in November of 2018. The cages were built by volunteers at some point in the past. Discussions have been held with the local minor ball association and further information will be brought forward for Council's consideration as discussions progress. It is apparent that the minor ball association do use the cages.
14	Snow and Ice Control Policy	It was originally intended to bring a revised Snow and Ice Control Policy to this Committee of Council meeting however all efforts were placed in other higher priority areas. Effort will be made to get the revised policy ready for March's Committee of Council meeting.
15	Island Stone Pub Lease Extension - 10 Years	No action has been taken on this to date. The current lease is set to expire on March 30, 2020, however it is anticipated that a 10 year lease extension will be developed and signed the week of March 11th.

Item #	Project/Task	Status
16	Re-profiling of Gas Tax Funds	Two funding applications were submitted to the Municipal Strategic Component of the Gas Tax Program and through the Town's direct allocation under the Gas Tax Program to support the Kensington Train Station/Boardwalk Renovation and Replacement project and the Wellfield Backup Power project (four applications total). No feedback has been received on the applications to date other than an acknowledgement of receipt and the fact that the applications were considered complete. It is hoped that decisions will be made to allow both projects to proceed in the Spring of 2019.
17	Investing in Canada Infrastructure Program	Correspondence has been received from the Canada-PEI Infrastructure Secretariat indicating that the application process to the new Investing in Canada Infrastructure Program (that the town submitted Expressions of Interest (EOI)) is open from March 8, 2019 to April 26, 2019. To date, no correspondence has been received in relation to the submitted EOI's. A copy of the correspondence has been included with the tentative agenda package.
18	2019/20 Town of Kensington Financial Plan	A copy of the proposed 'draft' financial plan for fiscal year 2019/20 has been circulated with the tentative agenda package. Public Notice has been provided to Kensington residents and business owners through the Town's website and Facebook. A poster has also been placed on the main bulletin board in the town hall foyer. It is expected that the draft will be reviewed by Council during their regular March meeting with a final draft being brought forward to the March Committee of Council meeting. The budget is required to be submitted to the Province prior to March 31st of 2019.

# Kensington Fire Department

## Occurrence Report 2019

[illegible]

## **JANUARY 2019**

The Kensington Fire Department responded to 11 calls during the month of January and the average attendance for the fire calls was 15 men. Following is the breakdown of calls:

1. JANUARY 3 – VEHICLE FIRE ON WALKER DR., KENSINGTON; 3 TRUCKS & 16 FIREFIGHTERS
2. JANUARY 6 – MVC IN NORTH FREETOWN; 2 TRUCKS & 14 FIREFIGHTERS
3. JANUARY 18 – MFR ON WALKER DR., KENSINGTON; 1 TRUCK & 9 FIREFIGHTERS
4. JANUARY 19 – SNOWMOBILE ACCIDENT IN SPRING VALLEY; 2 TRUCKS & 19 FIREFIGHTERS; PERSONAL VEHICLE USED TO TRANSPORT RESCUE SLED
5. JANUARY 21 – FLUE FIRE ON FREETOWN RD.; 3 TRUCKS & 17 FIREFIGHTERS
6. JANUARY 23 – MVC ON BLUE SHANK RD.; 2 TRUCKS & 14 FIREFIGHTERS
7. JANUARY 23 – MVC ON RTE 2 IN KENSINGTON; 1 TRUCK & 14 FIREFIGHTERS
8. JANUARY 25 – FIRE ALARM ON MACINTYRE RD; 1 TRUCK & 11 FIREFIGHTERS
9. JANUARY 28 – MFR ON COUNTY LINE RD.; 1 TRUCK & 21 FIREFIGHTERS
10. JANUARY 31 – MVC ON IRISHTOWN RD; 1 TRUCK & 12 FIREFIGHTERS
11. JANUARY 31 – FIRE ALARM IN NEW ANNAN; 2 TRUCKS & 12 FIREFIGHTERS

Training was held with 13 firefighters present (1 firefighter working and 11 firefighters in school taking Level 1 training, held on Tuesday and Thursday nights).

An Association meeting was also held with 26 firefighters present.

The 'new truck committee' met 4 times in the month of January.

Rodney Hickey  
Chief

[illegible]

[illegible]

[illegible]



## **Police Report January 2019**

KPS received 2 false alarms during the month.

January 1 @ 1040 hrs – Subway, member attended.

January 22 @ 2312 hrs – Subway, member attended.

Year To Date Approved Development Permits Summary Report  
2019

Development Permit Category	January	February	March	April	May	June	July	August	September	October	November	December		Total	
Renovation Residential additions/alterations			1											1	
Total:			1											1	

Total Estimated Construction Value
\$60,000.00
<b>\$60,000.00</b>

DEVELOPMENT PERMITS REPORT  
For the period March 08, 2019 to March 08, 2019

Permit Number	Date Permit Issued	PID	Applicant's Name & Address	Telephone Number	Permit Status	Work Type	Type of Construction	Value	Estimated Start	Estimated Finish	
			Property Address								
Residential additions/alterations											
01-19	03/08/2019	779827	Edmund O'Brien - 63 Broadway Street N	902-856-1600	Approved	Renovation	Residential additions/alterations		\$60,000.00	01/22/2019	05/15/2019
			63 Broadway Street N				Description:	Renovate existing building and construct a second story level on the back existing single level.			

Sub Total: \$60,000.00

Total: \$60,000.00



Mailing Address:  
55 Victoria Street E  
PO Box 418  
Kensington, PE  
C0B 1M0  
Tel: 902-836-3781  
Fax: 902-836-3741  
Email: [townmanager@townofkensington.com](mailto:townmanager@townofkensington.com)  
Website: [www.kensington.ca](http://www.kensington.ca)

For Office Use Only	
Permit #:	
Date Received:	Jan 21, 2019
Date Approved:	
PEI Planning:	
Permit Fee: \$	100.00 <input checked="" type="checkbox"/> Paid

## DEVELOPMENT PERMIT APPLICATION

### 1. Property Information

Project Address: 63 Broadway Street (North) Property Tax Number (PID): 77982-000  
Lot No.: 19 Subdivision Name \_\_\_\_\_ Current Zoning: Commercial  
Are there any existing structures on the property?: ☐ No ☒ Yes, please describe:  
One story and a half residential structure  
Land Purchased from Karen L. McMillan, Robert McMillan Year Purchased 2018

Location of Development	Property Size
<input type="checkbox"/> North <input type="checkbox"/> East	Road Frontage _____ Acreage <u>0.090</u>
<input type="checkbox"/> South <input type="checkbox"/> West	Property Depth _____ Area sq. ft. _____

### 2. Contact Information

APPLICANT Name: Edmund O'Brien Address: 63 Broadway Street (North)  
Phone: \_\_\_\_\_ Cell: (902) 856 1600  
Email: edmundobrien77@gmail.com Postal Code: C0B 1M0  
Same as Above: ☒  
Name: \_\_\_\_\_ Address: \_\_\_\_\_  
OWNER Phone: \_\_\_\_\_ Cell: \_\_\_\_\_  
Email: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
CONTRACTOR, ARCHITECT OR ENGINEER Name: Clark Waite (Building Blocs Home Improvements) Address: 898 Burlington Road  
Phone: \_\_\_\_\_ Cell: (902) 439 1124  
Email: buildingblobs.pei@gmail.com Postal Code: C0B 1M0

### 3. Infrastructure Components

Water Supply ☒ Municipal ☐ Private Sewage System ☒ Municipal ☐ Private

### 4. Development Description

☐ New Building ☐ Renovate Existing ☒ Addition ☐ Demolition ☐ Other \_\_\_\_\_

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

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

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
<u>2</u>	<u>3</u>	<u>2</u>	Width _____ Length _____



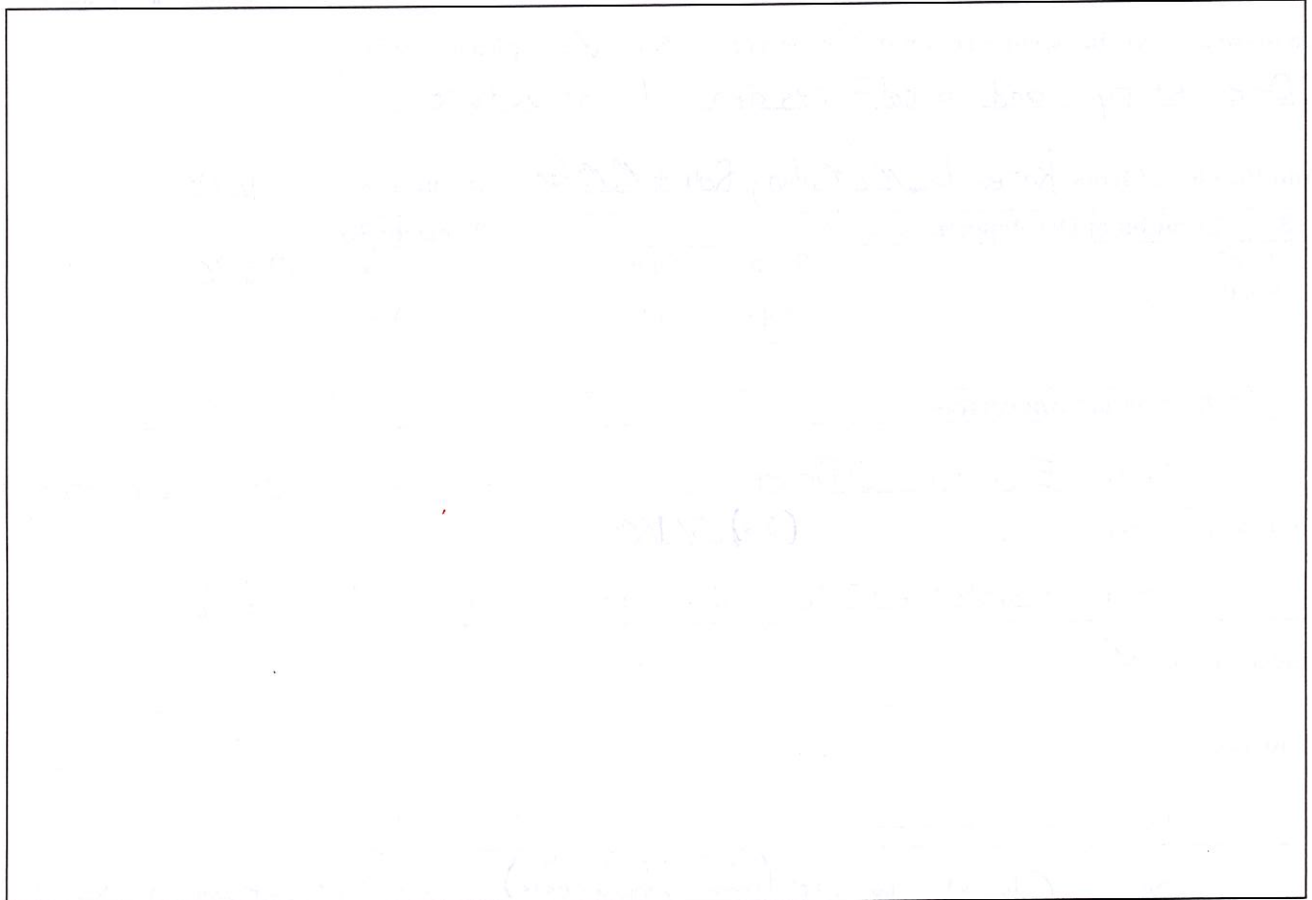
Detailed Project Description: Building a second story structure (20'2" x 15'11")  
on existing single story structure. This structure will act as a  
master bedroom with two closets.

Estimated Value of Construction (not including land cost): \$60,000

Projected Start Date: Jan 23, 2019 Projected Date of Completion: May 15, 2019

**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.



**I DO SOLEMNLY DECLARE & CERTIFY:**

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

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

Signature of Applicant [Signature]

Date: Jan 21, 2019

SCHOOL STREET

PID No. 77990  
NOW OR FORMERLY  
LANDS OF  
REGINALD BRYENTON, PAULA JEAN BRYANTON  
&  
FAYE CARRIE BRYENTON  
DEED REFERENCE:  
BOOK 3332, DOC 1562,  
YEAR 2018

REFERENCE: SEE PLAN  
No. G-07-65  
BY GIS INNOVATIONS LTD.

PID No. 77982  
NOW OR FORMERLY  
LANDS OF  
EDMUND JAMES O'BRIEN  
DEED REFERENCE:  
BOOK 3335, DOC 2118  
YEAR 2018

PID No. 80044  
NOW OR FORMERLY  
LANDS OF  
JASON C. PAYNTER  
&  
JOCELYN M. PAYNTER  
DEED REFERENCE:  
BOOK 835, PAGE 59

ASPHALT  
DRIVEWAY

BUILDING

PID No. 80051 & 77974  
NOW OR FORMERLY  
LANDS OF  
KAREN SPITERI

DEED REFERENCE:  
BOOK 3328, DOC 641  
YEAR 2018

REFERENCE: SEE PLAN  
No. 16022-C01  
BY LOCUS SURVEYS LTD

PID No. 77966  
NOW OR FORMERLY  
LANDS OF  
ROMA GALLANT  
REFERENCE: SEE PLAN  
No. 01309  
BY LOCUS SURVEYS LTD.  
BOOK 3062, DOC 105  
YEAR 2007

BROADWAY ST.  
NORTH

ION TRAIL

11806  
Fd.

11809

8079  
Fd.

H.P.

