



Residents Association Where Home & Community Are One

Welcome to Kenron Estates

~ A Resident Owned Community ~

Information Package

Welcome!

Welcome to your new home. The following information was created to provide answers to commonly asked questions in Kenron Estates to help make your move an enjoyable one.

You are a Member and have ownership interest in Kenron Residents Association (KRA). This ownership bears rights and responsibilities, some of which include a financial responsibility for the operations, maintenance and repair of the common elements (Recreation Centre, landscaping, snow removal, roads, reserve fund etc.). These expenses are budgeted for annually, and each homeowner pays a proportionate share of these expenses through monthly maintenance fees. The monthly fees are set annually and include property taxes for common elements of the Association. Kenron Residents Association members pay a monthly maintenance fee which is due and payable on the first day of each month. You can pay by pre-authorized withdraw. Individual owners are assessed for property taxes for their homes and structures on the lot and are responsible for the payment of these taxes directly to the KRA, who in turn, remits payment to the municipality. Quinte West property taxes are due (March, May, June, September) and payable at the Kenron Residents Association Office. Again, you may pay by equal monthly, quarterly or in full payments pre-authorized withdraw. Tax Receipts and notifications are sent out in December.

Kenron Residents Association (KRA)

The KRA is governed by an elected Board of Directors, comprised of seven volunteer owners. The Board usually is scheduled to meet once per month; more often when necessary. Each home is entitled to one (1) vote within the 450 registered homeowners at Kenron Estates at the Annual General Board Meeting. The Board has contracted day-to-day operations of the property to an independent professional management firm; KMT & Associates Inc. KMT & Associates Inc reports directly to the Board of Directors and can be contacted as follows:

Michael and Ann Anderson, KMT & Associates Inc, Owners/Operators

3B Eastview Blvd.

Belleville, ON K8N 4Z3

Telephone: 613-394-3388

Fax: 613-394-2743

Email: mike@kenronestates.com or admin@kenronestates.com

The KMT/KRA office is opened at 8 am to 4 pm (Monday to Friday). The office is closed daily between 1230 pm and 1 pm and all statutory holidays. A reminder notice is displayed on the door with emergency contact information for Residents.

Services provided by KMT:

Water system tested daily by Licensed Operator, Maintenance of all inground water lines, Sewer cleaning, care and maintenance, Park main roadways maintenance and snow removal of main park roads, Street light maintenance, and Grass cutting in public areas.

Your New Mailing Address

Kenron residents should note that your mailing address is Belleville, even though you live in Quinte West.

Canada post will need to be notified by you, through 1-800-267-1177 or through the online chat at canadapost.ca.

Your mail box location will be identified as Unit:_____ Compartment:_____

Oversized parcels can be picked up at the Group Mailboxes in the parcel boxes or at Shoppers Drug Mart, 150 Sydney Street in Belleville.

To replace lost or stolen mail keys call or chat with Canada Post. Replacement keys cost \$29.00 plus tax and would be picked up at 150 Sydney Street, Belleville.

Annual General Meeting

The Annual General Meeting (AGM) for all homeowners (in good standing) is normally held once a year in October. At this meeting, general operational issues, proposed special projects, capital improvements, financial information and the monthly maintenance fees are discussed. As well, annual nominations and elections for Board membership will occur. Advance notices of meeting are mailed to every home owner in good standing.

Bylaws and Rules and Regulations

KRA is a not-for-profit company. A copy of their Bylaws will be given to you when you purchase your new home. It is recommended that you read these Bylaws and Rules and Regulations carefully as they outline your rights and responsibilities as an owner. If you have any questions, please contact the KRA office for additional information.

Home Improvements

As an owner, you are responsible for the maintenance and repair of your home(e.g., Paint, wallpaper, flooring, walls, cabinetry etc.) However, changes that affect the outside of the home including structural elements, exterior walls, changes to decks, roofs, trees or temporary garages etc., are not permitted without first completing an **Alteration Request form** . You can pick up this form at the office or download from our website www.kenronestates.com. This is required to ensure that the work requested meets the KRA Rules & Regulations as well as the building and zoning policies of the City of Quinte West.

Approvals : may take up to seven days, from the date received at the office. Work cannot start until approval is received.

Non-compliant work which is performed without permission may be required to be removed at the homeowner's expense.

Projects must be completed within 120 days of approval; otherwise, homeowners must resubmit their request to the KRA Board. Utility locates (Bell, Hydro, Gas, etc.) must be received prior to the work being performed. This is a no cost service and failure to do so may result in costly repairs to service lines (if damaged) at the homeowner's expense. Also, please ensure that your contractor carries up to date Liability Insurance and WSIB coverage. If they do not and an accident should occur on your site, you or your insurer can be held responsible for damages.