3986

3989

3988

BUILDING  
CIVIC #63

BUILDING  
CIVIC #61

66°48'14" 30.478

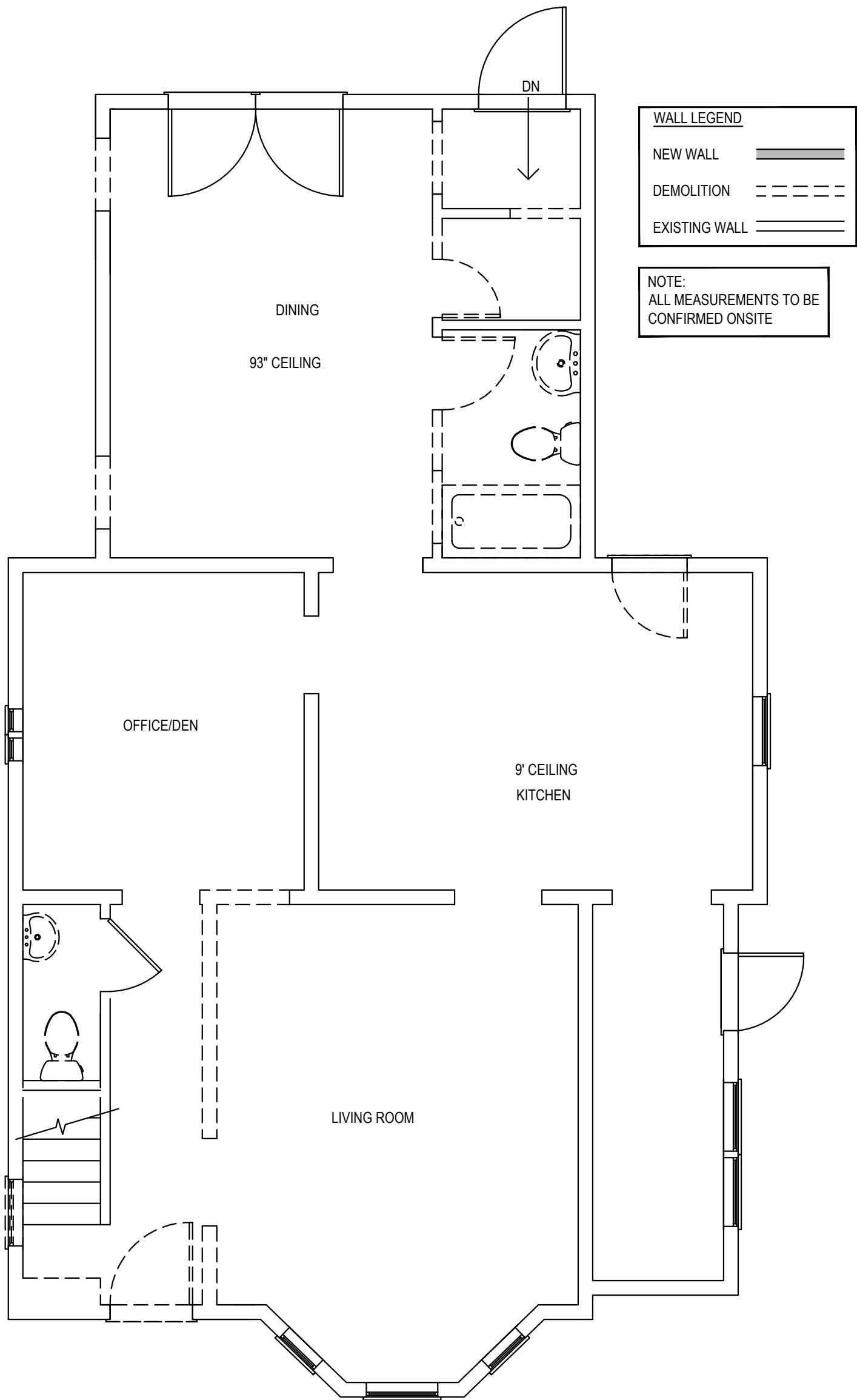
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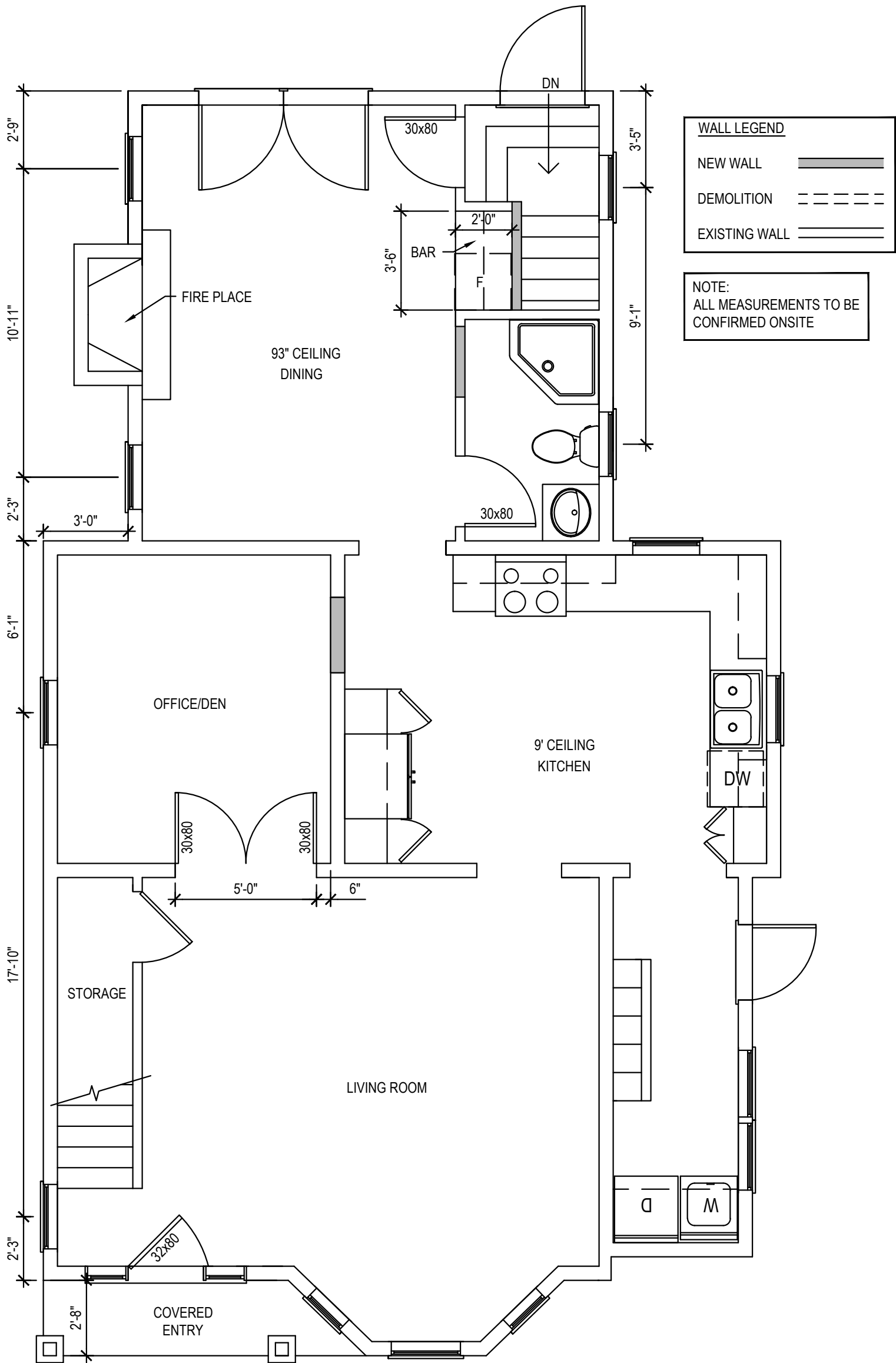
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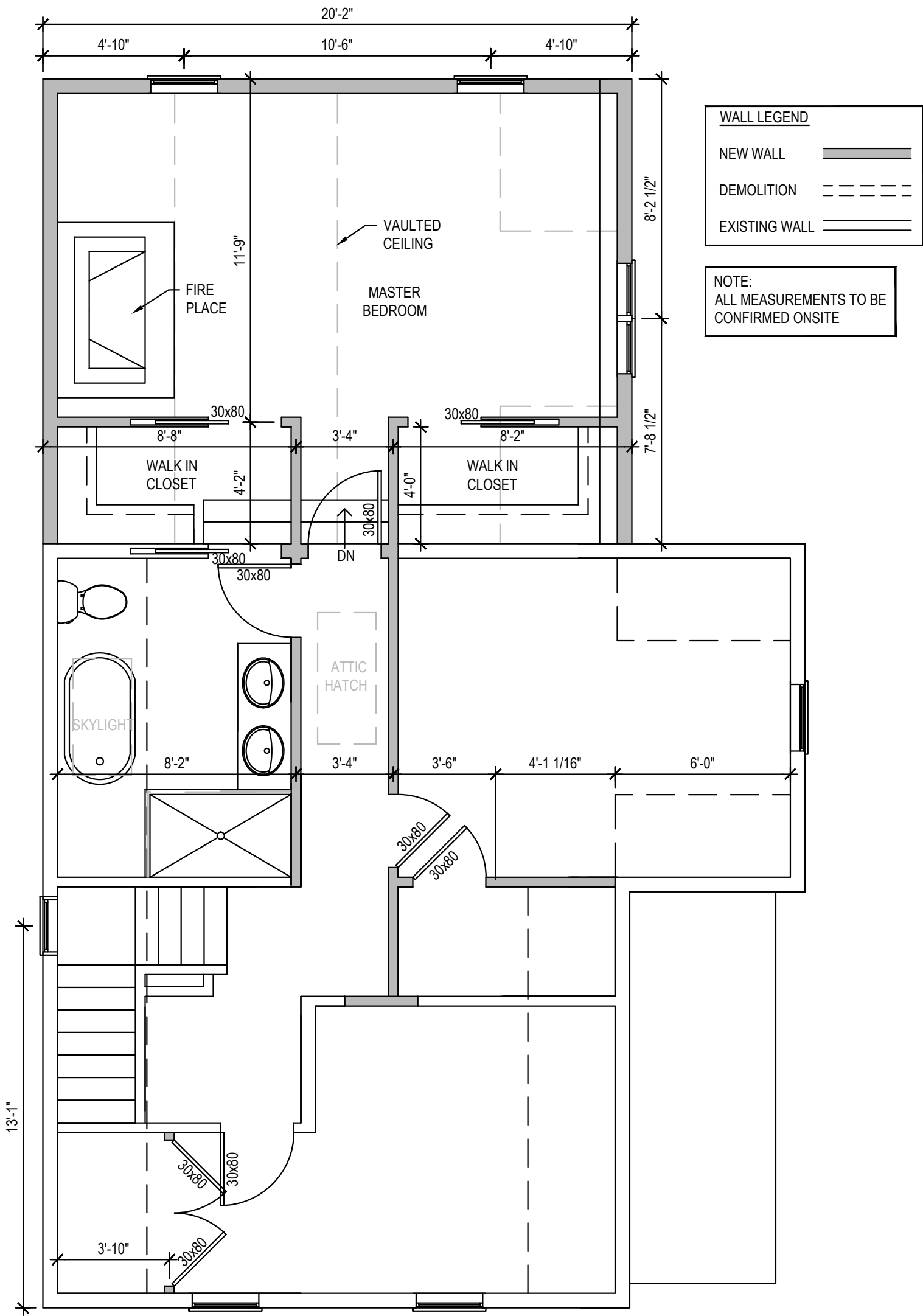
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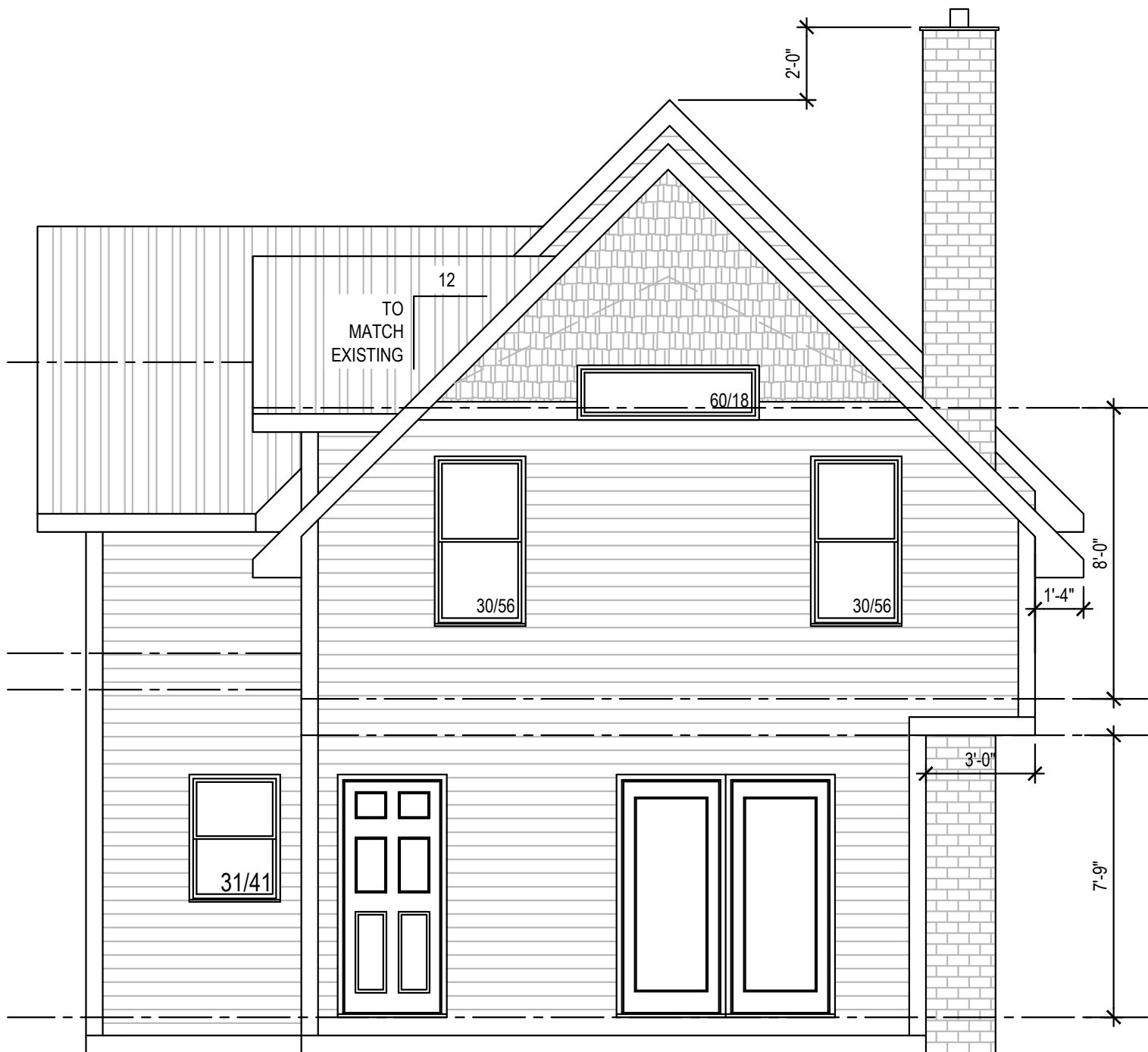
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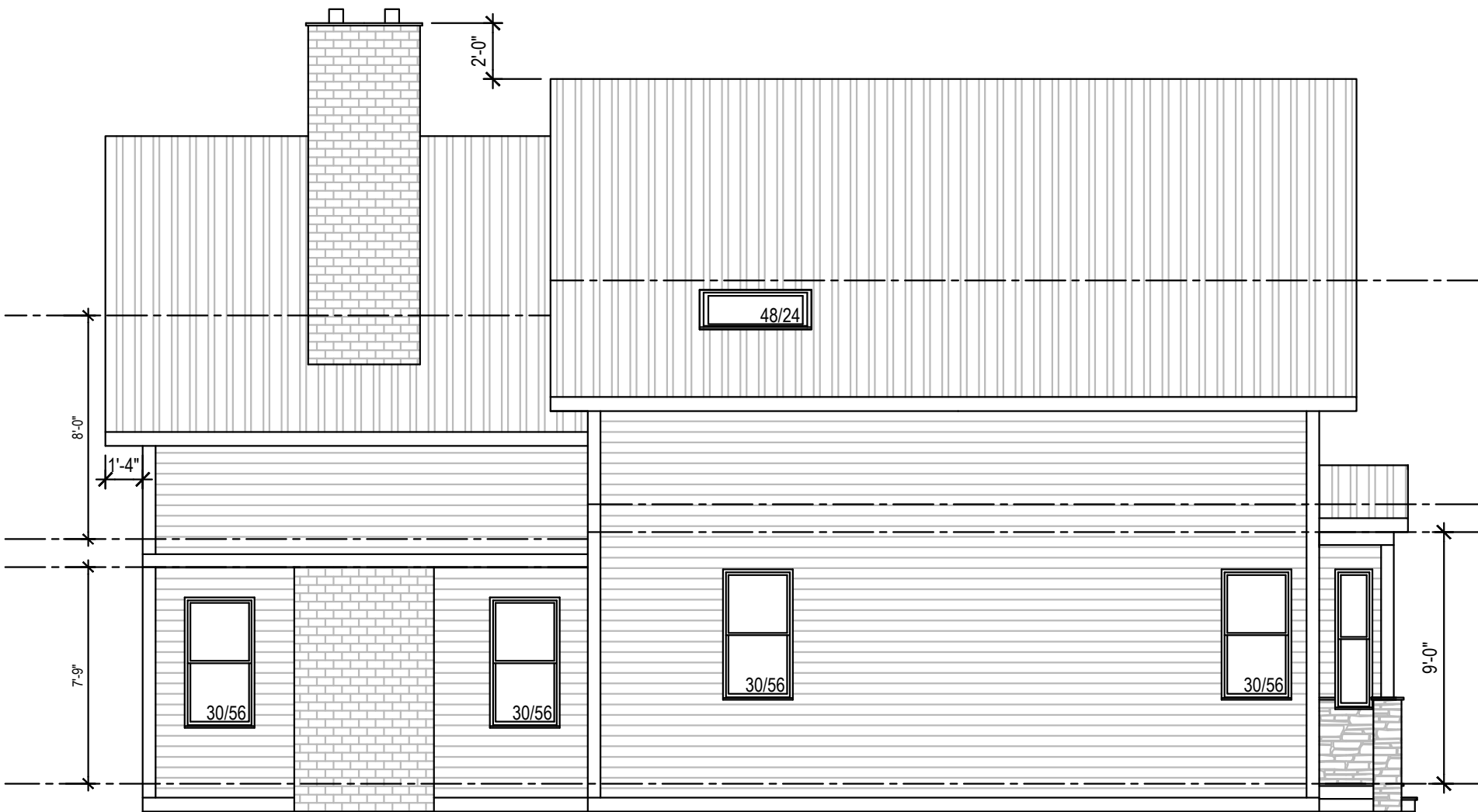












## Town of Kensington Bills List Jan 2019

Amalgamated Dairies Limited	4919004021	\$10.34
Amalgamated Dairies Limited	4919011020	\$56.21
Amalgamated Dairies Limited	4919025022	\$26.44
Amalgamated Dairies Limited	4919018023	\$31.31
ADL Foods	2372866	\$354.52
ADL Foods	2372644	\$457.34
ADL Foods	2372153	\$872.07
ADL Foods	2370911	\$512.98
ADL Foods	2371622	\$348.83
Aliant	6660359	\$30.48
Aliant	6657527	\$237.21
Andrew Griffin	USE OF FORCE JAN 19	\$30.00
Andrew Griffin	CISPEI MEETING JAN19	\$47.00
Andrew Griffin	JAN 2019 RRSP	\$812.24
Bell Mobility	2-1010848	\$575.55
Bell Mobility	2-383763	\$201.25
Bev Semple	NOV & JAN CROSSWALK	\$200.00
Brenda MacIsaac	JAN 2019 RRSP	\$429.56
Broadway 45 Catering	221	\$587.65
Caitlyn Pocock	NOV & JAN CROSSWALK	\$170.00
CAMA	2019-2020 MEMBERSHIP	\$644.00
Canadian Tire	33	\$197.17
Capital "T" Electric	636	\$558.88
CE Plumbing and Heating	455	\$602.53
Central Coastal Tourism Partnership Inc.	2019 MEMBERSHIP	\$143.75
Combat Computer Inc	47817	\$129.38
Combat Computer Inc	49079	\$301.88
Combat Computer Inc	49081	\$362.24
Commercial Construction	JAN 2019	\$10,603.00
Controls & Equipment	39201	\$307.05
Canadian Union of Public Employees	JAN 2019 UNION DUES	\$829.05
D.W Mechanical	1699	\$161.00

Davtech Analytical Services (Canada) Inc	SI-111000	\$90.26
Diversified Divers Inc	33058	\$549.70
DV8 Consulting	DV8-19-K01	\$273.13
Eastlink	07634049	\$135.59
Eastlink	JAN 2019	\$647.51
Eastlink	07561356	\$89.64
Eastlink	07349241	\$135.59
Eastlink	07402822	\$99.99
Eastlink	07460575	\$66.07
Federation of PEI Municipalities	2019 SEMI ANNUAL	\$517.50
Frito Lay Canada	43753308	\$117.98
Frito Lay Canada	43753108	\$164.92
Frontline Outfitters	40257	\$354.44
Geoff Baker	JAN 2019 MILEAGE	\$309.73
Irving Oil	823482	\$391.76
Irving Oil	630930	\$550.56
Irving Oil	32751773	\$242.24
Irving Oil	939794	\$291.34
Irving Oil	45482	\$520.31
Irving Oil	32757960	\$270.02
Irving Oil	25556	\$46.00
Irving Oil	718992	\$290.81
Irving Oil	820804	\$205.09
Irving Oil	747024	\$468.53
Irving Oil	855297	\$452.60
Irving Oil	823899	\$718.01
Irving Oil	503792	\$218.75
Irving Oil	324088	\$248.73
Irving Oil	645114	\$663.58
Irving Oil	424054	\$612.88
Irving Oil	456226	\$456.27
Irving Oil	438189	\$630.66
Irving Oil	447150	\$380.75
Irving Oil	32745308	\$156.85

Irving Oil	32739439	\$191.95
Irving Oil	JAN 8, 2019	\$10.01
Irving Oil	640511	\$364.30
Irving Oil	32718154	\$79.02
Irving Oil	451386	\$637.40
Irving Oil	129922	\$290.57
Irving Oil	221120	\$591.86
Irving Oil	221989	\$164.76
Island First Aid Service	10013	\$63.48
Island First Aid Service	8807	\$86.25
Island Petroleum	9507	\$373.74
Island Petroleum	9506	\$312.90
Island Petroleum	9504	\$414.47
Island Petroleum	9503	\$504.84
Island Petroleum	9505	\$325.86
Island Petroleum	9511	\$387.81
Island Petroleum	9510	\$166.95
Island Petroleum	9509	\$370.27
Island Petroleum	9508	\$366.73
Island Mobile Communciations	6634	\$934.95
Jack Spencer	NOV & JAN CROSSWALK	\$140.00
JJ's Towing and Recovery	0300	\$57.50
Kays Wholesale	Z02561	\$476.51
Kays Wholesale	329454	\$42.60
Kays Wholesale	Z02527	\$295.90
Kent Building Supplies	1122715	\$88.39
Kent Building Supplies	1124602	\$24.21
Kent Building Supplies	2618843	\$55.02
Kent Building Supplies	1125774	\$220.67
Kent Building Supplies	1121963	\$20.26
Ketchum Manufacturing Inc	411894	\$86.77
Kim Mullett	JAN 10, 19 TRAINING	\$61.96
Kensington Metal Products Inc	45235	\$65.84
Kensington Metal Products Inc	45451	\$26.34

K'Town Auto Parts	15837/5	\$56.24
K'Town Auto Parts	15876/5	\$11.79
K'Town Auto Parts	15877/5	\$39.64
K'Town Auto Parts	15604/5	\$31.94
Kensington & Area Chamber of Commerce	74696	\$138.00
Langille Sharpening Service Inc	62137	\$172.50
Lewis Sutherland	JAN 2019 RRSP	\$942.30
Lewis Sutherland	JAN 2019	\$133.95
MacInnis Express (1983) Ltd	197573	\$188.73
MacKay's Automotive Ltd	72299	\$2,395.24
Maritime Electric	TOWN HALL JAN 19	\$1,668.27
Maritime Electric	RADAR SIGNS JAN 19	\$105.13
Maritime Electric	CAR CHARGER JAN 19	\$32.32
Maritime Electric	TRAIN STN JAN 19	\$635.43
Maritime Electric	LIBRARY JAN 19	\$283.89
Maritime Electric	SENIOR CO-OP JAN 19	\$59.14
Maritime Electric	CUC SIGN JAN 19	\$110.55
Maritime Electric	CUC RINK JAN 19	\$8,085.39
Maritime Electric	CUC BALLFIELD JAN 19	\$28.26
Maritime Electric	PW SHOP JAN 19	\$316.40
Maritime Electric	20 STEWART ST JAN 19	\$59.47
Maritime Electric	ART CO-OP JAN 19	\$318.63
Maritime Electric	EVK POOL JAN 19	\$72.96
Maritime Electric	FIRE HALL JAN 19	\$418.61
Maritime Electric	STREET LIGHTS JAN 19	\$2,912.82
Mary's Bake Shoppe	MARY'S BAKE SHOPPE	\$19.25
Malpeque Bay Credit Union	JAN 2019 RRSP	\$2,482.90
Medacom Atlantic Inc	010459	\$251.16
Mid Isle Electric	7669	\$336.26
Minister of Finance	305888	\$952.55
Minister of Finance	306050	\$25.00
Minister of Finance	306615	\$13,800.00
Minister of Finance	306467	\$952.55
MJS Marketing & Promotions	2657052	\$207.00

MJS Marketing & Promotions	2657059	\$51.75
Murphy's Kensington	885306	\$16.02
Orkin Canada	9051253	\$28.75
Orkin Canada	9044812	\$67.28
P&G Fire & Safety Inc	6771	\$239.83
Paula Pickering	REFUND GYM MEMBERSHIP	\$257.50
PEI Firefighters Association	DUES 2019-12	\$1,105.00
Pepsico	69858556	\$1,135.84
Petrina Mellish	JAN 10, 19 50/50	\$1,560.00
Right on Board Locksmith	5850	\$394.45
Rogers Electrical Wholesale Ltd	254844	\$476.47
Rowan Caseley	JAN 2019 MILEAGE	\$159.80
Mikes Independent	03 6226	\$34.14
Mikes Independent	01 4359	\$69.31
Mikes Independent	01 7066	\$9.98
Mikes Independent	03 3086	\$39.83
Mikes Independent	03 3361	\$67.97
Mikes Independent	01 2940	\$10.78
Scotia Securities	JAN 2019 RRSP	\$615.32
Scotiabank Visa	SUBWAY JAN 31, 19	\$118.53
Sherry's Heating Service	2499	\$753.83
Sherry's Heating Service	2498	\$170.78
Spartan Fitness	304366	\$287.50
Spring Valley Building Centre Ltd	200320	\$83.49
Spring Valley Building Centre Ltd	200472	\$83.49
Spring Valley Building Centre Ltd	200639	\$83.49
Spring Valley Building Centre Ltd	200807	\$41.75
Standard Auto Glass	8821-428981	\$80.50
Suncor Energy Products Partnership	JAN 10, 2019	\$743.82
Superior Sanitation	665665	\$80.50
Superior Sanitation	665666	\$184.00
Superior Sanitation	665667	\$230.00
Superior Sanitation	665668	\$207.00
T & K Fire Safety Equipment Ltd	243385	\$718.75