Please be aware that any alterations such as additions, fencing, sheds etc. must adhere to City of Quinte West building codes/by-laws in addition to any Rules and Regulations set by the Kenron Residents Association.

Don't forget that if you are having work done on your home by a contractor, make sure his price includes the removal of all debris that has originated from the job being done.

Communication

The KRA office issues periodic newsletters, notices or other correspondence when required. Newsletters throughout the year will include dates for Spring and Fall Large & Bulk Goods clean-ups and compost pick-up, Recreation Centre events and general reminders. Another way we communicate is through a voice broadcast system called **CALLFIRE**. We can type or record a message and send it out to all 450 homes within minutes. We try to only use this method for emergencies and very important messages.

Information Changes

Please update the office whenever you change your phone number, as we need a way to contact you if there is an emergency. Don't forget to let the office know of any other changes to your family including pets. If you change your banking information and are on pre-authorized payments for taxes or maintenance fees, please let the office know as soon as possible to prevent NSF charges (\$55.00 per occurrence).

Formal Complaint Procedure Process

If Kenron Estates resident would like to issue a formal complaint regarding noise disturbance, pets, reckless driving etc.: please contact the KRA office to issue a confidential complaint or submit a letter to the Board outlining your concerns. This procedure is designed to resolve problems, issues or conflicts and your privacy will be respected and your name not mentioned to the offender.

Sewer

To keep sewer systems more efficient, less backups, cost effective, and at no inconvenience to homeowners, we ask that everyone help to keep our lines obstruction free. Paper towels, J-cloths, disposable cloths, disposable diapers of all kinds and feminine products cause a great deal of problems in the lines as well as the main pump house. These items do not deteriorate. They get lodged in the sewer line causing a backup, which causes increased labour and equipment costs which is eventually placed on the homeowners. Please dispose of these products through the regular garbage. Please avoid pouring grease or cooking oil down the drains. When it cools off and solidifies it plugs up the drain and the sewer lines. Dispose of it in a container and then in the garbage. Homeowners are responsible for their plumbing from the ground up under their home. If any of the above-mentioned items are found blocking the line, the homeowner will be responsible to pay the clearing charges from the plumber.

DOG OWNERS

The owner shall be responsible for their dogs and/or pets while in Kenron Estates. The Kenron Residents Association may ban or issue sanctions against dogs they deem dangerous or aggressive, as per the Dog Owner's Liability Act. All pets must be contained on their owner's property – in the dwelling or fenced area. They shall be on a leash no longer than 2 meters in length when off the owner's property. All dogs must carry up-to-date Quinte West tags and annually provide that number, owner's name, address, telephone number and pets name to the Kenron Residents Association. The owner must ensure their pets and dogs are properly immunized and registered at the office. No kennels shall be allowed within Kenron Estates. A service dog must be a specially trained animal which assists an individual with a disability. If it is not readily apparent that the animal is a guide or service dog, then the Ontario regulations state a letter may be required. The letter must be from a regulated medical professional verifying that the animal is required for reasons relating to the individual's disabilities. The actions of the guide or service animal are the responsibility of the Owner. The Owner shall ensure that the service animal wears a vest displaying "Service Dog" when off the Owner's property;

CANADIAN FLAGS

Many residents in our community proudly display Canadian Flags, which we are very happy to see. Out of respect to our Armed Forces, Veterans and fellow Canadians, we would ask that all flags being flown be in good condition, without rips or tears. We are proud to live in such an amazing country!

Public Transportation

Quinte Access provides a service of public transportation into Trenton. Please call 613-392-9640 for rates and route information.

Community Yard Sale

Our Annual Community yard sale is held in June. If you wish to participate, you may host your own sale in your yard or driveway and will need to fill out a liability waiver at the KRA office if you intend on serving food. We will be advertising in the local papers and on the signboard at the front of the park.

COMPOST PICK UP

Weekly compost pick- up begins in April until November, every Monday . If a statutory holiday falls on a Monday, compost will be picked up the following day. Composting materials are grass, leaves, plant matter, and yard waste, but should NOT include dog waste! Biodegradable bags can be purchased at most grocery stores or hardware stores. Compost must be out to the curb by 8:00am. Brush or small tree limbs up to 2.5" in diameter must be cut in 4' lengths and tied in bundles. Loose brush piles will not be picked up. If you remove a tree, you must dispose of the tree/brush off site. It cannot be disposed of in the compound area.

LARGE & BULK GOODS/SPRING/ FALL CLEAN UP

This pick up is designed for residents who have large items which cannot be disposed of through regular garbage pickup i.e.: an old chair etc. The pickup is not for items such as recycling, renovation refuse, or hazardous waste. If these items are set out, they will not be picked up.