T & K Fire Safety Equipment Ltd	243384	\$807.30
Telus	JAN 2019	\$718.20
Traci Campbell	JAN AEROBIC CLASSES	\$338.00
Vail's Fabric Services Ltd	320893	\$104.42
Vicki Sutherland	JAN 28, 2019	\$65.00
Water & Pollution Control Corporation	JAN 2019	\$233.31
Yellow Pages Group	19-6849228	\$22.08
Subtotal		<u>\$91,238.82</u>

Jan Payroll		\$131,294.60
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#### Capital Purchases

Bill Hogan	JAN 29, 2019	\$665.00
Combat Computer Inc	47815	\$3,528.42
DV8 Consulting	DV8-19-K02	\$3,762.14
Subtotal Capital		<u>\$7,955.56</u>

<b>Total Jan Bills</b>		<u><b>\$230,488.98</b></u>
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### Income Statement Comparison of Actual to Budget for Jan 2019

	Current Month			Year to Date				
GENERAL REVENUE	Actual	Budget	Variance	Actual	YTD Budget	Variance	Annual Budget	% Full Year
General Revenues	\$92,960.88	\$89,323.00	\$3,637.88	\$1,197,891.90	\$1,144,936.00	\$52,955.90	\$1,316,202.00	91%
Police Service	\$3,209.60	\$4,000.00	-\$790.40	\$30,759.65	\$52,000.00	-\$21,240.35	\$60,000.00	51%
Town Hall Rent	\$7,762.15	\$7,842.00	-\$79.85	\$106,279.74	\$101,946.00	\$4,333.74	\$117,630.00	90%
Recreation	\$0.00	\$0.00	\$0.00	\$3,885.00	\$2,250.00	\$1,635.00	\$2,250.00	173%
Sales of Service	\$30,492.40	\$36,000.00	-\$5,507.60	\$458,965.80	\$474,900.00	-\$15,934.20	\$548,900.00	84%
Subtotal Revenue	\$134,425.03	\$137,165.00	-\$2,739.97	\$1,797,782.09	\$1,776,032.00	\$21,750.09	\$2,044,982.00	88%
GENERAL EXPENSES								
Town Hall	\$16,486.13	\$12,585.00	\$3,901.13	\$183,989.18	\$158,402.00	\$25,587.18	\$181,802.00	101%
General Town	\$35,038.15	\$43,191.00	-\$8,152.85	\$520,561.46	\$519,891.00	\$670.46	\$642,995.00	81%
Police Department	\$62,596.49	\$42,945.00	\$19,651.49	\$558,854.89	\$487,162.00	\$71,692.89	\$553,994.00	101%
Public Works	\$27,135.35	\$19,712.00	\$7,423.35	\$189,005.62	\$218,119.00	-\$29,113.38	\$246,897.00	77%
Train Station	\$2,263.62	\$2,535.00	-\$271.38	\$35,019.03	\$30,330.00	\$4,689.03	\$35,700.00	98%
Recreation & Park	\$1,116.87	\$1,025.00	\$91.87	\$75,989.02	\$73,775.00	\$2,214.02	\$81,825.00	93%
Sales of Service	\$20,931.20	\$19,424.00	\$1,507.20	\$217,468.48	\$206,117.00	\$11,351.48	\$233,563.00	93%
Subtotal Expenses	\$165,567.81	\$141,417.00	\$24,150.81	\$1,780,887.68	\$1,693,796.00	\$87,091.68	\$1,976,776.00	92%
Net Income (Deficit)	-\$31,142.78	-\$4,252.00	-\$26,890.78	\$16,894.41	\$82,236.00	-\$65,341.59		
Credit Union Centre								
Credit Union Centre Revenue	\$38,544.13	\$36,100.00	\$2,444.13	\$423,881.21	\$428,000.00	-\$4,118.79	\$510,700.00	83%
Credit Union Centre Expenses	\$43,557.59	\$37,263.00	\$6,294.59	\$398,074.99	\$408,916.00	-\$10,841.01	\$479,186.00	83%
Net Income (Deficit)	-\$5,013.46	-\$1,163.00	-\$3,850.46	\$25,806.22	\$19,084.00	\$6,722.22		
Fire Department								
Fire Revenues	\$20,770.33	\$20,613.00	\$157.33	\$270,014.34	\$267,969.00	\$2,045.34	\$309,195.00	87%
Fire Department Expenses	\$21,972.51	\$20,629.00	\$1,343.51	\$261,315.80	\$267,985.00	-\$6,669.20	\$309,195.00	85%
Net Income (Deficit)	-\$1,202.18	-\$16.00	-\$1,186.18	\$8,698.54	-\$16.00	\$8,714.54		
Consolidated Net Income (Deficit)	-\$37,358.42	-\$5,431.00	-\$31,927.42	\$51,399.17	\$101,304.00	-\$49,904.83		
							\$99,720.00	
Water and Pollution Control Corporation								
Water & Sewer Revenue	\$49,460.12	\$47,835.00	\$1,625.12	\$627,998.76	\$620,979.00	\$7,019.76	\$716,503.00	88%
Water & Sewer Expenses	\$57,265.85	\$46,440.00	\$10,825.85	\$642,255.97	\$619,657.00	\$22,598.97	\$712,537.00	90%
Water & Sewer Net Income (Deficit)	-\$7,805.73	\$1,395.00	-\$9,200.73	-\$14,257.21	\$1,322.00	-\$15,579.21		
							\$3,966.00	

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**TOWN OF KENSINGTON – MEMORANDUM**

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**TO:** MAYOR AND TOWN COUNCIL, CAO  
**FROM:** ROBERT WOOD, CUC MANAGER  
**SUBJECT:** JANUARY 2019 CREDIT UNION CENTRE REPORT  
**DATE:**  
**ATTACHMENT:** STATISTICAL REPORT

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**January 2019**

**Fitplex**

Programming: Aerobics Programming

Tuesday	6.30pm	Hi Lo	Traci Campbell
Thursday	6.30pm	Boxer Fit	Traci Campbell
Saturday	8.30am	Multi Fit	Traci Campbell

Mondays and Wednesdays    Kensington Wild off Ice training    6.00-7.00pm

Hours

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

- Emergency exit door with crash bar delivery date approx. March 15, 2019

**Arena**

- Two and half storm days in January that the arena was not opened.
- Kensington Wild played 4 home games in January
- Kensington Vipers played 3 home games in January
- Kensington\Bedford Peewee exchange was held in January to good crowds.

- Dave Martin Midget A tournament held in January and had 8 teams entered.
- Saunders Equipment replaced vertical auger in Zamboni in January (under warranty).
- Black and MacDonald inspected the ice plant and hot water reclamation system and will quote on any maintenance items required in the off season.
- Health and Food safety inspected canteen with no issues identified.
- P and G Fire and Safety serviced and inspected fire extinguishers and canteen hood system.

### **Kensington Cash**

January, 2019	\$200.00
	\$220.00
	\$220.00
	<u>\$220.00</u>
	<u>Total \$860.00</u>

### **Ball Fields**

- Minor Ball Pitching cage will be discussed at the next ball meeting and will inform Credit Union Centre manager on their plans for rebuilding or removal.

### **Senior Center**

Current activities at the senior center on a weekly basis:

- Exercise classes
- Story Board
- Leather working
- Meetings
- Painting
- Touch therapy

### **Upcoming Events**

- ADL Ice competition Feb 2019

- Over 55 Games Feb 2019
- Minor Hockey Provincials Tournament March 2019
- Novice A Tournament Booked for April 2019
- Atom A Tournament Booked for April, 2019
- Kensington Vipers Jr b Team will be hosting the Don Johnson Memorial Cup  
Atlantics in April 23-28, 2019.
- Canada Day
- Harvest Festival

# Town of Kensington Credit Union Centre Monthly Statistical Data 2019

[illegible]

# 2018

[illegible]



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

**March 11, 2019**

**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 (except July and August and December) at 6:30 pm and Town Council meetings are held on the 2<sup>nd</sup> Monday of each month at 7:00 pm. 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.

**Community Care Valentine's Tea** – Thank You to Deputy Mayor Coreen Pickering for representing myself and Town Council at the Annual Valentine Tea at the Kensington Community Care. The residents look forward to this each year and it is well organized by Carol Evans.

**Visitation and Funeral of Jennie McCarville** – Jennie was the wife of Gerry McCarville who served as Mayor of Kensington for over 25 years. Thank you to all the Councillors and Staff who joined with me for the visitation at the Davison Funeral Home or the funeral at the Kensington United Church. I know the family were touched by everyone taking the time to support the family during their bereavement.

**Baden Powell Banquet** – Annually the local Scouting movement hold a banquet to recognize the founder of the scouting movement – Robert Baden-Powell. Many invited guest brought greeting and I brought greeting from the Town. The guest speaker for the evening was our own Constable Tessa MacKinnon who spoke on issues the children should be aware of when on social media, internet, etc.

**Kensington and Area Chamber of Commerce AGM** – Thank you to those Councillors and Staff who joined me at the Annual General Meeting of the Chamber of Commerce. I brought greeting on behalf of Council, Staff, Residents and Businesses in Kensington. I also had the opportunity to swear in the new President of the Chamber- Christine Cousins for a two year term.

**ADL Star Skate** – Once again the Credit Union Centre was the host location for the annual ADL Star



skate Figure Skating Competition. We had skaters from all over the Island and many awards were handed out. I brought greeting on behalf of Council, Staff and residents and encouraged them to get out and support our businesses.

**International under 17 Hockey Challenge** – I attended the announcement by the Cities of Charlottetown and Summerside when they announced they would be the hosts for the International under 17 Hockey Challenge coming to the Island from Oct 31 to Nov 7, 2020. This event has support of the Provincial and Federal Government as well. The Organizers indicated they hoped to have some exhibition games played in some of the various rinks on PEI. I left a copy of the announcement with Robert Wood, Manager of Credit Union Centre so he can follow up with his contacts to see if we can take advantage of this event. There will be 3 teams from Canada and 5 teams from other countries. This event is held annually in Canada and this is the first time for Prince Edward Island. It should be a great opportunity for Islanders to showcase the Island and also an opportunity to extend the tourist season that fall. The financial impact to the province for this event is expected to be over \$6 million.

**Kensington Music Night at the Gazebo** – I have been in contact with Ken Fornetran and he has agreed to organize the Kensington Music Night at the Gazebo again this year. This event takes place on Wednesday nights from 6:00 – 8:00 pm during the months of July and August. This will be the third year for the event and it has been growing in popularity as more people become aware. Entertainers are local Island talent. Our goal is to expand this event to run more than one night a week but to do so we need support from the rest of the community. The Town of Kensington provides the essential equipment and also provides \$200 per week towards the cost of entertainers, advertising, etc. To become more successful we need to be able to offer more money to performers. Mr. Fornetran and I are handing out letters to some local businesses asking if they would like to assist with financial support. I have received positive response from some already who will decide what level of support they are prepared to offer. I have also provided a copy of the letter to the Kensington and Area Chamber of Commerce to forward to their membership for two reasons – namely to see if anyone else might be interested in supporting the event financially and also to communicate to the business community of the events in July and August. This event will help the Heart of the Island Initiative (STEP) achieve some of their objectives to provide more things for tourists to do and encourage people to visit the town and hopefully also support our local businesses. A copy of the letter sent is attached to my report.

Rowan Caseley  
Mayor – Town of Kensington





Dear

**Subject: Kensington Music Night at the Gazebo**

The Town of Kensington has been hosting “Kensington Music Night at the Gazebo” for the past two summers. It is continuing to grow and has been beneficial to the town and its businesses by having tourists and locals visit and stay in the community for a few hours of local entertainment.

This Music Night is held every Wednesday evening from 6:00 pm to 8:00 pm at the Gazebo during the months of July and August and admission is free. We are thankful that Mr. Ken Fornetran, a local musician and musical instrument repair business operator has been volunteering his time to organize the event.

As the primary supporting sponsor, the Town of Kensington provides the location, basic sound equipment and \$200.00 per week to offset the cost of providing the entertainment. We are currently seeking ways to help take this event to a higher level by offering additional compensation to entertainers and increasing our marketing and promotional efforts.

As a Kensington area business, would you be interested in helping to support this initiative by becoming a financial contributor to “Kensington Music Night at the Gazebo”?

All contributors will have their support acknowledged on the town’s website, social media and on an appropriate display at the Gazebo throughout the summer. We have developed the following seasonal sponsorship categories for your consideration:

- Gold Sponsor - \$500 and up
- Silver Sponsor – \$250 to \$499
- Bronze Sponsor – \$100 to \$249
- Friend of Music Night at the Gazebo - \$50 to \$99

We are requesting your consideration of a financial contribution to help make the Music Night an even larger success. If you would like to make a contribution or if you require further information on this initiative please do not hesitate to contact either of the undersigned.

Ken Fornetran  
Organizer 902-853-7711

Rowan Caseley  
Mayor 902-432-4492

Summary  
Town of Kensington  
Budget 2019/20

	2019/20 Annual Budget	2018 Annual Budget	2018 Annual 31-Dec	2017 Actual Dec 31
<b>Revenue</b>				
General Government	\$ 1,125,834	\$ 1,055,613	\$ 1,104,931.02	\$ 1,121,835.77
Police	\$ 36,000	\$ 48,000	\$ 27,550.05	\$ 31,259.84
Rental Revenue	\$ 96,656	\$ 94,104	\$ 98,517.59	\$ 93,145.80
Recreation Revenue	\$ 3,750	\$ 2,250	\$ 3,885.00	\$ 2,250.00
				\$ -
Sale of Services	\$ 444,000	\$ 438,900	\$ 428,473.40	\$ 438,254.00
				\$ -
<b>Total Town Revenue</b>	<b>\$ 1,706,240</b>	<b>\$ 1,638,867</b>	<b>\$ 1,663,357.06</b>	<b>\$ 1,686,745.41</b>
Fire Revenue	\$ 249,264	\$ 247,356	\$ 249,244.01	\$ 248,034.00
Community Gardens	\$ 397,700	\$ 391,900	\$ 385,337.08	\$ 389,552.78
<b>Total Revenue all Sources</b>	<b>\$ 2,353,204</b>	<b>\$ 2,278,123</b>	<b>\$ 2,297,938.15</b>	<b>\$ 2,324,332.19</b>
<b>Expenses</b>				\$ -
Town Hall	\$ 162,934	\$ 145,817	\$ 167,503.05	\$ 144,476.23
General Government	\$ 579,955	\$ 476,700	\$ 485,523.31	\$ 375,978.10
Police	\$ 458,961	\$ 444,217	\$ 496,258.40	\$ 448,001.65
Public Works	\$ 205,465	\$ 198,407	\$ 161,870.27	\$ 263,526.47
Train Station	\$ 31,940	\$ 27,795	\$ 32,755.41	\$ 27,243.33
Recreation	\$ 75,785	\$ 72,750	\$ 74,872.15	\$ 69,754.36
Sale of Services	\$ 190,071	\$ 186,693	\$ 196,537.28	\$ 198,256.46
<b>Total Town Expenses</b>	<b>\$ 1,705,111</b>	<b>\$ 1,552,379</b>	<b>\$ 1,615,319.87</b>	<b>\$ 1,527,236.60</b>
<b>Total Fire Expenses</b>	<b>\$ 249,264</b>	<b>\$ 247,356</b>	<b>\$ 239,343.29</b>	<b>\$ 212,712.07</b>
<b>Total CGC Expenses</b>	<b>\$ 397,408</b>	<b>\$ 371,653</b>	<b>\$ 354,517.40</b>	<b>\$ 370,210.51</b>
<b>Total Expenses All Sources</b>	<b>\$ 2,351,783</b>	<b>\$ 2,171,388</b>	<b>\$ 2,209,180.56</b>	<b>\$ 2,110,159.18</b>
				\$ -
<b>Variance Water &amp; Sewer</b>	<b>\$ (1,601.00)</b>	<b>\$ -</b>	<b>\$ 22,901.64</b>	<b>\$ (15,812.91)</b>
<b>Variance Town</b>	<b>\$ 1,129.00</b>	<b>\$ 86,488.00</b>	<b>\$ 48,037.19</b>	<b>\$ 159,508.81</b>
<b>Variance Fire Department</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,900.72</b>	<b>\$ 35,321.93</b>
<b>Variance CGC</b>	<b>\$ 292.00</b>	<b>\$ 20,247.00</b>	<b>\$ 30,819.68</b>	<b>\$ 19,342.27</b>
<b>Variance</b>	<b>-180</b>	<b>\$ 106,735</b>	<b>\$ 111,659.23</b>	<b>\$ 198,360.10</b>

<b>Income</b>		2018	2019
Fire Department	\$ 249,264	\$ 247,356	8.73%
Equilization Revenue	253,380	224,142	7.91%
Property Tax revenue	813,264	772,281	27.26%
Rental Revenue	\$ 96,656	\$ 94,104	3.32%
Sale of Services Revenue	\$ 444,000	\$ 438,900	15.49%
Community Gardens	\$ 397,700	\$ 391,900	13.83%
Water and Pollution	\$ 593,079	\$ 573,217	20.23%
Other Revenue	98,940	91,440	3.23%
Total	\$ 2,946,283	\$ 2,833,340	
<b>Expenses</b>			
Depreciation	\$ 375,108	\$ 375,108	13.67%
Property Taxes	\$ 21,015	\$ 16,715	0.61%
Energy	\$ 194,230	\$ 172,906	6.30%
Wages and Benefits	\$ 1,151,201	\$ 1,114,505	40.61%
Communication (Phones, etc)	\$ 58,920	\$ 56,940	2.07%
Long Tern Debt Interest	\$ 99,444	\$ 91,008	3.32%
Professional Fees	\$ 115,500	\$ 67,500	2.46%
Honouriums	\$ 58,850	\$ 48,650	1.77%
Insurance	\$ 60,928	\$ 60,928	2.22%
Repairs, Maint, other	\$ 811,267	\$ 740,345	26.97%
Total	\$ 2,946,463	\$ 2,744,605	

Town of Kensington  
Town Hall  
Budget 2019/20

	2019/20 Annual Budget	2018 Annual Budget	2018 Actual Dec 31	2017 Actual Dec 31
Expenses				
Depreciation	\$ 49,020	49,020	49,020	48,622.18
		-	-	-
Property Taxes	\$ 10,125	10,125	10,167.51	10,116.50
Electricity	\$ 17,600	17,000	17,226.46	15,672.50
Heating Oil	\$ 19,150	12,100	18,509.59	12,910.78
Wages - Custodian	\$ 33,919	32,468	33,090.28	31,841.72
Repair and Main. - Equip (delete)	\$ -	-	-	-
Repair and Main. - Building	\$ 21,600	14,400	26,846.64	13,569.02
Janitor Supplies - Town Hall	\$ 3,000	3,000	4,083.20	3,799.39
Town Hall Consolidation Loan Interest	\$ 8,220	7,440	8,242.54	7,668.31
Generator Interest Loan #5	\$ 300	264	316.83	275.83
		-	-	-
		-		-
Expenses	\$ 162,934	\$ 145,817	167,503.05	144,476.23

**Town of Kensington**  
**Fire Department**  
**Budget 2019/20**

	2019/20 Annual Budget	2018 Annual Budget	2018 Actual Dec 31	2017 Actual Dec 31
<b>Revenue</b>				
Fire District Malpeque	\$ 130,344	130,344	130,344.00	131,019.00
Fire District 1910	\$ 77,040	75,132	77,020.01	75,135.00
Fire District Kensington	\$ 41,880	41,880	41,880.00	41,880.00
Donations Fire	\$ -	-	-	-
		-		-
<b>Revenue</b>	<b>\$ 249,264</b>	<b>\$ 247,356</b>	<b>249,244.01</b>	<b>248,034.00</b>
		-		-
Depreciation	\$ 75,300	\$ 75,300	\$ 75,300.00	72,730.95
Reserve Fund	\$ -	\$ 25,371	\$ 25,371.00	-
Water & Sewer	\$ 1,644	\$ 1,595	\$ 1,642.91	1,716.43
Property Taxes	\$ 2,100	\$ 500	\$ 2,235.75	2,230.25
Electricity	\$ 4,920	\$ 4,920	\$ 4,604.01	4,838.95
Heating Oil	\$ 12,200	\$ 9,050	\$ 10,547.48	9,493.75
Telephone	\$ 3,360	\$ 3,000	\$ 3,374.13	2,905.08
Cellular	\$ 2,100	\$ 1,800	\$ 2,089.69	1,738.27
Advertising	\$ 1,000	\$ 750	\$ 933.90	931.94
Honorariums	\$ 32,000	\$ 22,200	\$ 20,800.00	22,200.00
Fire Equipment, Uniforms & Supplies	\$ 25,610	\$ 12,000	\$ 18,940.40	11,597.57
Repair and Main. - Equip	\$ 3,600	\$ 3,600	\$ 396.00	1,358.09
Repair and Main. - Vehicle	\$ 12,000	\$ 12,000	\$ 5,640.95	15,547.98
Repair and Main. - Building	\$ 4,800	\$ 4,800	\$ 4,475.98	4,150.87
Vehicle - Gas & Oil	\$ 3,600	\$ 3,600	\$ 3,674.11	2,994.24
Snow and Ice Control	\$ 3,250	\$ 3,250	\$ 2,024.00	1,501.50
Conventions and Meetings/Proff Dev	\$ 4,800	\$ 7,600	\$ 1,242.75	1,557.60
Insurance	\$ 1,600	\$ 1,600	\$ 1,470.00	1,470.00
Answering Service - Fire	\$ 2,880	\$ 3,000	\$ 2,642.64	2,884.70
2010 Truck Loan # 21	\$ 4,800	\$ 4,200	\$ 4,519.62	4,088.37
Fire Hall Loan Int. Loan #10	\$ 5,700	\$ 5,220	\$ 5,417.97	4,775.53
Share of General Government	\$ -	\$ -	\$ -	-
Administration and Operating Costs	\$ 42,000	\$ 42,000	\$ 42,000.00	42,000.00
		\$ -		-
		\$ -		-
<b>Expenditures</b>	<b>\$ 249,264</b>	<b>\$ 247,356</b>	<b>\$ 239,343.29</b>	<b>212,712.07</b>

Town of Kensington  
General Government  
Budget 2019/20

	2019/20 Annual Budget	2018 Annual Budget	2018 Actual Dec 31	2017 Actual Dec 31
<b>Revenue</b>				
Animal Control	240	\$ 240	\$ 232.00	\$ 304
Building Permits	3,250	\$ 3,250	\$ 1,900.00	\$ 4,800
Donations	2,500	\$ 2,500	\$ 4,600.00	\$ 2,610
Canada Day	1,500	\$ 1,500	\$ 1,000.00	\$ 1,537
Employment Grant	24,000	\$ 24,000	\$ 23,472.63	\$ 24,596
Equalization Grants	253,380	\$ 224,142	\$ 222,775.47	\$ 463,962
Community Support Grant	-	\$ -	\$ -	\$ -
Police Training Grant	3,700	\$ 3,700	\$ 3,682.36	\$ 3,682
Miscellaneous Revenue	6,000	\$ 6,000	\$ 61,788.19	\$ 27,351
GST/PST Refund	18,000	\$ 18,000	\$ 3,333.63	\$ 18,049
Property Taxes	813,264	\$ 772,281	\$ 788,814.00	\$ 574,509
Gain or Loss on Disposal of Assets	-	\$ -	\$ -	\$ 435
Kensington 2014 Revenue	-	\$ -	\$ -	\$ -
<b>Subtotal General Revenue</b>	<b>\$ 1,125,834</b>	<b>\$ 1,055,613</b>	<b>\$ 1,104,931.02</b>	<b>\$ 1,121,836</b>
		\$ -		\$ -
		\$ -		\$ -
Police Dept Revenue	36,000	\$ 48,000	\$ 27,550.05	\$ 31,260
		\$ -		\$ -
<b>Subtotal Police Services Revenue</b>	<b>\$ 36,000</b>	<b>\$ 48,000</b>	<b>\$ 27,550.05</b>	<b>\$ 31,260</b>
		\$ -		\$ -
Dr. MacKean	-	\$ -	\$ -	\$ -
Dr. McNearney	-	\$ -	\$ -	\$ -
Kensington Family Medical Centre	48,300	\$ 48,300	\$ 48,300.00	\$ 48,300
Miscellaneous Rent	2,400	\$ 7,272	\$ 10,281.08	\$ 7,381
Kiddie Town Daycare	5,160	\$ 5,160	\$ 5,085.48	\$ 5,085
Public Health Nurse	-	\$ -	\$ -	\$ -
Chamber of Commerce	1,452	\$ 1,452	\$ 1,452.96	\$ 1,453
Go Fish	2,900	\$ -	\$ 2,471.79	\$ -
Indian River Festival	1,080	\$ 1,080	\$ 1,089.72	\$ 1,090
Train Station	26,400	\$ 21,876	\$ 20,861.76	\$ 20,862
Kensington Physiotherapy	8,964	\$ 8,964	\$ 8,974.80	\$ 8,975
Fun Times Kindergarden	-	\$ -	\$ -	\$ -
		\$ -		\$ -
<b>Subtotal Rental Revenue</b>	<b>\$ 96,656</b>	<b>\$ 94,104</b>	<b>\$ 98,517.59</b>	<b>\$ 93,146</b>
		\$ -		\$ -
		\$ -		\$ -
		\$ -		\$ -
Recreation & Aqua Program	3,750	\$ 2,250	\$ 3,885.00	\$ 2,250
Support for Recreation Director	-	\$ -	\$ -	\$ -
<b>Subtotal Recreation Revenue</b>	<b>\$ 3,750</b>	<b>\$ 2,250</b>	<b>\$ 3,885.00</b>	<b>\$ 2,250</b>
		\$ -		\$ -
		\$ -		\$ -
CIS Secondment	-	\$ -	\$ -	\$ -
Police Chief Services	-	\$ -	\$ -	\$ -
Contract Revenue	420,000	\$ 420,000	\$ 405,143.40	\$ 416,759
Record Checks	24,000	\$ 18,900	\$ 23,330.00	\$ 21,495
<b>Subtotal Sales of Services</b>	<b>\$ 444,000</b>	<b>\$ 438,900</b>	<b>\$ 428,473.40</b>	<b>\$ 438,254</b>
		\$ -		\$ -
<b>Total Revenue</b>	<b>\$ 1,706,240</b>	<b>\$ 1,638,867</b>	<b>\$ 1,663,357.06</b>	<b>\$ 1,686,745</b>
		\$ -		\$ -
Depreciation	-	\$ -	\$ -	\$ -
Deficit Recovery	-	\$ -	\$ -	\$ -
Reserve Fund	96,000	\$ 60,000	\$ 60,000.00	\$ -
Property Taxes(Gorman & Walker)	300	\$ 300	\$ 302.25	\$ 287
Telephone	3,360	\$ 3,000	\$ 3,340.57	\$ 3,110
Cellular	4,320	\$ 4,320	\$ 4,279.50	\$ 4,257
Office Expenses	12,000	\$ 12,000	\$ 14,054.23	\$ 12,250
IT Services	3,600	\$ 3,600	\$ 3,754.65	\$ 5,055
Advertising	8,400	\$ 8,400	\$ 7,829.23	\$ 7,114
Wages - Administration	251,437	\$ 235,852	\$ 221,677.85	\$ 221,550
Workers Compensation	7,020	\$ 7,020	\$ 7,146.33	\$ 7,300
Honorariums	22,650	\$ 22,250	\$ 22,194.30	\$ 21,825
20 Stewart Street Bldg R&M	-	\$ 3,600	\$ 3,666.27	\$ 3,209
Vehicle - Gas & Oil (Delete)	-	\$ -	\$ -	\$ -
Conventions and Meetings	3,600	\$ 3,600	\$ 1,725.07	\$ 2,433

Town of Kensington  
General Government  
Budget 2019/20

	2019/20 Annual Budget	2018 Annual Budget	2018 Actual Dec 31	2017 Actual Dec 31
Revenue				
Town Functions (Delete see Special Events)	-	\$ -	\$ -	\$ -
Dues & Memberships	6,850	\$ 5,750	\$ 6,504.90	\$ 5,540
Travel and Mileage	5,400	\$ 5,400	\$ 4,238.12	\$ 5,049
Proff Development	2,400	\$ 1,040	\$ 2,530.45	\$ 3,828
Donations and Grants	13,500	\$ 10,500	\$ 12,652.75	\$ 11,216
Miscellaneous	5,600	\$ 5,600	\$ 6,557.59	\$ 9,154
Insurance - Other	52,000	\$ 52,000	\$ 58,414.00	\$ 50,279
Professional Fees - Accountant	13,000	\$ 13,000	\$ 9,350.00	\$ 11,770
Professional Fees - Other	96,000	\$ 48,000	\$ 57,343.82	\$ 15,243
Fire Share of General Government	- 42,000	-\$ 42,000	-\$ 42,000.00	-\$ 42,000
Animal Control	120	\$ 120	\$ 70.39	\$ 106
Photocopier	2,040	\$ 3,400	\$ 2,029.24	\$ 3,328
Web Page Expenses	1,450	\$ 1,450	\$ 250.25	\$ 2,768
ADP Payroll Expenses	3,900	\$ 3,120	\$ 2,821.80	\$ 2,724
Bank Charges	7,200	\$ 7,200	\$ 7,622.09	\$ 7,583
Development Expense	-	\$ 2,000	\$ -	\$ 462
Planning (combine with Prof Other)	-	\$ -	\$ -	\$ -
Promotional Materials	3,600	\$ 3,000	\$ -	\$ 3,099
LOC Loan Interest	9,720	\$ 9,000	\$ 9,341.58	\$ 8,692
Fire Protection Charge	55,944	\$ 55,944	\$ 55,944.00	\$ 55,944
W&S Share of General Government	- 151,200	-\$ 151,200	-\$ 151,200.00	-\$ 151,200
Fire Dues - Kensington	41,880	\$ 41,880	\$ 41,880.00	\$ 41,880
Francis St & School St Loan Int.	5,520	\$ 5,040	\$ 5,204.81	\$ 4,842
2013/2014 Capital Loan Interest	3,720	\$ 3,360	\$ 3,545.39	\$ 3,299
Gorman Property Loan Interest	-	\$ -	\$ -	\$ 125
2012 Street Upgrade Interest	3,000	\$ 2,760	\$ 2,859.07	\$ 2,660
Gas Tax Loan Interest	-	\$ -	\$ -	\$ 5,596
Loan # 15 Walker property Interest	-	\$ -	\$ -	\$ -
Loan on 12 School Street Interest	960	\$ 900	\$ 922.16	\$ 858
FunTimes Loan interest	-	\$ -	\$ -	\$ -
Storm sewer Linwood/Maple Lane Interest	864	\$ 744	\$ 838.33	\$ 780
Cogsdale Maintenance Fee	6,500	\$ 6,050	\$ 13,181.44	\$ 6,050
Fun Times Expense	-	\$ -	\$ -	\$ -
Library Expense	13,800	\$ 13,200	\$ 13,650.88	\$ 12,409
Vu Works	5,500	\$ 5,500	\$ 11,000.00	\$ 5,500
		\$ -	\$ -	\$ -
		\$ -		\$ -
Expenditures	\$ 579,955	\$ 476,700	\$ 485,523.31	\$ 375,978

Town of Kensington  
Police Department  
Budget 2019/20

	2019/20 Annual Budget	2018 Annual Budget	2018 Actual Dec 31	2017 Actual Dec 31
Expense				
Depreciation	\$ 25,692	\$ 25,692	\$ 25,692.00	\$ 15,104
Telephone	\$ 6,000	\$ 6,000	\$ 5,551.57	\$ 5,597
Cellular	\$ 1,500	\$ 1,500	\$ 1,296.42	\$ 1,560
Office Expenses	\$ 5,160	\$ 5,160	\$ 5,473.64	\$ 5,564
IT Services	\$ 3,840	\$ 3,840	\$ 2,130.78	\$ 3,683
Wages - Police Full Time	\$ 251,752	\$ 245,592	\$ 250,787.50	\$ 226,479
Wages - Part Time/Casual	\$ 108,159	\$ 105,505	\$ 147,902.09	\$ 133,837
Workers Compensation	\$ 7,020	\$ 7,020	\$ 7,146.32	\$ 7,300
Repair and Main. - Equip	\$ 5,300	\$ 5,300	\$ 7,052.93	\$ 5,323
Repair and Main. - Vehicle	\$ 11,100	\$ 7,200	\$ 9,916.05	\$ 8,664
Vehicle - Gas & Oil	\$ 14,400	\$ 12,000	\$ 15,759.41	\$ 15,016
Proff Development	\$ 4,800	\$ 4,800	\$ 11,112.31	\$ 3,849
Uniforms - Clothing & Supplies	\$ 5,620	\$ 5,620	\$ 5,473.86	\$ 16,835
Insurance - Life	\$ 1,428	\$ 1,428	\$ 1,417.68	\$ 1,333
Answering Service - police	\$ 26,400	\$ 26,400	\$ 19,800.00	\$ 19,800
Meals While on Duty	\$ 360	\$ 360	\$ 125.47	\$ 282
Vehicle - Rental	\$ 300	\$ 300	\$ 416.63	\$ 247
Court Costs & Witness Fees	\$ 1,200	\$ 1,200	\$ 548.83	\$ 425
Crime Prevention Initiatives	\$ 600	\$ 600	\$ 402.05	\$ 155
PROS	\$ 1,250	\$ 1,800	\$ 1,234.89	\$ -
2013 Ford Police Car Interest	\$ -	\$ -	\$ -	\$ -
2016 Dodge Charger Interest	\$ 1,080	\$ 900	\$ 1,017.97	\$ 947
Police Share of Sales of Service	\$ (24,000.00)	\$ (24,000.00)	\$ (24,000.00)	\$ (24,000.00)
		\$ -		\$ -
Expenditures	\$ 458,961	\$ 444,217	\$ 496,258.40	\$ 448,002

Town of Kensington  
Public Works  
Budget 2019/20

	2019/20 Annual Budget	2018 Annual Budget	2018 Actual Dec 31	2017 Actual Dec 31
Expense				
Depreciation	\$ 85,860	\$ 85,860	\$ 85,860.00	\$ 92,511.65
Property Taxes	\$ 465	\$ 465	\$ 469.50	\$ 462.00
Electricity	\$ 2,400	\$ 1,860	\$ 2,329.75	\$ 1,911.70
Heating Oil	\$ 4,050	\$ 3,550	\$ 3,932.80	\$ 3,499.03
Street Lights	\$ 34,800	\$ 37,200	\$ 34,642.68	\$ 36,418.36
Telephone (Disconnected)	\$ -	\$ -	\$ -	\$ -
Cellular	\$ 1,680	\$ 1,200	\$ 1,694.35	\$ 1,150.75
Wages	\$ 147,890	\$ 144,272	\$ 123,130.48	\$ 159,825.65
Repair and Main. - Equip	\$ 12,000	\$ 12,000	\$ 11,315.41	\$ 9,956.26
Repair and Main. - Vehicle	\$ 1,200	\$ 2,400	\$ 845.83	\$ 3,514.89
Repair and Main. - Building	\$ 2,400	\$ 2,400	\$ 2,678.93	\$ 1,906.46
Vehicle - Gas & Oil	\$ 4,800	\$ 4,800	\$ 4,216.06	\$ 4,629.10
Snow and Ice Control	\$ 16,500	\$ 12,000	\$ 15,720.94	\$ 52,705.74
Uniforms - Clothing & Supplies	\$ 900	\$ 900	\$ 634.85	\$ 666.98
Gas & Oil - Equipment Public Works	\$ 8,000	\$ 8,000	\$ 5,781.75	\$ 5,809.61
Small Tools & Shop Supplies	\$ 1,800	\$ 1,200	\$ 927.58	\$ 738.55
Miscellaneous	\$ 1,200	\$ 1,200	\$ 1,801.65	\$ 5,485.83
Garbage Disposal	\$ 2,100	\$ 2,100	\$ 2,112.00	\$ 2,004.90
Asphalt Patching/Sidewalk	\$ 22,500	\$ 22,500	\$ 8,079.31	\$ 25,986.61
Water and Sewer Share	\$ (148,800.00)	\$ (148,800.00)	\$ ( 148,800.00 )	\$ ( 148,800.00 )
Public Works Interest on Loans	\$ 3,720	\$ 3,300	\$ 4,496.40	\$ 3,142.40
Operating Lease Kubota	\$ -	\$ -	\$ -	\$ -
		\$ -		\$ -
Expenditures	\$ 205,465	\$ 198,407	\$ 161,870.27	\$ 263,526.47



Town of Kensington  
Train Station  
Budget 2019/20

	2019/20 Annual Budget	2018 Annual Budget	2018 Actual Dec 31	2017 Actual Dec 31
Expense				
Depreciation	\$ 2,880	\$ 2,880	\$ 2,880.00	\$ 3,061.73
Water & Sewer	\$ 1,800	\$ 1,440	\$ 1,736.11	\$ 1,515.87
Property Taxes	\$ 1,935	\$ 1,275	\$ 1,934.80	\$ 1,900.50
Electricity	\$ 8,200	\$ 8,760	\$ 8,033.60	\$ 8,535.56
Heating Oil	\$ 9,060	\$ 6,300	\$ 8,455.16	\$ 5,591.03
Freight Shed Electicity	\$ 3,325	\$ 2,520	\$ 3,201.01	\$ 2,696.12
Repair and Main. - Equip	\$ 300	\$ 300	\$ 3,270.65	\$ -
Repair and Main. - Building	\$ 3,600	\$ 3,600	\$ 2,503.49	\$ 3,253.55
Train Station Int Infrast Loan #23	\$ 840	\$ 720	\$ 740.59	\$ 688.97
	\$ -	\$ -	\$ -	\$ -
Expenditures	\$ 31,940	\$ 27,795	\$ 32,755.41	\$ 27,243.33

Draft

Town of Kensington  
Recreation & Parks  
Budget 2019/20

	2019/20 Annual Budget	2018 Annual Budget	2018 Actual Dec 31	2017 Actual Dec 31
Expense				
Depreciation	5,700	\$ 5,700	\$ 5,700.00	\$ 5,704.29
Property Taxes	3,390	\$ 1,350	\$ 3,382.90	\$ 3,293.84
Electricity	2,845	\$ 3,050	\$ 2,733.20	\$ 3,715.51
Wages - EVK Pool	16,200	\$ 17,000	\$ 15,308.82	\$ 13,849.03
Repair and Maint - Equip	1,000	\$ 1,000	\$ 807.72	\$ 1,300.55
Repair and Maint. - Building	2,450	\$ 2,450	\$ 6,494.24	\$ 1,612.63
Uniforms - Clothing & Supplies	500	\$ 500	\$ 319.16	\$ -
Special Events Expense	15,200	\$ 13,200	\$ 14,946.40	\$ 15,423.93
Chemicals	3,500	\$ 3,500	\$ 2,182.61	\$ 3,852.69
Canada Day Expenses	3,000	\$ 3,000	\$ 1,728.47	\$ 1,686.09
Community Gardens Grant	16,000	\$ 16,000	\$ 16,000.00	\$ 16,000.00
Park Improvements	6,000	\$ 6,000	\$ 5,268.63	\$ 3,315.80
Kensington 2014	-	\$ -	\$ -	\$ -
Water & Sewer	-	\$ -	\$ -	\$ -
Expenditures	\$ 75,785	\$ 72,750	\$ 74,872.15	\$ 69,754.36

Draft

Town of Kensington  
Sales of Service  
Budget 2019/20

	2019/20 Annual Budget	2018 Annual Budget	2018 Actual Dec 31	2017 Actual Dec 31
Expenses				
Office Expenses	\$ 1,500	\$ 1,500	\$ 1,131.44	\$ 722.81
IT Services	\$ 1,844	\$ 1,844	\$ -	\$ -
Wages - Police Chief Allocation	\$ 24,000	\$ 24,000	\$ 24,000.00	\$ 24,000.00
Wages - Police Full Time	\$ -	\$ -	\$ -	\$ 170,952.41
Wages - Police Tech's	\$ 159,947	\$ 156,039	\$ 169,112.48	\$ -
Proff Development	\$ 480	\$ 480	\$ -	\$ 386.19
PROS	\$ 2,300	\$ 2,830	\$ 2,293.36	\$ 2,195.05
IT Services	\$ -	\$ -	\$ -	\$ -
Expenditures	\$ 190,071	\$ 186,693	\$ 196,537.28	\$ 198,256.46

Draft

Town of Kensington Water & Sewer Corporation Summary Budget 2019/20	2019/20 Annual Budget	2018 Annual Budget	2018 Actual Dec 31	2017 Actual Dec 31
Revenue				
Water Revenue	\$ 210,780	\$ 207,600	\$ 207,653.04	\$ 204,830.79
Water Miscellaneous Revenue	\$ -	\$ -	\$ 575.00	\$ 325.00
Interest Water A/R	\$ 2,160	\$ 3,000	\$ 1,928.79	\$ 1,937.18
Water Rating Charge	\$ 55,944	\$ 56,017	\$ 55,944.00	\$ 55,944.00
Sewer Misc Revenue	\$ -	\$ -	\$ -	\$ 304,818.71
Sewer Revenue	\$ 324,195	\$ 306,600	\$ 312,437.81	\$ -
Total Revenue	\$ 593,079	\$ 573,217	\$ 578,538.64	\$ 567,855.68
		\$ -	\$ -	\$ -
Expense		\$ -	\$ -	\$ -
Depreciation	\$ 109,920	\$ 109,920	\$ 103,200.00	\$ 109,864.50
Deficit Recovery	\$ -	\$ -	\$ -	\$ -
Reserve	\$ -	\$ -	\$ 13,471.00	\$ -
Property Tax	\$ 2,700	\$ 2,700	\$ 2,700.00	\$ 2,621.00
Electricity	\$ 25,200	\$ 23,826	\$ 23,826.00	\$ 25,460.42
Telephone	\$ 3,720	\$ 3,120	\$ 3,120.00	\$ 3,577.51
Advertising	\$ 1,200	\$ 1,200	\$ 1,200.00	\$ -
Honorarium	\$ 4,200	\$ 4,200	\$ 4,200.00	\$ 3,619.05
Equipment R & M water	\$ -	\$ -	\$ -	\$ -
Professional Development	\$ 3,900	\$ 3,900	\$ 3,900.00	\$ 2,651.22
Professional fees Other	\$ 6,500	\$ 6,500	\$ 6,800.00	\$ 5,923.97
Repairs & Maintenance water	\$ 10,800	\$ 15,000	\$ 12,000.00	\$ 13,646.33
Bank Charges water	\$ 3,780	\$ 2,580	\$ 2,580.00	\$ 3,285.10
Interest on LT Debt Water	\$ 34,800	\$ 30,000	\$ 20,190.00	\$ 27,925.06
Water Analysis	\$ 5,160	\$ 4,800	\$ 4,800.00	\$ 4,588.10
Water Chlorination	\$ 1,800	\$ 1,440	\$ 1,440.00	\$ 1,690.75
Bank Charges	\$ 3,600	\$ 2,580	\$ 2,580.00	\$ 3,284.70
Interest on LT Debt Sewer	\$ 23,400	\$ 21,600	\$ 19,680.00	\$ 20,187.94
Repairs and Maintenance Sewer	\$ 46,800	\$ 33,851	\$ 23,950.00	\$ 48,212.20
CGC Allocation	\$ 7,200	\$ 6,000	\$ 6,000.00	\$ 7,130.74
Reserve	\$ -	\$ -	\$ -	\$ -
Share of Gen Gov't	\$ 151,200	\$ 151,200	\$ 151,200.00	\$ 151,200.00
Share of Public Works	\$ 148,800	\$ 148,800	\$ 148,800.00	\$ 148,800.00
Expenditures	\$ 594,680	\$ 573,217	\$ 555,637.00	\$ 583,668.59
		\$ -		\$ -
Variance	\$ (1,601.00)	\$ -	\$ 22,901.64	\$ (15,812.91)

Credit Union Centre  
Budget 2019/20

Revenue

	2019/20 Annual Budget	2018 Annual Budget	2018 Actual Dec 31	2017 Actual Dec 31
CGC Ice Rental	\$ 148,000	\$ 148,000	146,738.31	\$141,987.01
CGC Canteen Sales	\$ 56,800	\$ 72,500	55,865.73	\$66,078.92
CGC Fitplex Sales	\$ 48,000	\$ 36,000	47,412.83	\$42,693.34
CGC Harvest Festival Sales	\$ 37,000	\$ 31,000	37,765.57	\$39,208.70
CGC Summer Camp Sales	\$ -	\$ -	-	\$0.00
CGC Building Rentals	\$ 1,600	\$ 1,600	1,800.00	\$1,400.00
CGC Interest Revenue	\$ -	\$ -	-	\$0.00
CGC Ballfield Sales	\$ 3,500	\$ 3,500	3,755.22	\$4,516.09
CGC Cash Over/Under	\$ -	\$ -	-	\$0.00
CGC Sign Rentals	\$ 14,600	\$ 12,600	14,559.30	\$15,514.78
CGC Donations	\$ 10,000	\$ 10,000	11,258.00	\$10,000.00
CGC Fund Raising Events	\$ 26,500	\$ 25,000	27,176.70	\$21,527.32
CGC Grants - Operational	\$ 24,500	\$ 24,500	24,500.00	\$26,877.04
CGC Wage Grants	\$ 26,000	\$ 26,000	14,162.27	\$14,034.35
CGC Miscellaneous Revenue	\$ 1,200	\$ 1,200	343.15	\$5,715.23

Total Revenue

	\$ 397,700	\$391,900	385,337.08	\$389,552.78
		\$ -		\$0.00

Expenditures

		\$ -		\$0.00
CGC Depreciation	\$ 20,736	\$ 20,736	20,736.00	\$23,584.00
Deficit Recovery	\$ -	\$ -	-	\$0.00
CGC Reserve	\$ -	\$ -	-	\$0.00
CGC Property Taxes	\$ -	\$ -	499.92	\$528.00
CGC Electricity Arena	\$ 68,005	\$ 68,005	66,469.24	\$67,378.72
CGC Heating Oil	\$ 19,400	\$ 13,400	18,671.09	\$11,555.67
CGC Electricity Sign	\$ 840	\$ 600	837.77	\$718.24
CGC Electricity Ball Field / Canteen	\$ 360	\$ 485	295.02	\$296.39
CGC Telephone	\$ 2,400	\$ 2,400	2,431.58	\$2,528.94
CGC Cellular	\$ 1,200	\$ 1,200	1,090.97	\$952.46
CGC Office Supplies	\$ 600	\$ 600	793.45	\$1,222.27
CGC Advertising	\$ 960	\$ 2,400	905.07	\$1,724.07
CGC Wages and Salaries	\$ 166,377	\$ 162,257	135,019.65	\$141,301.41
CGC Workers Compensation	\$ 1,480	\$ 1,480	1,264.23	\$1,406.80
CGC Repair and Main Equip	\$ 480	\$ 900	476.31	\$117.10
CGC Repair Vehicle (Zamboni)	\$ 1,440	\$ 1,200	1,438.35	\$4,657.51
CGC Repair Building	\$ 12,000	\$ 4,000	11,869.18	\$10,751.80
CGC Repair and Main Ice Plant	\$ 4,050	\$ 2,450	4,482.98	\$7,413.73
CGC Repair and Main Property	\$ 120	\$ 750	19.99	\$0.00
CGC Repair and Main Ice Surface	\$ 3,850	\$ 2,550	3,774.90	\$2,693.38
CGC Zamboni Propane	\$ 3,150	\$ 2,400	2,906.21	\$2,718.61
CGC Ballfield Expenses	\$ 600	\$ 600	375.33	\$279.35
CGC Canteen Expenses	\$ 30,750	\$ 34,750	30,701.65	\$35,687.17
CGC Harvest Festival Expenses	\$ 16,000	\$ 9,000	15,882.42	\$16,622.70
CGC Fitplex Expenses	\$ 4,800	\$ 1,200	4,542.37	\$4,640.34
CGC Snow Removal	\$ 3,300	\$ 3,300	3,765.00	\$1,865.00
CGC MBCU Loan Interest	\$ 3,120	\$ 5,100	2,934.22	\$4,224.26
CGC Summer Camp Expenses	\$ -	\$ -	-	\$0.00
CGC Fund Raising Expenses	\$ 8,000	\$ 8,000	7,749.90	\$7,555.00
CGC Dehumidifier Interest	\$ 360	\$ 360	401.71	\$373.75
CGC Senior Center Oil	\$ 2,150	\$ 2,150	2,098.79	\$1,525.21
CGC Senior Center Electricity	\$ 900	\$ 900	529.17	\$464.75
CGC Senior Center Repair and Main	\$ 1,800	\$ 1,800	961.50	\$146.78
CGC Senior Center Property Tax	\$ -	\$ -	-	\$0.00
CGC Travel and Mileage	\$ 1,800	\$ 1,800	1,704.52	\$1,477.48
CGC Insurance	\$ 7,500	\$ 7,500	-	\$7,500.00
CGC Professional Fees Accounting	\$ -	\$ -	-	\$0.00
CGC Janitorial Supplies	\$ 4,080	\$ 3,300	4,034.71	\$2,257.89
CGC Bank Charges	\$ 2,400	\$ 1,680	2,454.20	\$1,841.73
CGC Garbage Removal	\$ 2,400	\$ 2,400	2,400.00	\$2,200.00
Total Expenditures	\$ 397,408	371,653	354,517.40	\$370,210.51

		\$ -		\$0.00
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Variance	\$ 292	20,247	30,819.68	\$19,342.27
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**Town of Kensington  
2019/20 Proposed Capital Plan**

<b>Project Category</b>	<b>Budget 2019/20</b>	<b>Municipal Funding</b>	<b>MBCU 50/50</b>	<b>Federal/Gas Tax</b>	<b>Provincial/Federal Infrastructure Programs</b>	<b>Long Term Borrowing</b>
<b>Credit Union Centre</b>						
Crossover Machine - Fitpex	\$5,100.00		\$5,100.00			
Carpet/Matting - Fitplex	\$15,000.00		\$15,000.00			
Electrical Panel Upgrade - Rink	\$5,000.00		\$5,000.00			
Condensor for Ice Plant - Rink	\$40,000.00	\$40,000.00				
Regrade and Add Rock Dust - Ballfield	\$6,000.00		\$6,000.00			
Heat Pump - Seniors Centre	\$4,500.00		\$4,500.00			
<b>Total Credit Union Centre</b>	<b>\$75,600.00</b>	<b>\$40,000.00</b>	<b>\$35,600.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Police Department</b>						
Intersection Camera	\$6,000.00	\$6,000.00				
Speed Radar	\$2,500.00	\$2,500.00				
Computer Replacement	\$3,000.00	\$3,000.00				
<b>Total Police Department</b>	<b>\$11,500.00</b>	<b>\$11,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Fire Department</b>						
Fire Truck (Mobile Command)	\$350,000.00					\$350,000.00
Rescue Sleigh	\$6,000.00	\$6,000.00				
1/2 Ton Truck (4 x 4)	\$55,000.00	\$55,000.00				
<b>Total Fire Department</b>	<b>\$350,000.00</b>	<b>\$61,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$350,000.00</b>
<b>Town Hall/General Government</b>						
Website (including app)	\$10,000.00	\$10,000.00				
Emergency Shelter	\$50,000.00	\$50,000.00				
<b>Total Town Hall/General Government</b>	<b>\$60,000.00</b>	<b>\$60,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Public Works</b>						
Sidewalk Planer	\$5,000.00	\$5,000.00				
Concrete Floor - Storage Building	\$10,000.00	\$10,000.00				
5-Way Blade - Trackless	\$7,500.00	\$7,500.00				
Overhead Crosswalk Lights	\$24,000.00			\$24,000.00		
<b>Total Public Works</b>	<b>\$46,500.00</b>	<b>\$22,500.00</b>	<b>\$0.00</b>	<b>\$24,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Parks/Recreation/Railyards</b>						
Train Station Renovation/Boardwalk Replacment	\$242,000.00	\$24,200.00		\$96,800.00	\$121,000.00	
<b>Total Parks/Recreation/Railyards</b>	<b>\$242,000.00</b>	<b>\$24,200.00</b>	<b>\$0.00</b>	<b>\$96,800.00</b>	<b>\$121,000.00</b>	<b>\$0.00</b>
<b>Water</b>						
Wellfield Generator	\$38,500.00	\$3,850.00		\$15,400.00	\$19,250.00	
<b>Total Water</b>	<b>\$38,500.00</b>	<b>\$3,850.00</b>	<b>\$0.00</b>	<b>\$15,400.00</b>	<b>\$19,250.00</b>	<b>\$0.00</b>
<b>Total</b>	<b>\$824,100.00</b>	<b>\$223,050.00</b>	<b>\$35,600.00</b>	<b>\$136,200.00</b>	<b>\$140,250.00</b>	<b>\$350,000.00</b>

Town of Kensington  
2019 - 2024 Proposed 5 year Capital Plan

Project/Category	Estimated Cost	2019/20	2020/21	2021/22	2022/23	2023/24
Credit Union Centre						
Crossover Machine - Fitpex	\$5,100.00	\$5,100.00				
Carpet/Matting - Fitplex	\$15,000.00	\$15,000.00				
Electrical Panel Upgrade - Rink	\$5,000.00	\$5,000.00				
Condensor for Ice Plant - Rink	\$40,000.00	\$40,000.00				
Regrade and Add Rock Dust - Ballfield	\$6,000.00	\$6,000.00				
Heat Pump - Seniors Centre	\$4,500.00	\$4,500.00				
Solar Panel Installation	\$285,000.00		\$285,000.00			
Parking Area Improvements	\$740,000.00			\$740,000.00		
LED Lighting Replacement	\$30,000.00				\$30,000.00	
Total Credit Union Centre	\$1,130,600.00	\$75,600.00	\$285,000.00	\$740,000.00	\$30,000.00	\$0.00
Police Department						
Intersection Camera	\$18,000.00	\$6,000.00	\$6,000.00	\$6,000.00		
Speed Radar	\$7,500.00	\$2,500.00	\$2,500.00	\$2,500.00		
Computer Replacement	\$6,000.00	\$3,000.00	\$3,000.00			
Vehicle Replacement	\$40,000.00		\$40,000.00			\$40,000.00
Vehicle GPS	\$2,500.00	\$2,500.00				
Total Police Department	\$74,000.00	\$14,000.00	\$51,500.00	\$8,500.00	\$0.00	\$40,000.00
Fire Department						
Fire Truck (Mobile Command)	\$350,000.00	\$350,000.00				
Rescue Sleigh	\$6,000.00	\$6,000.00				
1/2 Ton Truck (4 x 4)	\$55,000.00	\$55,000.00				
Inflatable Ice Rescue Craft	\$10,000.00		\$10,000.00			
Air Compressor	\$25,000.00			\$25,000.00		
Tanker Truck Replacement	\$250,000.00			\$250,000.00		
Jaws of Life Replacement	\$50,000.00				\$50,000.00	
Water Rescue Craft	\$30,000.00					\$30,000.00
Portable Pump	\$8,000.00					\$8,000.00
Total Fire Department	\$784,000.00	\$411,000.00	\$10,000.00	\$275,000.00	\$50,000.00	\$38,000.00
Town Hall/General Government						
Website (including app)	\$10,000.00	\$10,000.00				
Heating/Ventillation Upgrades	\$100,000.00			\$100,000.00		
Server Upgrade	\$20,000.00		\$20,000.00			
Financial Software Upgrade	\$16,000.00		\$16,000.00			
Parking Area Improvements	\$40,000.00			\$40,000.00		
Sign Replacement	\$7,500.00				\$7,500.00	
Emergency Shelter	\$50,000.00	\$50,000.00				
Total Town Hall/General Government	\$243,500.00	\$60,000.00	\$36,000.00	\$140,000.00	\$7,500.00	\$0.00
Public Works						
Sidewalk Planer	\$5,000.00	\$5,000.00				
Concrete Floor - Storage Building	\$10,000.00	\$10,000.00				
5-Way Blade - Trackless	\$7,500.00	\$7,500.00				
Overhead Crosswalk Lights	\$24,000.00	\$24,000.00				
Broadway Street/Barrett Street Sidewalk Replacement	\$522,000.00			\$522,000.00		
Victoria Street West Sidewalk Replacement	\$185,000.00		\$185,000.00			
Trackless Replacement	\$125,000.00					\$125,000.00
Lawn Equipment	\$18,000.00		\$18,000.00			
Total Public Works	\$896,500.00	\$46,500.00	\$203,000.00	\$522,000.00	\$0.00	\$125,000.00
Parks/Recreation/Railyards						
Train Station Renovation/Boardwalk Replacment	\$242,000.00	\$242,000.00				
Pool Replacement	\$125,000.00					\$125,000.00
Playground Equipment	\$20,000.00		\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Gazebo Replacement	\$30,000.00					\$30,000.00
Total Parks/Recreation/Railyards	\$417,000.00	\$242,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$160,000.00
Water & Sewer Utility						
Wellfield Generator	\$38,500.00	\$38,500.00				
Sewer Main Replacement	\$1,150,000.00			\$1,150,000.00	\$500,000.00	\$500,000.00
Water Tower Replacement	\$2,124,000.00				\$2,124,000.00	
Broadway Street South Water Main Extension	\$782,000.00		\$782,000.00			
Wellfield Controls Building Upgrades	\$125,000.00		\$125,000.00			
Wellfield Seecurity Fencing	\$10,000.00		\$10,000.00			
4-Log Reduction - Water System	\$25,000.00			\$25,000.00		
Lagoon Dredging/Decanting	\$75,000.00				\$75,000.00	
Total Water & Sewer Utility	\$4,329,500.00	\$38,500.00	\$917,000.00	\$1,175,000.00	\$2,699,000.00	\$500,000.00
Economic Development						
Business Park Development (Phased)	\$3,100,000.00		\$1,000,000.00	\$700,000.00	\$700,000.00	\$700,000.00
Core Area Re-Development/Street Scape (Phased)	\$1,500,000.00		\$500,000.00	\$500,000.00	\$500,000.00	
Total Economic Development	\$4,600,000.00	\$0.00	\$1,500,000.00	\$1,200,000.00	\$1,200,000.00	\$700,000.00
Total	\$12,475,100.00	\$887,600.00	\$3,007,500.00	\$4,065,500.00	\$3,991,500.00	\$1,563,000.00

## Town of Kensington - Request for Decision

<b>Date:</b> February 26, 2019	<b>Request for Decision No:</b> 2019-12
<b>Topic:</b> Tangible Capital Asset Capitalization and Amortization Policy	
<b>Proposal Summary/Background:</b>  <p>When the Town moved from a cash basis of accounting to a full accrual method of accounting, no formal policy was put in place to determine which assets would be capitalized and how they would be amortized. Furthermore, to qualify for the Provincial Government's <i>Municipal Capital Expenditure Grant</i> program, the Town is required to have a Capitalization Policy.</p> <p>The purpose of the policy is to establish the minimum cost threshold (\$1,000.00) that will be used to determine which capital assets will be recorded in the Town's financial statements and at what rate capital assets will be depreciated. The policy will also determine what capital assets will be reported to the Province of PEI through the Municipal Capital Expenditure Grant program.</p> <p>A copy of the Town of Kensington Tangible Capital Asset Capitalization and Amortization Policy is circulated with this Request for Decision.</p>	
<b>Benefits:</b> <ul style="list-style-type: none"> <li>Will provide town staff with direction on how assets will be capitalized.</li> <li>Will provide direction to staff on appropriate asset depreciation rates.</li> <li>Will allow the town to continue to make annual applications to the Municipal Capital Expenditure Program.</li> </ul>	
<b>Disadvantages:</b> <ul style="list-style-type: none"> <li>None noted.</li> </ul>	
<b>Discussion/Comments:</b>  <p>It is recommended by the CAO that Town Council adopt the Tangible Capital Asset Capitalization and Amortization Policy as recommended.</p>	
<b>Options:</b> <ol style="list-style-type: none"> <li>Approve the Tangible Capital Asset Capitalization and Amortization Policy as recommended.</li> <li>Not approve the policy.</li> <li>Refer the policy back to staff for further research and deliberation.</li> </ol>	
<b>Costs/Required Resources:</b>  <p>N/A</p>	<b>Source of Funding</b>  <p>N/A</p>



**Recommendation:**

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

***THAT the Town of Kensington Tangible Capital Asset Capitalization and Amortization Policy (Policy # 01-1-103-19) be hereby adopted as presented.***



<b>Policy Title:</b>	Tangible Capital Asset Capitalization and Amortization Policy	<b>Policy Number:</b>	01-1-103-19
<b>Department:</b>	Administration	<b>Approval/Effective Date:</b>	March 11, 2019

### **1. Purpose**

This accounting policy establishes the minimum cost (capitalization amount) that shall be used to determine the capital assets that are to be recorded in the Town of Kensington's financial statements.

### **2. Tangible Capital Asset Definition**

A "Tangible Capital Asset" is defined as a unit of property that: (1) has an economic useful life that extends beyond 12 months; and (2) was acquired or produced for a cost of \$1000.00 or more. Tangible capital assets must be capitalized and depreciated for financial statement purposes.

Tangible capital assets include all amounts that are directly attributable to the acquisition, construction, development and betterment of the asset. All costs associated with placing an asset in service, including freight, installation costs, site preparation costs, alterations and professional fees are included in the capitalized value.

### **3. Capitalization Thresholds**

Town of Kensington establishes \$1000.00 as the threshold amount for minimum capitalization. Any items costing below this amount should be expensed in the Town of Kensington's financial statements.

### **4. Capitalization Method and Procedure**

All tangible capital assets are recorded at historical cost as of the date acquired.

Tangible assets costing below the aforementioned threshold amount are recorded as an expense for Town of Kensington's annual financial statements. Alternatively, assets with an economic useful life of 12 months or less are required to be expensed for financial statement purposes, regardless of the acquisition or production cost.

### **5. Amortization Method**

The cost of amortized tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to the acquisition, construction, development or betterment of the asset. The cost is amortized on a straight-line basis over the estimated useful life as follows:

Sewer system and lagoon	1.2%
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## Town of Kensington – Tangible Capital Asset Capitalization and Amortization Policy

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Water system	1.2%
Sewer equipment	20%
Water equipment	20%
Buildings	2.5%
Fire Vehicles	6.67%
Vehicles	20%
Electronic Equipment	25%
Equipment	10%
Sidewalks	6.67%
Wind turbine	5%

Full amount of the annual amortization is charged in the year of acquisition. Assets under construction are not amortized until the asset is available for productive use.

### 6. **Record Keeping**

The Chief Administrative Officer will maintain records of the complete inventory of the Town's tangible capital assets and the related amortization based on historical tangible capital assets acquisitions and disposals.

**Date of Passage:** \_\_\_\_\_

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

\_\_\_\_\_  
**Chief Administrative Officer**

\_\_\_\_\_  
**Date**

## Town of Kensington - Request for Decision

<b>Date:</b> February 26, 2019	<b>Request for Decision No:</b> 2019-13
<b>Topic:</b> 20 Stewart Street	
<b>Proposal Summary/Background:</b> <p>The town owns a property located at 20 Stewart Street that houses a two-bedroom single residential dwelling (see attached aerial and street view photos). It was purchased in 2011 at a cost of \$56,320.25.</p> <p>The primary purpose for acquiring the property was that the town owned all other property along the south side of Stewart street, i.e. ballfields, team penning (snow dump area), public works yards, etc., and it made sense that the Town should own and control it. It is a small sliver of property that is surrounded to the south, east and west by town owned property. Town Council agreed at the time of purchase to rent the home on the property until a decision was made on the end use of the property.</p> <p>The tenant who resided in the home vacated it as of February 1, 2019. Therefore, consideration should be given to what Town Council desires to do with the property going forward. Options for consideration include:</p> <ol style="list-style-type: none"><li>1. Dispose of the property such that the town no longer retains its ownership.</li><li>2. Do nothing with the property and allow it to sit vacant.</li><li>3. Dispose of the major appliances within the home (fridge, stove, washer, dryer) and either remove or demolish the home (<i>staff recommendation</i>).</li></ol> <p>The options were considered at the February Committee of Council meeting where a recommendation was made to Town Council that staff proceed with disposing of the major appliances and to tender the building on the property to be removed (for re-use). If no acceptable tenders are received then staff are to proceed with collecting quotes to have the building demolished.</p>	
<b>Benefits:</b> <ul style="list-style-type: none"><li>• Will allow for the building to be removed and the property to be cleaned up.</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>• None noted.</li></ul>	
<b>Options:</b> <ol style="list-style-type: none"><li>1. Approve the recommendation of Committee of Council.</li><li>2. Not approve the recommendation and provide alternative direction.</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 resolution:  <i>THAT Town Council authorize staff to proceed with disposing of the major appliances at 20 Stewart Street and that the single residential dwelling on the property be tendered for removal. If no acceptable tenders are received, staff shall proceed to solicit quotes to have the structure demolished and the property levelled.</i>	



20 Stewart Street





20 Stewart St  
Kensington, Prince Edward Island  
[View on Google Maps](#)



Google

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## Town of Kensington - Request for Decision

<b>Date:</b> March 5, 2019	<b>Request for Decision No:</b> 2019-14
<b>Topic:</b> Town of Kensington Dangerous and Unsightly Property Bylaw	
<b>Proposal Summary/Background:</b> <p>At the regular monthly Council meeting held in December of 2018, staff were directed to draft a new Dangerous and Unsightly Property Bylaw for the town that is compliant with the new <i>Municipal Government Act</i>.</p> <p>The attached Bylaw was reviewed by Committee of Council at their regular meeting held on January 28, 2019 where Councillors requested that staff add provisions to the Bylaw to account for activities on a property that result in rodent infestations (see section 6.4(b)) and to permit derelict vehicles in Industrial areas (see section 6.3).</p> <p>The final draft of the Bylaw was presented and given first reading at February's regular Council meeting.</p> <p>It is proposed that the Town of Kensington Dangerous and Unsightly Property Bylaw (Bylaw #2019-01) be read a second time and formally adopted.</p>	
<b>Benefits:</b> <ul style="list-style-type: none"><li>• Will provide Town Council with a Dangerous and Unsightly Property Bylaw that is compliant with relevant legislation.</li><li>• Will allow Town Council to take action on Dangerous and Unsightly Properties.</li></ul>	
<b>Disadvantages:</b> <ul style="list-style-type: none"><li>• None noted.</li></ul>	
<b>Discussion/Comments:</b> <p>Section 180 of the <i>Municipal Government Act</i> states that:</p> <p><i>“A council may pass bylaws and provide services for municipal purposes respecting</i></p> <p style="padding-left: 40px;"><i>(i) Nuisances, loitering, dangerous and unsightly property, noise pollution and waste in or on public or private property.”</i></p> <p>The current “Town of Kensington Unsightly Premises Bylaw” was found to be in non-compliance with the current (and former) legislation primarily because it afforded an Inspector authorization to enter privately owned property to take certain actions, however the enabling legislation did not provide the Town with that level of authority. Entering private property to enable an action could only be provided through an appropriate court action.</p> <p>The new <i>Municipal Government Act</i> provides Council with the appropriate authorities to take certain actions in relation to an unsightly property, including, by resolution, authorizing an Inspector to enter a property.</p>	



## Legislative Authority

The following sections of the Municipal Government Act apply to the enforcement of, among other bylaws and regulations, a Dangerous and Unsightly Property Bylaw:

### **236. Notice for inspection and enforcement**

(1) Where this or another Act or a bylaw authorizes or requires an enforcement officer or an employee of a municipality to

- (a) inspect anything;
- (b) remedy anything;
- (c) enforce anything; or
- (d) do anything required to be done by the municipality,

the enforcement officer or employee of the municipality may, after giving not less than 24 hours' notice to the owner or occupier of land or a building or other structure, take an action specified in subsection (2).

### **Powers**

(2) An enforcement officer or employee of a municipality may, on notice in accordance with subsection (1),

- (a) enter the land, building or structure referred to in subsection (1) at any reasonable time and carry out the inspection, enforcement or action authorized or required by this or another Act or bylaw;
- (b) require that anything be produced to assist in the inspection, remedy, enforcement or action; and
- (c) make copies of anything related to the inspection, remedy, enforcement or action.

### **238. Order by municipality to remedy contravention**

(1) Where an enforcement officer or employee referred to in section 236 determines that a person is contravening a provision of a bylaw or this or another Act that the municipality is authorized to enforce, the enforcement officer or employee may, in writing,

- (a) order the person to stop doing something, or to change the way in which the person is doing it;
- (b) order the person to take any action or measure necessary to remedy the contravention of the Act or bylaw, and, if necessary, to prevent a *re*-occurrence of the contravention;
- (c) if authorized by a resolution of council, order the removal or demolition of a building or other structure that has been erected or placed in contravention of a bylaw;
- (d) state a time within which the person shall comply with the order; and
- (e) state that if the person does not comply with the order within a specified time, the municipality shall take the action or measure at the expense of the person.

It is recommended by the CAO that Town Council give second reading, approval and formal adoption to the Town of Kensington Dangerous and Unsightly Property Bylaw as presented.

**Options:**

1. Give second reading, approval and formal adoption to the Bylaw, as recommended.
2. Not give second reading, approval or formal adoption.

**Costs/Required Resources:**

N/A

**Source of Funding**

N/A

**Recommendation:**

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

**Resolution 3**

***WHEREAS Section 180 of the Municipal Government Act, R.S.P.E.I. 1988, c M-12.1 authorizes a Town Council to pass a bylaw respecting dangerous and unsightly property in their jurisdiction;***

***AND WHEREAS Town Council wishes to provide, by bylaw, for the enforcement of minimum property standards which shall apply to all property located within the Town of Kensington;***

***AND WHEREAS the Town of Kensington Dangerous and Unsightly Property Bylaw (Bylaw #2019-01) was read and approved a first time at a meeting held on February 1, 2019;***

***BE IT RESOLVED THAT the Town of Kensington Dangerous and Unsightly Property Bylaw (Bylaw #2019-01) be hereby read a second time.***

**Resolution 4**

***WHEREAS Section 180 of the Municipal Government Act, R.S.P.E.I. 1988, c M-12.1 authorizes a Town Council to pass a bylaw respecting dangerous and unsightly property in their jurisdiction;***

***AND WHEREAS Town Council wishes to provide, by bylaw, for the enforcement of minimum property standards which shall apply to all property located within the Town of Kensington;***

***AND WHEREAS the Town of Kensington Dangerous and Unsightly Property Bylaw (Bylaw #2019-01) was read and approved a first time at a meeting held on February 11, 2019;***

***AND WHEREAS the Town of Kensington Dangerous and Unsightly Property Bylaw (Bylaw #2019-01) was read a second time at this meeting;***

***BE IT RESOLVED THAT the Town of Kensington Dangerous and Unsightly Property Bylaw (Bylaw #2019-01) be hereby approved.***

**Resolution 5**

***WHEREAS Section 180 of the Municipal Government Act, R.S.P.E.I. 1988, c M-12.1 authorizes a Town Council to pass a bylaw respecting dangerous and unsightly property in their jurisdiction;***

***AND WHEREAS Town Council wishes to provide, by bylaw, for the enforcement of minimum***

*property standards which shall apply to all property located within the Town of Kensington;*

*AND WHEREAS the Town of Kensington Dangerous and Unsightly Property Bylaw (Bylaw #2019-01) was read and approved a first time at a meeting held on February 11, 2019;*

*AND WHEREAS the Town of Kensington Dangerous and Unsightly Property Bylaw (Bylaw #2019-01) was read and approved a second time at this meeting;*

*BE IT RESOLVED THAT the Town of Kensington Dangerous and Unsightly Property Bylaw (Bylaw #2019-01) be hereby formally adopted.*



**DANGEROUS AND UNSIGHTLY PROPERTY BYLAW  
BYLAW # 2019-01**

**A BYLAW TO REGULATE DANGEROUS AND UNSIGHTLY PROPERTY IN  
THE TOWN OF KENSINGTON, PROVINCE OF PRINCE EDWARD ISLAND.**

**BE IT ENACTED** by the Council of the Town of Kensington, in the Province of Prince Edward Island, as follows:

**1. Citation**

- 1.1 This bylaw may be cited as “The Town of Kensington Dangerous and Unsightly Property Bylaw”.

**2. Scope**

- 2.1 This Bylaw shall apply to all property in the Town of Kensington.

**3. Authority**

- 3.1 Section 180 of the Municipal Government Act, R.S.P.E.I. 1988, c M-12.1 authorizes Town Council to pass a bylaw respecting dangerous and unsightly property in the Town of Kensington.

**4. Definitions**

- 4.1 In this bylaw:
- a) “Act” means the *Municipal Government Act*, R.S.P.E.I. 1988, c M-12.1.
  - b) “Chief Administrative Officer” or “CAO” means the administrative head of the Town of Kensington as appointed by Council under clause 86(2)(c) of the *Municipal Government Act*.

- c) "Council" means the Mayor and other members of the Council of the Town of Kensington.
- d) "Dangerous Building" includes:
  - i. A building where the walls or other vertical structural members list, lean or buckle to such an extent that it presents a danger to the occupants or other persons or property;
  - ii. A building which shows clear damage or deterioration of the foundation supporting member or members;
  - iii. A building which has improperly distributed loads upon the floor or roofs or structural supporting members or in which the same are overloaded, or which has insufficient strength to be reasonably safe for the intended use or occupation;
  - iv. A building which has:
    - A. Become dangerous to life, safety, or the health and welfare of the occupants or the general public; or
    - B. Deteriorated so as to substantially depreciate the value of the property in the vicinity; or
    - C. Become a detriment to the general appearance of the Town.
- e) "Derelict Motor Vehicle" means a used motor vehicle or the body or chassis of a used motor vehicle that:
  - i. Is not in operating condition, by reason of removed wheels, motor, transmission or functioning equipment necessary for its operation; or
  - ii. Is rusted, wrecked or partly wrecked, or is dismantled or partly dismantled; and is not insured and/or registered under the Highway Traffic Act, R.S.P.E.I. 1988, c. H-5 and does not have a current, valid license plate attached to it; and has been entirely or partially located outside of a building for more than one month.
- f) "Inspector" means the person who is designated to carry out the duties assigned by Council pursuant to this bylaw.
- g) "Litter" means any rubbish, refuse, garbage, waste materials, papers, packages, containers, bottles, cans or parts thereof and any article, product, machinery, mobile homes, or other manufactured goods which are dumped, discarded, abandoned or otherwise disposed of.

- h) “Owner” means a person or corporation listed as the property owner in the Assessment Roll, as amended from time to time, and includes a part owner, joint tenant, tenant-in-common, executor, administrator, trustee, agent or other person managing a property for the registered property owner, but does not include a lessee or renter.
- i) “Property” means a parcel of land and includes all or any part of trees, buildings, structures, foundations, scaffolding, fences, excavations, depressions, drains, ditches, culverts, wells, or loose impediments.
- j) “Town” means the Town of Kensington.
- k) “Unsightly Property” means any property or part thereof upon which there is visual evidence of a lack of general maintenance and upkeep due to the presence of litter, derelict motor vehicle(s) or dangerous buildings or structures.
- l) “Vacant Building” means any building which is unoccupied for a period of twelve (12) consecutive months.

## **5. Administration**

- 5.1 Council may appoint one or more inspectors to administer this Bylaw, who shall report to the Chief Administrative Officer.

## **6. Property Standards**

- 6.1 No Owner of a property shall permit the property or any building thereon to be or become unsightly, a fire hazard or otherwise dangerous.
- 6.2 Grass on any property, except for that property or any part thereof being used for agricultural purposes, natural parklands, trails or ditches, shall be maintained at a height of 20 centimetres (8 inches) or less.
- 6.3 No derelict motor vehicle shall be parked, stored or left on any property, unless said property is used as an industrial property or is an industrial property through its normal course of business.
- 6.4 All property shall be kept clean and free of:
  - a) Objects and conditions that may create fire, health, dangerous, or accident hazards;
  - b) Conditions that may result in an infestation of harmful rodents, vermin or insects; and

c) Litter.

- 6.5 All doors, windows and other openings on vacant buildings shall be secured and locked to prevent unauthorized entry.
- 6.6 In the event property damage or unauthorized entry occurs after the measures in section 6.5 above have been implemented, Council may issue a Notice to the owner requiring the doors and windows or other openings to be covered with a solid wooden material or to secure the land upon which the vacant building is located with a fence at least 1.5 metres in height.
- 6.7 Where wooden material is used to secure a vacant building, it shall be painted to match the trim colour or exterior wall colour of the vacant building and all material used to cover the openings must properly fit inside the outer window, door trim or other opening.
- 6.8 Where a property or building has been secured pursuant to section 6.6 for more than eighteen (18) months, Council may order the building to be repaired or demolished in accordance with Part 7 of this Bylaw.

## **7. Standard for Repair, Vacation or Demolition**

- 7.1 The following standards shall be applied by Council in ordering the repair, vacation or demolition of Property:
- a) Any property that is in a condition that makes it dangerous to the health, safety or general welfare of its occupants, or has a dangerous building, shall be ordered vacated;
  - b) And property that can reasonably be brought into compliance with the requirements of this bylaw shall be ordered repaired;
  - c) And property that cannot reasonably be repaired or that has been ordered repaired but repairs have not been completed by the deadline set out in the Notice made pursuant to subsection 8.3, or before the expiration of any extension period granted pursuant to section 8.7, shall be ordered demolished.
- 7.2 In addition to any Notice which may be issued pursuant to Part 8, the Inspector shall place the following “Dangerous Building Notice” on any building that Council has determined is a dangerous building:

“This Building has been found to be a Dangerous Building pursuant to the Town of Kensington Dangerous and Unsightly Property Bylaw. Pursuant to the Bylaw, this Notice is to remain on this building until it is vacated, repaired, or demolished in accordance with the Notice which has been given to the Owner of this Building. It is unlawful to remove this Notice until such Notice is complied with.”

## **8. Enforcement Standards**

- 8.1 The Inspector or his designate may enter onto and inspect any property where, in the inspector's opinion such property violates any of the provisions of this Bylaw.
- 8.2 Where, in the opinion of the Inspector or his designate, any property does not meet the requirements of this bylaw, the Inspector or his designate shall issue a Notice pursuant to section 8.3.
- 8.3 The Notice shall be issued to the owner and shall:
- a) Be in writing;
  - b) State in which respect(s) the property does not meet the requirements of this Bylaw and what must be done to the property to bring it into compliance with the requirements of this Bylaw; and
  - c) State the date in which the property shall be brought into compliance with the requirements of this Bylaw, which date is not to exceed thirty (30) days from the date the Notice is deemed to be served pursuant to section 8.5.
- 8.4 The notice shall be served:
- a) By personal delivery of the Notice to the owner; or
  - b) By depositing the notice in the mail by certified letter to the address of the owner;  
or
  - c) By posting the Notice in a conspicuous place on the property.
- 8.5 The date of service of the notice is deemed to be:
- a) In section 8.4(a), the date of delivery of the Notice to the owner;
  - b) In section 8.4(b), the date stated in an acknowledgement card received from Canada Post for a registered letter which indicates the date the card is receipted;
  - c) In Subsection 8.4(c), the date the Notice is posted on the property.



- 8.6 Proof of personal service of the Notice under subsection 8.4(a), or proof of the posting of the Notice under subsection 8.4(c), may be an affidavit of the person serving or posting the notice, which affidavit shall set forth the manner in which service was made and the time and date of service.
- 8.7 The Inspector may extend the time for compliance with any Notice issued pursuant to this part, provided there is evidence of intent to comply with any such Notice and reasonable cause exists to prevent immediate compliance.

## **9. Non-Compliance**

- 9.1 Where the owner of the property upon whom a Notice pursuant to section 8 has been served, does not comply with the requirements of such Notice the Inspector shall immediately notify Council who may, by resolution, authorize it's Inspector, or a contractor directed by the Inspector, to enter the property without written warrant or other legal process, and thereupon carry out any and all works as stated in the Notice in order to bring the property into compliance with the requirements of this Bylaw.
- 9.2 A resolution passed by Council under section 9.1 shall be in effect for twenty-four (24) months from the date of passing and enables the Inspector to re-enter the property at any time to remedy a recurring condition.
- 9.3 The Inspector or his designate shall cause the costs of such vacation, repair or demolition or other work done to be charged to the owner, and failing receipt of payment within thirty (30) days therefrom from the owner, such costs shall be charged against the property as a municipal lien or to be recorded in a law suit against the owner.

## **10. Severability**

- 10.1 It is the intention of Council that each separate provision of this Bylaw shall be deemed independent from all other provisions of this Bylaw, such that if any provision of this Bylaw is deemed invalid, all other provisions of this Bylaw shall remain valid and enforceable.

## **11. Penalties for Disregarding Notices**

- 11.1 Any owner who fails to comply with all terms of any "Dangerous Building Notice" issued pursuant to Section 7.2 of this Bylaw shall be guilty of an offence and liable on summary conviction to a fine of not less than \$100 and not exceeding \$500.

11.2 Any owner who fails to comply with all the terms of any Notice issued under this Bylaw other than a “Notice of Dangerous Building” issued pursuant to section 7.2 of this Bylaw shall be guilty of an offence and liable on summary conviction to a fine in an amount not to exceed \$1,000 for each offence, and where an offence under this Bylaw is committed or continued to be committed for more than one week, the person who committed the offence is liable to be convicted for a separate offence for each week the offence is committed or continued.

## **12. Repeal**

12.1 All previous Bylaws of the Town of Kensington pertaining to Dangerous or Unsightly Property are hereby repealed.

## **13. Effective Date**

13.1 This Dangerous and Unsightly Property Bylaw, Bylaw #2019-01, shall be effective on the date of approval and adoption by Council.

### **First Reading:**

This Dangerous and Unsightly Property Bylaw, Bylaw # 2019-01, was read a first time at the Council meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

This Dangerous and Unsightly Property Bylaw, Bylaw # 2019-01 was approved by a majority of Council members present at the Council meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

### **Second Reading:**

This Dangerous and Unsightly Property Bylaw, Bylaw # 2019-01, was read a second time at the Council meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

This Dangerous and Unsightly Property Bylaw, Bylaw # 2019-01 was approved by a majority of Council members present at the Council meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

### **Approval and Adoption by Council:**

This Dangerous and Unsightly Property Bylaw, Bylaw # 2019-01, was adopted by a majority of Council members present at the Council meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

Signatures:

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Rowan Caseley, Mayor

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Geoff Baker, CAO

This Dangerous and Unsightly Property Bylaw, Bylaw # 2019-01 adopted by the Council of the town of Kensington on \_\_\_\_\_ is certified to be a true copy of the original as seen by me.

---

Geoff Baker  
Chief Administrative Officer  
Town of Kensington  
55 Victoria Street East  
Kensington, PE  
C0B 1M0  
(902) 836-3781

## Town of Kensington - Request for Decision

<b>Date:</b> March 8, 2019	<b>Request for Decision No:</b> 2019-15
<b>Topic:</b> Future Land Use and Zone for Property of Mark Woodside (PID No. 747790)	
<b>Proposal Summary/Background:</b> <p>Town Council recently annexed property of Mark Woodside (PID No 747790) inside the municipal boundary to facilitate the residential development of the property. A development permit application has been submitted to the Town by Mr. Woodside to construct one single family residential unit on the property. It is understood that more single-family residential units are proposed to be constructed on the property in the future, which is not currently permitted under the Town's Development Control Bylaw.</p> <p>To facilitate any development of the property, Town Council must first apply a future land use and zoning designation to the property, which will require an Official Plan and Development Control Bylaw amendment process, i.e. public consultation, bylaw amendment readings, etc. After an appropriate zone has been applied to the property, Council can then consider the development application.</p> <p>The issue of zoning the property was given to DV8 Consulting to review and provide an initial report for Council's consideration prior to initiating the amendment process. Currently, it is recommended that Town Council apply a Single Residential (R1) future land use and zoning designation and that a larger discussion around multiple single residential dwelling units on a singular property be undertaken as part of the Official Plan and Development Bylaw review process currently underway.</p>	
<b>Benefits:</b> <ul style="list-style-type: none"><li>• Will allow a future land use and zoning designation to be applied to the property to facilitate the current development plan of the property owner.</li></ul>	
<b>Disadvantages:</b> <ul style="list-style-type: none"><li>• None noted.</li></ul>	
<b>Discussion/Comments:</b> <p>It is recommended by the CAO that Town Council approve the recommendation of DV8 Consulting and that direction be given to allow staff to proceed with the Official Plan and Development Control Bylaw amendment process.</p>	
<b>Options:</b> <ol style="list-style-type: none"><li>1. Approve the recommendation of staff and DV8 Consulting.</li><li>2. Not approve the recommendation and refer the matter back to staff for further research.</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>That Town Council direct staff to proceed with an Official Plan and Development Control Bylaw amendment process to assign a Single Residential (Future Land Use Map) and R1 Zone (Zoning Map) to property of Mark Woodside (PID No 747790).</i>	

March 7, 2019

Town of Kensington  
PO Box 418 Kensington, PE  
C0B 1M0  
Phone: (902) 836-3781  
Fax: (902) 836-3741  
Email: [townmanager@kensington.com](mailto:townmanager@kensington.com)

**Re: Future Land Use and Zone for Woodside property**

Dear Mr. Baker,

In response to your enquiry regarding the Woodside property (PID 747790) which was recently annexed by the Town of Kensington, I have contacted the provincial Municipal Affairs department and have confirmed that this property which currently has no land use (Future Land Use Map) or zone (Zoning Map) identified for it, does require an *Official Plan* and *Bylaw* amendment to assign a zone to it before a development application can be processed.

I understand that the property owner is interested in developing a single detached dwelling on the property and that they would like to explore their options for a multi-unit residential development in the future (as stated in the annexation application letter). Furthermore, I understand the intent is to eventually develop multiple single detached dwellings rather than multi-unit buildings. Currently the only zone that permits multiple single detached dwellings on a single property is the Mini-Home Court Zone (RM1). As such, I have reviewed the Town's Official Plan and Bylaw and have identified a few options for how Council could proceed with this application.

1. Zone the property to R1 or R2 (Single Residential or Low Density Residential on the Future Land Use Map). The R1 or R2 zones are consistent with surrounding properties and would allow the applicant to proceed with the development application for the single detached dwelling as proposed. However, the R1 and R2 zones currently do not allow multi-unit residential developments, nor do they permit multiple dwellings on a single lot. As such future development of this property, as currently proposed, would require a future rezoning and/or bylaw amendment.
2. Zone the property R3 (multi-unit residential on the Future Land use Map). The R3 Zone permits multiple multi-unit buildings on a lot however a single detached dwelling is not permitted. To develop a single detached dwelling in the R3 zone, would first require a bylaw amendment. An additional concern with zoning the parcel to R3, is that the development plans could change and the property could then be developed as a large multi-unit building (apartment) which is inconsistent with the existing neighbourhood residential density.
3. Zone the property to Mini-home Court Zone (Mini Home Court on the Future Land Use Map). For development in the RM1 zone, the owner would need to design the whole parcel as a mini-home court, meeting requirements for a shared right-of-way and greenspace, and this overall plan would require approval by Council. A mini-home court (although typically developed with mini-homes) is permitted to be developed with single detached dwellings, subject to the R1 zone lot and structure standards. This zone would permit the applicant to precede with the

current proposal however the applicant would reserve the right to develop the mini-home court with mini-homes instead of single detached dwellings as permitted in the zone, and as such a rezoning application to this zone may cause concerns for neighbours.

- Finally, Council could consider an amendment to the bylaw to permit 'grouped dwellings' (a cluster of single and/or 2-unit dwellings on a single parcel) within the R1 and/or R2 Zones. The concern with a development of multiple single detached dwellings on a single lot is that the subdivision would depend on a private road which presents challenges with regards to garbage collection, school buses and most importantly accessibility of emergency vehicles.

Despite the range in options provided above where bylaw amendments are considered they should be considered for all properties equally and not just to address a single property's development goals. As such, my recommendation is to proceed with the most straightforward zoning for the property in question based on the current Official Plan to be consistent with surrounding properties, which is to assign a Single Residential (Future Land Use Map) and R1 Zone (Zoning Map) designation to the property.

As an R1 property the applicant will be able to proceed with their development plans for a single detached dwelling this year. And, as the Town is currently undertaking an Official Plan and Bylaw review, there will be an opportunity for public discussions on the broader issues, such as multiple dwellings on a single parcel, tiny home subdivisions, and other alternative forms of sustainable residential development for the Town. If as a result of the Official Plan and Bylaw review, regulations change from their current state, the owner for the property in question will be able to apply for future development under the new regulations.

As always, please feel free to contact me with any further questions.

Best regards,



Hope Parnham, CSLA MCIP

**Dv8 CONSULTING**

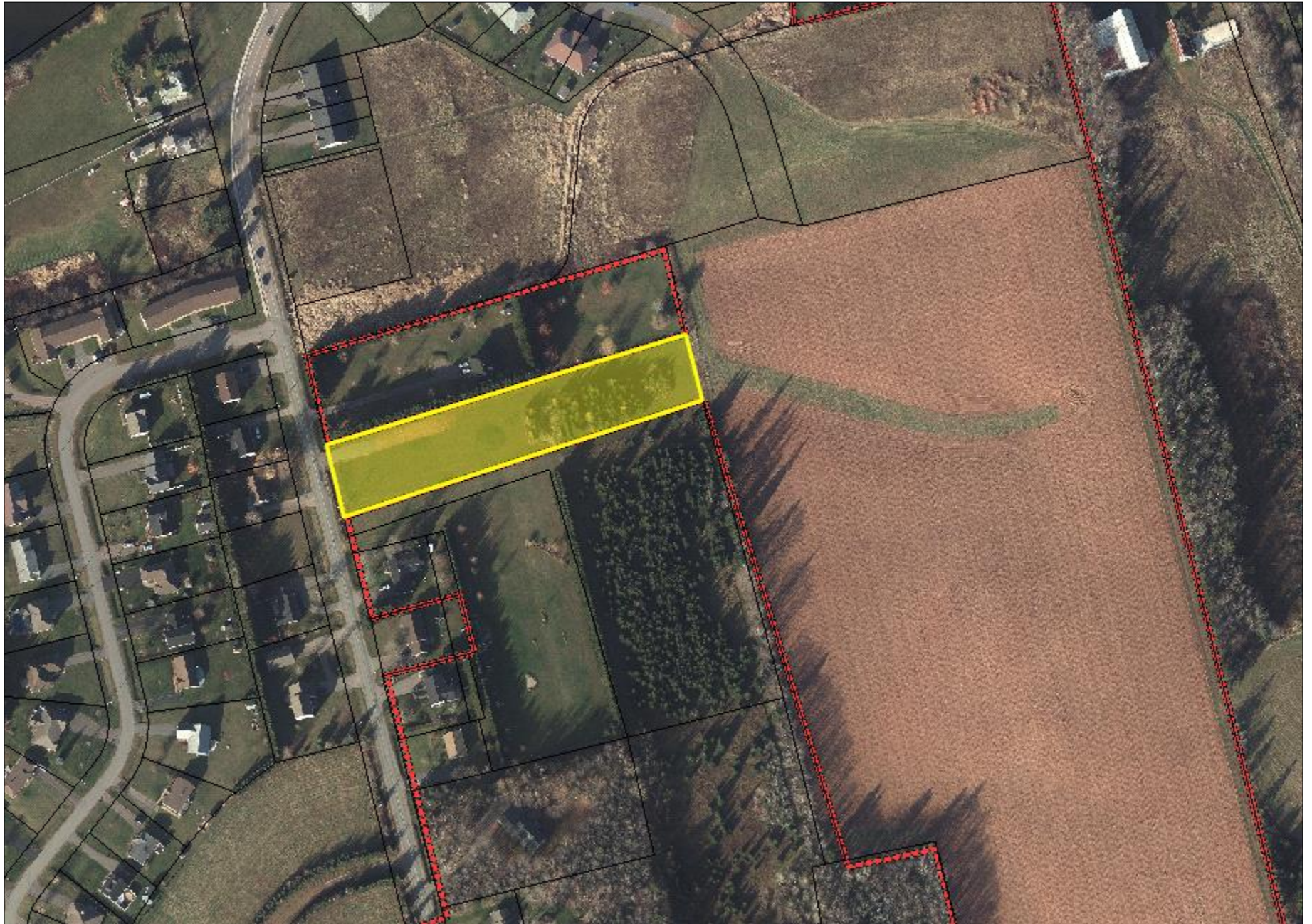
CHARLOTTETOWN PE

E. [HPARNHAM@OUTLOOK.COM](mailto:HPARNHAM@OUTLOOK.COM)

T. 902-393-1815



PID NO 747790





## Town of Kensington - Request for Decision

<b>Date:</b> March 8, 2019	<b>Request for Decision No:</b> 2019-16
<b>Topic:</b> Re-Zoning Application for PID No. 80150 (adjacent to 15 Pleasant Street)	
<b>Proposal Summary/Background:</b>  A request was received from Rocky Arsenault, owner of PID No. 80150, to re-zone his property from Single Residential (R1) to Low Density Residential (R2). The subject property was zoned to R1 from Multi-Unit Residential (R3) in 2011, and was subject to a letter of understanding to guide the future development of the property (letter of understanding attached).  The re-zoning application was referred to DV8 Consulting to complete an initial review before it was brought forward to Town Council for direction. The recommendation from DV8 is that the property remain as R1 and not be re-zoned to accommodate a duplex. A copy of the DV8 report is circulated with this Request for Decision.	
<b>Benefits:</b> <ul style="list-style-type: none"><li>• None noted.</li></ul>	
<b>Disadvantages:</b> <ul style="list-style-type: none"><li>• None noted.</li></ul>	
<b>Discussion/Comments:</b>  It is recommended by the CAO that Town Council consider the re-zoning application in light of the DV8 Consulting report and not move forward with the re-zoning process as it relates to the subject property.	
<b>Options:</b> <ol style="list-style-type: none"><li>1. Approve the recommendation of staff and DV8 Consulting.</li><li>2. Not approve the recommendation and refer the matter back to staff for further research.</li><li>3. Direct staff to initiate the bylaw amendment process.</li></ol>	
<b>Costs/Required Resources:</b>  N/A	<b>Source of Funding</b>  N/A

**Recommendation:**

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

***THAT Town Council approve the recommendation of DV8 Consulting not to proceed with a zoning bylaw amendment application for PID No. 80150 to re-zone the property from single unit residential to low density residential.***

March 7, 2019

Town of Kensington  
PO Box 418 Kensington, PE  
C0B 1M0  
Phone: (902) 836-3781  
Fax: (902) 836-3741  
Email: [townmanager@kensington.com](mailto:townmanager@kensington.com)

**Re: Rezoning application for PID 80150 (adjacent to 15 Pleasant Street)**

Dear Mr. Baker,

I have reviewed the Town of Kensington's *Official Plan and Zoning and Subdivision Control (Development) By-law* with respect to the request to rezone PID 80150, which is identified as Lot 10-1 on Plan of Subdivision #10288 approved January 10, 2011. The property is currently zoned R1 Single Residential Zone, and the applicant is requesting a change to R2 Low Density Residential Zone in order to develop a duplex on the property. As per Section 19 of the *By-law*, an application to rezone a property shall be deemed to be an application to amend the *By-law* and no amendment shall be made contrary to the policies in the *Official Plan*. The subject property is identified as R1 Single Residential on the *Future Land Use Map*, as such the application to amend the *By-law* also requires an amendment to the *Official Plan*.

When this parcel was subdivided in 2011, it was done so on the condition that the property was also to be rezoned from R3 – Multi-Unit Residential to R1 – Single Residential Zone, as recommended by a Planner and Engineer who reviewed the application at that time and concluded that the property lacked “a safe and efficient access” for multiple units. The parcel is currently landlocked with no frontage on a public street. Access is restricted to a 20 ft wide right-of-way over the adjacent parcel at 15 Pleasant Street, identified as Parcel – R on the Plan of Subdivision. At the time of subdivision, the Engineer's report had further recommended that a minimum right-of-way width of 8.1 m (26.6 ft) would be necessary if the property was to accommodate multiple units.

No new information has been submitted with the current application and as such I am in agreement with the previous recommendation that the parcel as subdivided should be zoned R1. The R1 zoning is found to be aligned with the goals of the *Official Plan*, which stated that the Town “encourages the maintenance of a safe and efficient vehicular and pedestrian circulation system” and the “creation and maintenance of safe, efficient, stable and visually appealing residential neighbourhoods.” The property is behind and adjacent to existing single detached dwellings, even though the other properties are different zones. Furthermore, the R1 zone does not deprive the owner of the ability to make reasonable use of the lot. As such further intensification of use of the property is not recommended and the rezoning application is not supported.

It is noted however that within the R1 Zone an accessory apartment is a permitted use within a single detached dwelling. In contrast to duplex dwellings which contain two independent dwelling units, accessory apartments shall be incidental and subordinate to the main dwelling. The applicant may find that an accessory apartment satisfies the need for an additional ‘unit’ on the property and does not require a rezoning.

As per Section 4.13.2, Council may approve a development permit for a residential structure which fronts on a private right-of-way, provided that: no reasonable provision can be made to provide access to a public street; safe ingress and egress from the lot can be provided; and that an agreement is registered in the PEI Registry Office, binding on all land owners abutting or fronting on the private right-of-way providing for the long term ownership and maintenance of the right-of-way, such agreement shall be binding on all heirs, successors and assigns of the current property owners.

Although the applicant has not yet submitted a development application for this parcel, it is recommended that when the property is to be developed the Town should request a copy of and review the registered agreement to confirm that all issues regarding long term maintenance of the right-of-way have been addressed and acknowledged by the present owners. It is noted that during installation of the services for the property in question, access to the existing dwelling at 15 Pleasant St is likely to be temporarily blocked and inaccessible by emergency vehicles. A temporary access should be provided during construction until such time as the primary access is reinstated.

As always, please feel free to contact me with any further questions.

Best regards,



Hope Parnham, CSLA MCIP

**Dv8 CONSULTING**

CHARLOTTETOWN PE

E. [HPARNHAM@OUTLOOK.COM](mailto:HPARNHAM@OUTLOOK.COM)

T. 902-393-1815

## Geoff Baker

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**From:** Hope Parnham <hparnham@outlook.com>  
**Sent:** March 8, 2019 12:05 PM  
**To:** Geoff Baker  
**Subject:** Re: Mark Woodside - Development Permit Application

The difference between a duplex/semi and a single with an accessory unit is more obvious when considered through the National Building Code Regulations. (And I will likely suggest some updates to your accessory apartment regulations through the bylaw review, to prepare for when NBC is adopted by the Province). Under NBC, duplexes and semi-detaches are not permitted to share services and they have a higher standard of fire separation between the units; where a duplex is an over-under arrangement a semi-detached is specifically designed to be subdivided. In contrast, as an accessory apartment is fully dependent upon the services of the main dwelling and does not require a fire separation. It also assumes a shared road access.

In this case, the R1 zoning as was the condition of the original subdivision permits a single with an accessory apartment. Unless new information is presented to alleviate the original concerns, changing the zoning now would be going against the previous recommendations by Janice and Luc, in relation to safety. An R2 Zone may be seen as a compromise between R3 and R1, but really results in a spot zoning to accommodate a single property owner which is not good planning practice.

There's simply no 'good reason' to approve the rezoning which would intensify the use of the legal non-conforming, landlocked parcel as a duplex or semi.