For disposal of electronics (TVs, computers etc.) asphalt roofing materials, tires, paints, solvents and other hazardous materials that are not picked up through regular garbage, please contact Quinte Waste Solutions at 613-394-6266 for Hazardous Waste Days and Locations.

Garbage and Recycling

Garbage and blue boxes are picked up each Friday Morning and must be set out at the end of your curb before **7 am** to ensure pickup. Refuse must be disposed of in tagged garbage bags. Garbage tags can be purchased at the KRA office or other locations (e.g., Bayside Convenience, City Hall, Smylie's Independent). Just a reminder to all Residents, that if you pack your blue box properly it will cut down on the litter throughout the community. Please place the lighter items on the bottom and the heavier items on the top. Remember to use the green bin for your household compostable waste and use the locking mechanism on the lid to prevent animals from getting into them overnight.

Winterizing

It is recommended that homeowners winterize their home if they are away during the winter months. Heat tapes should be checked each fall to ensure that pipes will not freeze. Once the warmer weather approaches, remember to unplug the heat tape from your home. This prevents unwanted hydro use during the summer should the thermostat on the heat tape fail to shut off during the warmer weather as intended.

Kenron Recreation Centre

5 Indigo Lane

Belleville, ON, K8N 4Z3

613-779-0501

kenronreccentre3@gmail.com

To: All New Residents

We would like to take this opportunity to welcome you to the Kenron community.

As a new Resident, the KRA invites you to come out and take part in a relaxed environment and perhaps enjoy a friendly game of darts or just a social drink and some stimulating conversation.

Throughout the year, we also schedule dances, BBQs, Music in the Park, live entertainment and other social events. OASIS runs programs and activities three times a week, so be sure to look for their monthly calendar at the mailboxes.

There are mixed dart leagues, euchre clubs, and numerous other social activities which are always on the lookout for new members. Should you be interested, we could provide you with contact names and updated schedule.

Our hall is also available for rental for private functions, i.e.: Birthday parties, anniversaries, family gatherings, showers or meetings. Our prices are reasonable. Come in and check them out or contact us at 613-779-0501. Should we not be available, one of our volunteers will return your call. Our business hours are posted on the door off the parking lot or on the bulletin board.

Our Recreation Centre is a community-owned endeavor and is financially dependent on the support of the patrons by way of simply joining in the festivities. As soon as you are settled in your new home, we look forward to meeting you. Your ideas and suggestions are always welcome.

The Executive Committee

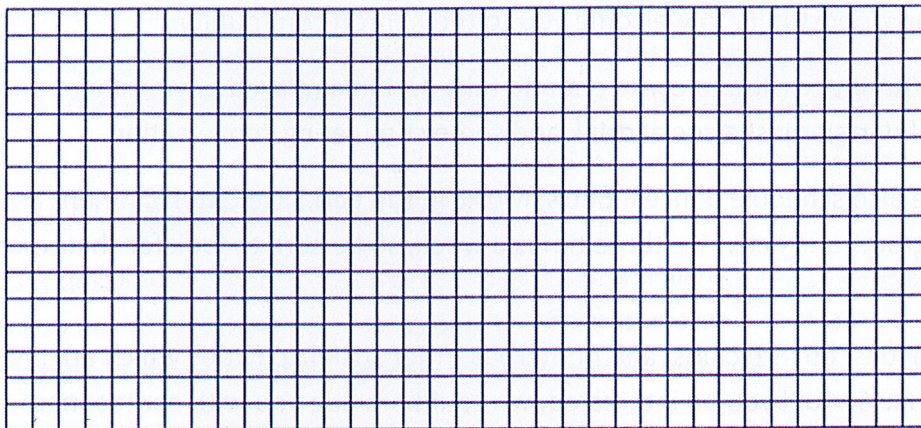
Kenron Recreation Association

**KENRON RESIDENTS ASSOCIATION
CONSTRUCTION AND ALTERATION REQUEST FORM**

I am requesting permission to: _____

Homeowners Name:	
Address:	
Telephone Number:	Construction Start Date:
Contractor:	Telephone Number:

Please sketch below a diagram of the proposed changes to your property site.
Please include a directional sign, drawing of home, location of street & property lines.



WORK CANNOT BEGIN UNTIL KRA APPROVAL HAS BEEN GIVEN. APPLICATIONS WILL BE FORWARDED TO THE CITY OF QUINTE WEST BUILDING DEPARTMENT FOR REVIEW, IF REQUIRED. APPROVALS ARE VALID FOR 120 DAYS. KMT & ASSOCIATES INC. & THE BOARD OF DIRECTORS HAVE SEVEN BUSINESS DAYS FROM RECEIPT OF APPLICATION TO REVIEW APPLICATION.