I hope that helps clarify,  
Hope

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**From:** Geoff Baker <townmanager@townofkensington.com>  
**Sent:** March 8, 2019 11:12 AM  
**To:** 'Hope Parnham'  
**Subject:** RE: Mark Woodside - Development Permit Application

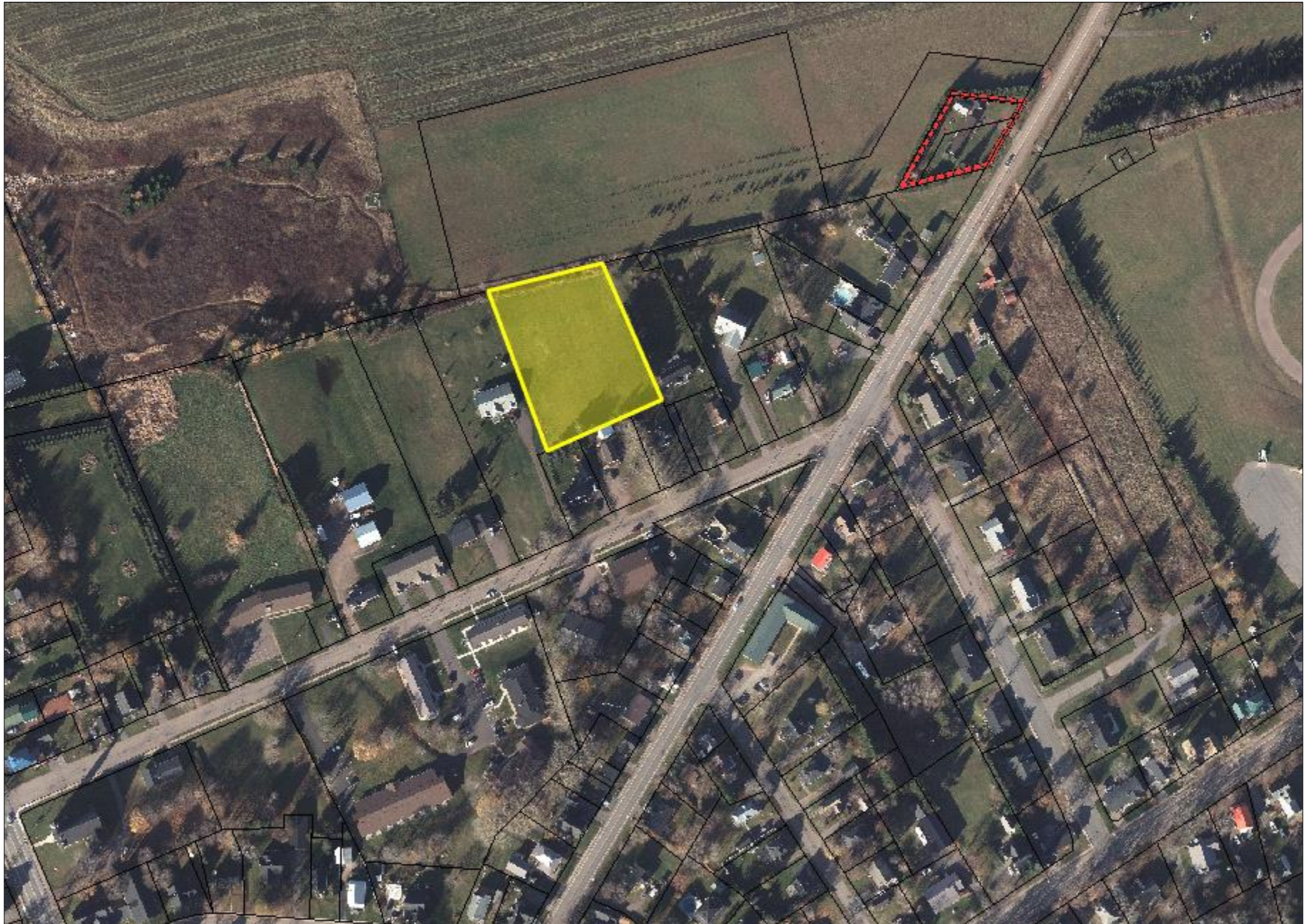
Thanks Hope.

I've reviewed the report. One question comes to mind that the property could be developed as a single family with an accessory apartment but can't be developed as a duplex. Given that the intensities are similar why could it not be developed with a duplex? I had always assumed that the comment from Janice and Luc was more around multiple-unit development i.e. a three-plex or larger and not necessarily a duplex. Any thoughts around how successful the town would be if the decision was made to deny the application was appealed to IRAC?

Geoff Baker, C.E.T.  
Chief Administrative Officer  
Town of Kensington, PE  
Tel: (902) 836-3781  
Cell: (902) 439-8849



PID No 80150







# *Town of Kensington*

*Incorporated 1914*

*P.O. Box 418*

*Kensington, P.E.I.*

*C0B 1M0*



**Mayor: Gordon Coffin**  
**Chief Administrative Officer: Geoff Baker**  
**Deputy Administrator: Wendy MacKinnon**

**Web: [www.kensington.ca](http://www.kensington.ca)**  
**Email: [mail@townofkensington.com](mailto:mail@townofkensington.com)**  
**Tel: (902) 836-3781 Fax: (902) 836-3741**

January 11, 2011

Attention: Wallace Bryanton  
Kensington, PE  
C0B 1M0

**Re: Letter of Understanding – Subdivision of Lands Owned by Wallace Bryanton**

Subject to Section 19.8 of the Town of Kensington Zoning and Subdivision Control (Development) Bylaw, the following letter shall serve as the official Agreement of Subdivision for Subdivision Plan # 10288 as drafted by Locus Surveys Ltd., being a subdivision of lands of Wallace Bryanton, located at 15 Pleasant Street (PID No. 80150).

Town Council approved the aforementioned plan on January 10, 2011 subject to an Agreement of Subdivision between the Town of Kensington and Wallace Bryanton outlining the terms and conditions of such approval.

Council's approval of the Subdivision as presented is subject to the following terms and conditions being met by the Developer and the Town of Kensington:

**1. The Developer agrees that:**

- a) The Municipality has an Official Plan and a Zoning and Subdivision Control Bylaw and any future development of Lot 10-1 or the remaining parcel shall be in compliance therewith.
- b) Any future development of the remaining parcel shall require an approved development permit from Town Council.
- c) A formal Right-of-Way Agreement shall be filed with the Provincial Registry Office in regards to Parcel R as indicated on Plan # 10288.
- d) The future provision of water and sewer servicing to the remaining portion, as indicated on Plan # 10288, shall be within the Right-of-Way indicated as Parcel R and is wholly the responsibility of the property owner.

- e) As property owner, you shall be responsible for all regulatory submittals to appropriate regulatory agencies upon the development of the remaining portion.
- f) That all other requirements under Town Bylaws and applicable Provincial and Federal legislation and regulations shall be adhered to.
- g) The Municipality does not in any manner warrant the development potential of the remaining portion as indicated on Plan # 10288.

**2. The Municipality agrees that:**

- a) Subdivision and site development shall be undertaken in accordance with all Municipal, Provincial and Federal Laws;
- b) All required permits and approvals shall be given on the basis of Subdivision Plan # 10288 as it relates to the subdivision development.

I trust that you will find the preceding terms and conditions to be acceptable. Please acknowledge these conditions by signing below and returning the letter to the Town Office.

Best Regards,

Geoff Baker, C.E.T.  
Chief Administrative Officer  
Town of Kensington

Acknowledged: \_\_\_\_\_  
Wallace Bryenton



We are honored that  
you took the time  
to visit with our  
family and we  
thank you for making  
a donation in  
memory of "our  
precious Jennie"  
to the Lions Food  
Bank. C.

During a time  
like this  
we realize how much  
our friends and relatives  
really mean  
to us....

Your expression  
of sympathy will always  
be remembered

The McCarville  
Family

## Geoff Baker

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**From:** Canada-PEI Infrastructure Program <CPEI-INFRASTRUCTURE@gov.pe.ca>  
**Sent:** March 8, 2019 9:26 AM  
**To:** Canada-PEI Infrastructure Program  
**Cc:** John Dewey; Darlene Rhodenizer; Garth Simmons; Paul Godfrey; Samantha Murphy; Shane Misener  
**Subject:** ICIP APPLICATION INTAKE/CALL and INFORMATION SESSIONS  
**Attachments:** AC & EA Final Smart Form\_V3.pdf; Adaptation Resilience & Disaster Mitigation Application- Green Final.docx; Climate Change Mitigation Application- Green Final.docx; Community Culture and Rec Application Final .docx; Environmental Quality Application FINAL Green .docx; Rural and Northern Communities Applic\_Final.docx; Adaptation, Resilience & Disaster Mitigation Project Submission Guidelines Final .pdf; Climate Change Mitigation Project Submission Guidelines Final .pdf; Community Culture & Recreation Project Submission Guidelines.pdf; Environmental Quality Project Submission Guidelines Final .pdf; Rural and Northern Communities Project Submission Guidelines\_Final.pdf

The Province's Infrastructure Secretariat (IS) will be holding an APPLICATION INTAKE/CALL for the Investing in Canada Infrastructure Program (ICIP). IS will be accepting application forms from 8:00 AM on March 8 until 4:00 PM April 26, 2019 for potential projects that can begin construction prior to December 31, 2020. The following ICIP funding streams will be open for application forms:

- Â· Climate Change Mitigation
- Â· Adaptation, Resilience and Disaster Mitigation
- Â· Environmental Quality
- Â· Community, Culture and Recreation
- Â· Rural and Northern Communities

Attached are the stream guidelines and application forms. These documents can also be downloaded from:

<https://www.princeedwardisland.ca/en/information/investing-canada-infrastructure-program-icip>

The Infrastructure Secretariat will also be hosting INFORMATION SESSIONS on the ICIP Intake/Call at various locations across the Province. We encourage someone from your organization to attend if you are interested in the new ICIP infrastructure program.

The information sessions will consist of a presentation on the program and application processes. It will be followed up with a Q&A session.

Information sessions will be held at the following locations:

MunicipalitiesQueensKingsPrinceDate March 20March 21March 22Time2:00-3:302:00-3:302:00-3:30LocationCharlottetown Inn and Conference Centre  
238 Grafton Street, Charlottetown  
Cavendish & Brackley RoomLanes Riverhouse Inn & Cottages  
33 Brook Street, Montague Banquet RoomRodd Mill River  
180 Mill River Resort Road, Bloomfield Pendergast Room

If you plan to attend, we require that you RVSP. This is to help ensure that we have sufficient space to accommodate everyone.

Please RSVP by phone (902)620-3380 or by email [CPEI-INFRASTRUCTURE@gov.pe.ca](mailto:CPEI-INFRASTRUCTURE@gov.pe.ca) no later than March 13, 2019, and indicate which session you will be attending.

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Statement of Confidentiality

This message (including attachments) may contain confidential or privileged information intended for a specific individual or organization. If you have received this communication in error, please notify the sender immediately. If you are not the intended recipient, you are not authorized to use, disclose, distribute, copy, print or rely on this email, and should promptly delete this email from your entire computer system.



Kensington Skating Club  
PO Box 539  
Kensington, PE  
C0B 1M0

Dear Sponsor,

For over half a century, the Kensington Skating Club has been hosting an annual ice show; allowing the children young and old to demonstrate their accomplishments and skills attained throughout the season. This is a local tradition that brings families, friends, and the community together.

Our annual ice show is scheduled for Friday March 8<sup>th</sup>, 2019, at the Credit Union Centre in Kensington. The ice show is something that the skaters work remarkable hard towards: through hours of practice and preparation. Also many volunteers and parents dedicate hours behind the scene preparing for this event: by planning costumes, organizing, setting up and decorating the venue. But it is not achievable without our local sponsoring businesses, organizations, and individuals.

It is sponsors who generously donate that enable the purchases of all necessary items for this event to happen; such as printing of tickets and programs, props, music and lighting, and costumes. This is the Kensington Skating Club's greatest annual fundraising event. We truly hope you consider sponsoring this worthwhile event. Each sponsorship is displayed in the ice show program, that is viewed by many.

On behalf of the Kensington Skating Club, we would like to thank you for your consideration; we hope you find your contribution towards our skaters as rewarding as we do. If you have further any questions and or concerns, please feel to contact Jennifer at (902) 303-0167 or [nelsonjenn@hotmail.com](mailto:nelsonjenn@hotmail.com) or Vicki at (902) 432-4047 or [vicwebster07@gmail.com](mailto:vicwebster07@gmail.com). Thank you for taking the time to consider this letter, we look forward to hearing from you.

Sincerely,

**Jennifer Nelson**

Jennifer Nelson

/ Vicki Webster

Kensington Skating Club Vice President / Kensington Skating Club President

## Correspondence

**Geoff Baker**

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**From:** Amy B <awbeair@live.ca>  
**Sent:** February 19, 2019 11:21 AM  
**To:** Geoff Baker  
**Subject:** Special farming and fishing tribute issues

Hi Geoff,

Hope you are having a great day!

As discussed with Mike,  
We are very excited to be preparing a special featured Farming section for our 2nd issue of the County Line Courier in March. Deadline to reserve ad space will be Feb 28th as we anticipate a huge response and will need time to prepare! This issue will line up with Farm Safety week.

Our writer is busy gathering stories and information from our communities to make this an awesome Farming issue.

We will also be preparing a Fishing issue in time for setting this year!

*- April 17<sup>th</sup> edition of  
County Line Courier.  
↳ Same Pricing*

We are contacting businesses and services in the industry to see if you would like to represent your business in this special issue for the Farming community and hope you may be interested in participating as well, representing our town of Kensington!

As you know our paper is distributed to 8200 homes and businesses through Canada Post priority mail.

Pricing begins

With a business card sized ad in black and white for \$60 plus hst  
2 card sized blocks for \$120  
3 for \$180  
4 for \$240 ... etc.

Colored pricing is as follows:

1/4 page \$250.  
1/2 page \$400  
And a full color page for \$600 plus hst

*Committee of Council directed  
staff to proceed with 1/4 page  
colour for Farming issue.*

Please reserve your spot early as many are as excited about this issue as we are and we foresee this becoming an annual feature!

Amy Beairsto

County line courier  
[mjmarketing@eastlink.ca](mailto:mjmarketing@eastlink.ca)

Enhancing Green Spaces  
in Communities



25  
ANNIVERSARY

Mise en valeur des espaces  
verts au sein des collectivités

February 25, 2019

Mayor Rowan Caseley  
**Town of Kensington**  
PO Box 418  
Kensington, Prince Edward Island C0B 1M0

Dear Mayor Caseley :

The Town of Kensington is invited to participate in the 25<sup>th</sup> Edition of Communities in Bloom.

The program offers many proven benefits: an invaluable information exchange network on best practices, growth in civic pride, tangible improvements generated by community efforts, hands-on practical recommendations provided by the volunteer judges, promotion of your community, and amongst others, tools for continuous improvement.

Your community will also be invited to submit for special achievement awards and to apply for grants offered by our sponsors and partners.

The registration form may be completed (by March 31<sup>st</sup> or later if requested) directly on-line at: <http://www.communitiesinbloom.ca/cib2019>; and click on Territorial/New Brunswick/Prince Edward Island /Newfoundland & Labrador edition.

The National Symposium on Parks & Grounds and Provincial, National & International Awards Ceremonies will be held in Yarmouth, Nova Scotia from September 25th to 28th, 2019, under the theme "Blooms by the Sea". We would be pleased to showcase your achievements and to celebrate your bloom rating and level.

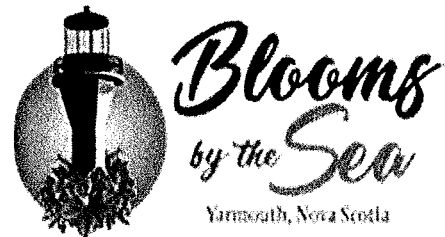
Please feel free to contact us for more information or visit our website at [www.communitiesinbloom.ca](http://www.communitiesinbloom.ca)

Hopefully, you will join us as we celebrate 25 years of enhancing green spaces in communities.

Sincerely,

Raymond Carriere,  
Founding President  
Encl.

c.c. Geoffrey Baker, Town manager





# How to Participate in Communities in Bloom

[www.communitiesinbloom.ca](http://www.communitiesinbloom.ca)

*People, Plants and Pride... Growing Together*

## THE PROGRAM

**Communities in Bloom** is a Canadian non-profit organization committed to fostering civic pride, environmental responsibility and beautification through community participation and the challenge of a national program, with focus on enhancing green spaces in communities. National beautification programs have flourished in Europe – including Great Britain, France and Ireland – for decades, and were the inspiration for Communities in Bloom.

The program began in 1995 with 29 Canadian communities and has grown to improve the quality of life in hundreds of participating communities in the provincial, national and international editions.

**All communities are invited to participate in the provincial or national editions, within their population category.**

Trained volunteer judges travel across Canada during the summer to evaluate communities and the overall contributions of municipality, businesses & institutions and residents, including volunteer efforts in regards to the following criteria:

**Tidiness** includes an overall tidiness effort by the municipality, businesses, institutions and the residents throughout the community. Elements for evaluation are parks and green spaces, medians, boulevards, sidewalks, streets; municipal, commercial, institutional and residential properties; ditches, road shoulders, vacant lots, signs and buildings; weed control, litter clean-up, graffiti prevention/removal and vandalism deterrent programs.



**Pincher Creek, AB –**  
Tidiness Award  
Winner,  
presented by Natura

**Environmental Action** pertains to the impact of human activities on the environment and the subsequent efforts and achievements of the community with respect to: policies, by-laws, programs and best practices for waste reduction and landfill diversion, composting sites, landfill sites; hazardous waste collections, water conservation, energy conservation, and environmental stewardship activities under the guiding principles of sustainable development pertaining to green spaces.



**Jasper, AB –**  
Environmental Action  
Award Winner,  
presented by the  
Canadian Nursery and  
Landscape  
Association

**Heritage Conservation** includes efforts to preserve natural and cultural heritage within the community. Preservation of natural heritage pertains to policies, plans and actions. Cultural conservation refers to the heritage that helps define the community including the legacy of tangible (built/hard assets) elements such as heritage buildings, monuments, memorials, cemeteries, artifacts, museums and intangible elements such as traditions, customs, festivals and celebrations.



**Niagara-on-the-Lake, ON –** Heritage  
Conservation Award  
Winner, presented by  
Beauti-Tone

**Urban Forestry** includes the efforts of the municipality, businesses, institutions and residents with regards to written policies, by-laws, standards for tree management (selection, planting, and maintenance), long and short-term management plans, tree replacement policies, pollinator friendly tree selection, tree inventory, and Integrated Pest Management (IPM), heritage, memorial and commemorative trees.



**Yarmouth, NS –**  
Urban Forestry  
Award Winner,  
presented by  
Communities in  
Bloom

**Landscape** includes planning, design, construction and maintenance of parks and green spaces suitable for the intended use and location on a year-round basis. Elements for evaluation include: native and introduced materials; balance of plants, materials and constructed elements; appropriate integration of hard surfaces and art elements, use of turf and groundcovers. Landscape design should harmonize the interests of all sectors of the community. Standards of execution and maintenance should demonstrate best practices, including quality of naturalization, use of groundcovers and wildflowers along with turf management.



**Sarnia, ON –**  
Landscape Award  
Winner, presented by  
Scotts® Turf Builder®

**Floral Displays** evaluates efforts of the municipality, businesses, institutions and residents to design, plan, execute, and maintain floral displays of high quality standards. Evaluation includes the design and arrangements of flowers and plants (annuals, perennials, bulbs, ornamental grasses, edible plants, water efficient and pollinator friendly plants) in the context of originality, distribution, location, diversity and balance, colour, and harmony. This pertains to flowerbeds, carpet bedding, containers, baskets and window boxes.



**Barrie, ON –**  
Floral Displays Award  
Winner, presented by  
the National Capital  
Commission



**PEI CRIME STOPPERS**  
**1-800-222-TIPS (8477)**

**P.O. Box 2703**  
**Charlottetown, PE**  
**C1A 8C3**

Mayor Rowan Caseley  
Community of Kensington  
P.O. Box 418  
Kensington PE C0B 1M0


Feb. 27<sup>th</sup>, 2019

PEI Crime Stoppers Request for Support - 2019

Dear Mayor Caseley:

On behalf of President Alan Harrington and our Board of Directors, I want to thank you, and the Town of Kensington, for your generous donation of \$100.00 towards our 2019 budget. Your donation helps to keep this program up and running, and providing vital assistance to our Policing Partners and the goal of making our communities safer. If you have any questions about the Crime Stoppers Program, or have any issues you feel we could be of assistance in resolving, please don't hesitate to contact me at any time.

Respectfully:

  
C. Scott Lundrigan  
Provincial Coordinator  
PEI Crime Stoppers





*Congratulations!*

## *Town of Kensington*

*As Member of Parliament for  
Malpeque, Prince Edward Island,  
I offer my sincere congratulations  
on your 105<sup>th</sup> Anniversary  
of Incorporation.*

*All the best in the future!*

*Hon. Wayne Easter, P.C., M.P.  
Malpeque*