If the homeowner has hired a contractor to provide these services, it is the contractors responsibility to notify Ontario One Call for locates and ensure they have been completed prior to any work being done. If the homeowner will be performing the work themselves, it is their responsibility to notify Ontario One Call for locates. If the contractor does not get the required locates, the homeowner will assume all liability for utility damages; the Kenron Residents Association or KMT & Associates Inc. accepts no responsibility or liability. These utilities are, but not limited to, telephone gas, cable and hydro. Water and sewer locates are performed by KMT & Associates Inc. Please note that there is not charge to have locates identified. Ontario One Call <https://ontarioonecall.ca/>

With this application, I hereby acknowledge and fully understand the warnings and conditions noted.

Applicant's Signature: _____ Dated: _____

Authorized by: _____ Dated: _____
(Kenron Residents Association Representative)

Authorized by: _____ Dated: _____
(Kenron Residents Association Representative)

Homeowner contacted by _____ Dated: _____

OO QUINTE TRANSIT

TRENTON-BELLEVILLE

(effective May 1, 2025)

LOYALIST
COLLEGE

- ON-DEMAND STOP
- EARLY MORNING STOP ONLY

TOWN CENTER

TRENTON TO BELLEVILLE

TOWN CENTER	5:05	LOYALIST ARRIVE	LOYALIST MAIN	LOYALIST DEPART	TOWN CENTER
					6:15 (call for On-Demand)
6:30		6:45	6:48	7:02	7:15
7:30		7:45	7:48	8:02	8:15
8:30		8:45	8:48	9:02	9:15
10:30		10:45	10:48	11:02	11:15
11:30		11:45	11:48	12:02	12:15
12:30		12:45	12:48	13:02	13:15
13:30		13:45	13:48	14:02	14:15
15:30		15:45	15:48	16:02	16:15
16:30		16:45	16:48	17:02	17:15
17:30		17:45	17:48	18:02	18:15
18:30		18:45	18:48	19:02	19:15
19:30		19:45	19:48	20:02	20:15

If you require service, please contact our office to book a spot.
Passes can be purchased on the bus and paid for by e-transfer to:
billing@quintetransit.ca or from our office at 30 Pelham St., Trenton

SERVICE MONDAY-FRIDAY (NO SERVICE ON HOLIDAYS)

\$6.00 EACH WAY
\$5.00 EACH WAY
SENIOR/STUDENT PRICE

CASH ONLY (EXACT CHANGE REQUIRED)

ON-DEMAND SERVICE CALL TO BOOK TRIPS FROM ON-DEMAND STOPS

613.392.9640 OR 1.855.283.9640

ON-DEMAND SERVICE

- SUNNYCREEK ESTATES
- BAYVIEW ESTATES
- KENRON ESTATES

MUST BE BOOKED IN ADVANCE

TO BOOK YOUR RIDE OR FOR QUESTIONS Contact Quinte Transit:

613.392.9640 or toll free 1.855.283.9640

info@quintetransit.ca | quintetransit.ca

FOR EMERGENCIES DIAL 911

Other Helpful Numbers:

Canada Post	1-800-267-1177	E360 – Garbage	613-962-7107
Cogeco Cable	1-800-267-9000	Hydro One	1-888-664-9376
EMBRIDGE Union Gas	1-877-969-0999	Bell Canada	1-866-310-2355
OPP-Non Emergency	1-888-310-1122	Animal Control	613-966-4483
Kenron Rec Centre	613-779-0501	KMT & Associates	613-394-3388
Reliance HWT Gas Rental	866-735-4262	Ontario One Call	800-400-2255
Flyer Delivery-Trentonian	613-962-9171	SMILE program	1-888-866-6647
City of Quinte West	613-392-2841	Community Care	613-969-0130

Kenron Residents Association
Pre-Authorized Withdraw Program

Customer Information:

Name: _____

Address: _____

Banking Information:

Bank: _____

Branch Location: _____

Transit: _____ Institution #: _____ Acct #: _____

☐ I hereby authorize the Kenron Residents Association to withdrawn the monthly maintenance fee from my account of the 1st of each month.

☐ I hereby authorize the Kenron Residents Association to withdraw the proportionate share of municipal property taxes on the 15th of each month, from my account. I am aware that an adjustment to the property taxes will be made once the City of Quinte West has set the mill rate for the current year.

Customer Signature: _____ Date: _____

Attach void cheque here

Office Use Only

MF Program Start Date: _____ Entered In Computer: _____

TX Program Start Date: _____ Entered In Computer: _____

Date:	Amt:	Re: