



MINUTES GEORGETOWN TOWN COUNCIL

Monday
November 16, 2015

Mayor Lewis Lavandier
Deputy Mayor Michael Gallant
Councillor Allan Gallant
Councillor Ronald Gallant
Councillor Faye McQuillan
Councillor Toby Murphy
Councillor Mark Stephen
CAO Tonya Perry



The regular monthly meeting of the Georgetown Town Council was held in the Council Chambers on 11/16/2015, at 7:00 p.m.

Council Attendance: Mayor Lewis Lavandier
Deputy Mayor Michael Gallant
Councillor Ronald Gallant
Councillor Faye McQuillan
Councillor Toby Murphy
Councillor Mark Stephen

Regrets: Councillor Allan Gallant

Gallery Attendants: None

1. Call to Order

Mayor Lewis Lavandier called the meeting to order at 7:00 p.m.

2. Approval of Agenda: 11/16/2015

Moved for approval by Councillor F. McQuillan.
Seconded by Councillor M. Gallant. Motion Carried.

2.1. Additions to Agenda – None

2.2. Conflict of Interest Provision

Part V1, Section 23 of the *PEI Municipalities Act*, which maintains that no member of Council shall derive any profit or financial advantage from his/her position as a member of Council and, where a member of Council has any pecuniary interest in or is affected by any matter before the Council, shall declare his/her interest therein and abstain from voting and discussion thereon. **Councillor M. Gallant advised that he may not be in actual conflict, but may be an appearance of conflict with correspondence #4, will be removing himself from the room while that is discussed.**

2.3. Be advised that we are recording these proceedings; If anyone else is recording we would ask that you please declare same. **None.**

3. Business/Presentations from the Floor: Jon Locke from the Dunne Group re: Welcome PEI 2016 Advertising. Mr. Locke passed out a package talking about distribution, what they have been doing with them, the welcomepei.com site and social media, our proposed costs for 2016.

4. Minutes:

Council Meeting(s):

4.1. October 19th, 2015 Regular Council Meeting;

4.2. Adoption and Business thereof.

- **Moved for adoption by Councillor M. Gallant that the minutes of the October 19th, 2015 Regular Council Meeting be adopted as presented, seconded by Councillor M. Stephen. Motion Carried.**

5. Financial Statements (Unaudited)

5.1. General Operating Account-to October 31st, 2015

- **Moved for approval as presented by Councillor M. Gallant, Seconded by Councillor T. Murphy. Motion Carried.**

5.2. Sewer Corporation-to October 31st, 2015

- **Moved for approval as presented by Councillor M. Gallant, Seconded by Councillor T. Murphy. Motion Carried.**

6. Outstanding Expenditures (preliminary & supplementary list)

- **Moved by Councillor M. Gallant for approval to pay all outstanding expenditures as funds become available with the exception of the error regarding the wood for rebuilding of train – that amount should be corrected before paid, seconded by F. McQuillan. Motion Carried.**
Councillor M. Gallant advised that next year's Remembrance Day advertising should be cut in half, perhaps we can go with black and white smaller ad for next year, and the rest can be put back into the ceremonies. Councillor T. Murphy noted that the subtotals were not accurate.

7. List of Correspondence from October 20th to November 16th, 2015:

7.1. Eastern Chamber of Commerce re: Tax issues on rural communities; **No Action Required.**

7.2. Town of Souris re: 35th Annual Christmas parade; **No Action Required.**

7.3. West Prince Solar re: Energy report; **No Action Required.**

7.4. Valerie Gallant and Marie Wood re: Garden space; **Action Required.**

Councillor M. Gallant removed himself from the room and declared perception of conflict. Councillor R. Gallant advised he did not feel he was in conflict as he wasn't part of the discussion or the letter.

General discussion re: potential garden for Seafood 2000 employees. Councillor F. McQuillan advised that the Senior's Group will be putting in a garden also. General discussion about former Deputy Mayor Wade Williams' desire to have a community garden. Council in general agreement to allow the

Seafood 2000 employees to have a garden on Town property as per the request from Valerie Gallant and Marie Wood. Letter to be written in response. Councillor M. Gallant welcomed back into the Council Chambers.

7.5. Canadian Parks and Recreation Assoc. re: Awards; **No Action Required.**

7.6. Canadian Heritage re: Deadline November 16; **No Action Required.**

7.7. Recreation PEI re: Bios of Cabinet Ministers; **No Action Required.**

7.8. Morley Foy re: PEI Wastewater meeting; **No Action Required. Council to discuss later on in the meeting.**

7.9. Recreation PEI re: Tobacco Free Signs/French; **No Action Required.**

7.10. Basic Emergency Management Course; **No Action Required.**

8. Committee Reports

8.1. ***Finance, Government Relations - Mayor Lewis Lavandier, Chair:*** Mayor Lavandier submitted the following written report:
Monthly Meeting – November 2015

Meeting with 7 communities sometime at November's end to discuss the response from the Province. Will provide further updates as they become available.

I would like to thank everyone of the organizers for the fantastic Remembrance Day Service held this year, kudos to Councillors Michael Gallant and Toby Murphy, a big thank you to Dorothy Macdonald and special thank you to Brian Pound for an excellent job and Wayne Hambly for his excellent display. Thank you to Maroon Pig, Haley and everyone else involved.

I met with Perry Gotell and Tim Mair regarding potential projects with Destination Georgetown Port Ltd. and their Spatial Plan. We will be holding a meeting in the near future to discuss same.

Tonya and I travelled to Karen MacLeod's office and signed off on the deed of conveyance and received the cheque for the property boundary extension for Terry & Carolyn Macdonald for 100 ft wide x 150 ft deep addition to the back of their existing property on Grafton Street.

We had a very good meeting with the organizers of Cloggeroo, they will be returning with Cloggeroo August 12 -14 in 2016, we are looking forward to another successful year.

I had a meeting with Al Roach and Robert Mitchell to discuss updates on Three Rivers Area Group of 7 communities and what we plan on doing. Government is behind the idea of us working together. I would like Council to be fully aware of what we are looking at and I would like to get some input from Council on how

you feel. If you have any concerns, let me know, I will bring it to the meetings. The Ministers are only too glad to meet with us.

*Respectively Submitted,
Lewis Lavandier, Mayor*

Motion(s) from Report:

Councillor M. Gallant discussed the need for salt on our Provincially designated streets. Mayor Lavandier went in camera.

Councillor M. Gallant requested to have letters of thanks sent to the RCMP for sending 2 members to our Remembrance Day Service, as well as one to the cadets, and what can be improved upon for next year's ceremony. Councillor M. Gallant asked Councillor T. Murphy to book the trumpet player again for next year.

- ***Moved by Councillor M. Gallant to adopt Mayor Lavandier's report as presented, seconded by Councillor M. Stephen. Motion Carried.***

8.2. *King's Playhouse, Seniors Affairs and Community Heritage - Councillor Faye McQuillan, Committee Chair:* Councillor McQuillan submitted the following verbal report:

King's Playhouse: I attended last month's meeting. I contacted Tim Mair, MacBeth Brothers and Bobby McQuillan for roof quotes for heat cord for the Playhouse roof. The Playhouse Board would like to know what they are responsible for and what Council is responsible for. Haley's report is in your packages, the Playhouse is doing really well.

Following Report submitted by Councillor F. McQuillan and prepared by Haley Zavo, Executive Director, King's Playhouse:

Late October and November were filled to the brim.

Our "Week of Remembrance" was quite successful, with three days of school outreach, the annual Remembrance Day ceremony (with a large turnout), and the presentation of 'A Night to Remember'. The school matinee was particularly successful with engagement from both Georgetown and Cardigan schools.

October Events:

October 30th: The Haunting of the King's Playhouse

October 31st: A Haunted Halloween Carnival

November Events:

November 11: Remembrance Day Ceremony

November 12 & 13: A Night to Remember (We received DVA funding for our entire Week of Remembrance)

November 1st: Benefit Concert for Linda Gardiner

Upcoming Events:

November 21: "Black Tie Affair" A Gala Fundraiser for The King's Playhouse and Destination Georgetown Peninsula

November 27th: Craft Fair and House Tour

November 28th: The Atlantic String Machine

December 4th: Church Service

December 4-5: Presenting dinner theatre "Guess Who's Coming to Christmas Dinner" at the Montague Wellness Centre

December 11th: Home for the Holidays

December 13th: Down East Dance presentation

December 18-21: A Victorian Christmas Feast

December 24th: Community Christmas Service

Our programming will begin to slow down in the next month, as I will take some vacation time and Randall will be out with his back surgery.

Our children's programming will begin again in January, as well as some more community based theatre projects.

*Respectfully submitted,
Haley Zavo*

General discussion of Council regarding the responsibility of who pays for what in the King's Playhouse. General agreement that they are committed to the operations inside and that Council is responsible for any of the capital expenditures as that would be part of our financial statement. Even still with the heat cord being part of their grant, we have agreed to take it out of the money set aside for the 50/50 flu/chimney repair budget. Mayor Lavandier asked who the Playhouse chose to do their snow removal. Councillor F. McQuillan advised that she would bring it up.

Seniors & Community Heritage: They are very disappointed they didn't get to go on a bus trip this year. They are planning a Christmas get together the 1st week of December. They still play cards every Wednesday night or play bingo or some other activity.

*Respectively Submitted,
Faye McQuillan, Councillor*

Motion(s) from Report:

- **Moved by Councillor M. Gallant to adopt Councillor F. McQuillan's report as presented, seconded by Councillor M. Stephen. Motion Carried.**

8.3. Community Events & Promotion, Finance and Planning & Community Development - Committee Chair Councillor Michael Gallant: *Councillor M. Gallant submitted the following written report:*

REPORT FOR NOVEMBER 2015

Finance: As the 2015 year winds down I am asking the various committees to continue to watch their spending habits. Some Committees/ Departments sometimes have a difficult time doing this at the expense of other municipal areas. To assist committee/departments in this endeavor I believe that expenditures over a certain amount have a requisition order stating what is needed and the cost before the purchase is made and said order be signed off by the Mayor/designate, CAO, Chair of Finance/designate and the Councilor responsible/designate. I ask for Councils input on this idea over the next little while.

I am asking all Committee and departmental budgets be in by January 15, 2016 for consideration. I shall be introducing a new honorarium and expenditures bylaw in January. I am also requesting His Worship call a meeting early in the new year an in camera session to discuss items for the 2016 fiscal year and beyond.

Two building permits were issued...one for a new sign on the corner of Kent and Water and another for changing the type of siding on a house.

There was some concern raised to the Mayor, CAO and myself concerning the use or abuse concerning using what are know as temporary garages (the ones with aluminum frames and a polyester cover). Our Bylaw does not explicitly say one thing or the other on them. Several communities were asked and some were non-restrictive and some did place conditions on them if over a certain square footage. During the next In-camera meeting of Council I would like to see this discussed more fully.

5. Enclosed are proposed Bylaws and amendments for the GADC. One is a Bylaw to allow the group to borrow money, if needed, and the others have to do with meetings , notifications etc. I would like Council to pre-approve them before the Annual meeting of the G.A.D.C. In order to expedite time .

6. Remembrance Day Ceremonies went over extremely well. Much thanks to all involved especially the "unseen" organizers our office Staff and especially to Dorthy. I believe that in the future The Committee Responsible for 2016 get

things ironed out well beforehand and not leave last minute details to almost the time of the Ceremony.

*Respectfully Submitted,
Michael Gallant, Councillor.*

General discussion regarding the G.A.D.C. being quasi-independent of the Town, the Town is being requested for their approval of the changes requested to their bylaw.

Council general agreement regarding the spending acquisition suggestion for all departments.

Proposed GADC bylaw Additions and Amendments

Addition:

*BY-LAW NO. 2
being a General Borrowing By-Law of
The Georgetown and Area Development Corporation*

- 1. The Directors may and they are hereby authorized from time to time, to:
(a) Borrow money upon the credit of the Corporation;
(b) Limit or increase the amount to be borrowed;
(c) Issue bonds, debentures, debenture stock or other securities of the Corporation;
(d) Pledge or sell such bonds, debentures, debenture stock or other securities for such sums and at such prices as may be deemed expedient;
(e) Mortgage, hypothecate, charge or pledge all or any of the real or personal property, undertaking and rights of the Corporation, to secure any such bonds, debentures, debenture stock or any other liability of the Corporation.*
- 2. The Directors may from time to time by resolution delegate to any two Directors of the Corporation all or any of the powers conferred on the Directors by paragraph 1 of this by-law to the full extent thereof or such lesser extent as the Directors may in any such resolution provide.*
- 3. The powers hereby conferred shall be deemed to be in supplement of and not in substitution for any powers to borrow money for the purposes of the Corporation possessed by its Directors or officers independently of a borrowing by-law.*

Amendments:

6.03 The President or the Vice President and 50 per cent of the members constitute a quorum for all the annual or special general meetings of the Corporation

6.03 *add the following*

(a) Notwithstanding the generality of the forgoing observance of a quorum shall be the same as in Section 13.01

7.02 *No repeal or amendment of an existing by law or new bylaw shall have any effect until approved in a an annual, general or special meeting by the members of the corporation, provided such members shall have been given at least twenty on (21) days prior written notice of the proposed repeal, amendment, or addition*
7.02 *delete twenty-one (21) with seven (7)*

12.03 *A printed, written or typewritten notice stating the day, hour and place of meeting and the general nature of the business to be transacted shall be served either personally or by sending such notice to each member entitled to notice of such meeting through the post in a prepaid wrapper or letter, at least 5 days before the date of every meeting.....*

12.03 *after letter add the following "or electronic means such as email, fax, etc. "*

13.01 *Should a quorum not be present (within thirty minutes given for the time of commencement) at any annual or special general meeting of the Corporation or meeting of the Board of Directors, then a meeting of that body shall be held 7 days later at the same time and place with the members then present constituting a quorum for the purposes of that meeting*

13.01 *replace thirty minutes with twenty minutes and delete all words after Directors and substitute with the following "then the members there present being not less than three and of which one must be the President or Vice-president shall form a quorum for the purposes of that meeting".*

Motion(s) from Report:

- ***Moved by Councillor M. Gallant to approve the proposed bylaw amendments and additions as requested by the Georgetown & Area Development Corporation to their bylaw #2, being a general borrowing bylaw and proposed amendments and additions to the existing bylaws as requested, seconded by Councillor T. Murphy. Motion Carried.***
- ***Moved by Councillor M. Gallant to process the Councillor Honorariums, the Fire Department and Fire Chief's Honorariums by December 15, 2015, seconded by Councillor M. Stephen. Motion Carried.***
- ***Moved by Councillor M. Gallant to adopt his own report as presented, seconded by Councillor M. Stephen. Motion Carried.***

- 8.4. **Civic Center, E.P.E.I. Municipal Coalition, F.P.E.I.M., Three Rivers Heritage Committee and Three Rivers Sportsplex, Committee Chair– Councillor Allan Gallant, Committee Chair:** Councillor A. Gallant sent his regrets.

*Submitted by Sue Yoshikawa, Sportsplex Manager
Three Rivers Sportsplex Report November 2015*

Ice rentals have started. We have 5 minor hockey teams, 4 from Georgetown Minor Hockey and are home to the Kings County Midget AAA boys this season. We also have been gifted \$500 again this year by the Georgetown Fire Department for the public/family skates. We also have 3 teams from other organizations renting weekly ice for practices. The Cardigan Ladies are back on Sunday evenings and I have worked with the Eagles from the Old Timers league and arranged their schedule to start this past week.

The first tournament of the season just completed. We received an additional 17 hours of rental from Montague Ringette and things ran very smoothly. I gave a phone interview with The Graphic (link is on our Facebook Page) With the addition of new options in the canteen sales were great for the weekend. I have confirmed 8 tournament weekends until closing, not including Provincials.

The rink has been given 3 EDA employees, 2 until January and 1 until the end of our season. Carol has already applied for replacement workers for January.

I have been working with both our new board and the fundraising committee. We have 2 fundraisers ongoing right now. One is our elimination draw and we are over halfway with a month to sell out our tickets. The second is a co-fundraiser with the Playhouse, Holiday Home Tours and Craft Fair which will take place November 27th. There will also be a Christmas Dance the night of the elimination draw. The committee has met and discussed some new ideas for the new year.

*Sue Yoshikawa, Manager
Three Rivers Sportsplex*

- 8.5. **Civic Center, Storm Water Management and Utilities and Georgetown Fire Department – Committee Chair:** Councillor R. Gallant submitted the following written report:

Councillor Ronald Gallant – Report November 2015

I would like to thank Councillor M. Stephen for looking after my portfolio off and on as needed over the past month.

Utilities: The sewer and water bills will have a new look in the near future. The sewer department have some outstanding bills. I will try to collect the arrears that are due.

Fire Department: The Fire Department is doing quite well, they have new bunker gear. I went over the GL's and I see they are close to their budget. The GL's will be given out before every meeting and will be collected after every meeting. The firemen want to know how the bills are being paid.

Civic Center: The Civic Center needs some work in the New Year. I will meet with my committee to go over the budget. That will also include the Fire Department and the Library.

*Respectfully Submitted,
Ronald Gallant, Councillor.*

General discussion regarding the outside door of the Civic Center and accessibility and storm drains.

Motion(s) from Report:

- ***Moved by Councillor M. Gallant to adopt Councillor R. Gallant's report as presented, seconded by Councillor M. Stephen. Motion Carried.***

8.6. *Beautification, Public Works and Georgetown & Area Development Corporation – Committee Chair:* *Councillor M. Stephen submitted the following written report:*

Councillor Mark Stephen – Report November 2015

Beautification: Flowers are down; Remembrance Day Memorial Flags are up until the end of the month. I spoke Harry Nabuurs, and will have a follow up meeting with him after he returns from vacation November 14th to discuss next year's floral arrangements.

Public Works & Utilities: Ditch work is complete at the new houses for this year. He gave us a \$1,000 break due to less time needed than anticipated. The ditch work in front of James MacLeod's is now complete.

The public works truck is having fuel problems and I took it to Cardigan Garage for analysis. I investigated a 2nd truck in Montague; I do not feel it's what we would need as a second town truck. I may put in a request for next year's budget to look at an inexpensive ½ ton that the gardens crew and public works crew can utilize (and other departments).

The snow removal tenders were signed and awarded as per last month's motions

GADC: The GADC general meeting will be held on November 24th at 5:30 p.m.

General discussion and agreement of Council to allow soldiers photos to be put up on Water Street that have served for our Country but did not originally come from Georgetown, if residents are interested in purchasing them.

General discussion regarding the fuel filter of the P.W. truck being in the fuel tank, awaiting a quote.

General discussion regarding quotes that came in on tree removal for the silver maple on Gordon Street (near the corner of Kent).

General discussion regarding flushing hydrants that are in need of repair need to be tagged.

*Respectively submitted,
Mark Stephen, Councillor*

Motion(s) from Report:

- ***Moved by Councillor M. Gallant to accept the \$1,600 plus HST quote from Environmental Tree Services to remove the Gordon Street dead Silver Maple tree and stump, an amount of \$500 can be taken from the planning budget, seconded by Councillor M. Stephen. Motion Carried.***
- ***Moved by Councillor M. Gallant to adopt Councillor M. Stephen's report as presented, seconded by Councillor R. Gallant. Motion Carried.***

8.7. *Community Events & Promotion, Georgetown School Parent Group and Youth & Recreation- Committee Chair Toby Murphy:*

Georgetown School Parent Group: Georgetown Home and School meeting was held on October 21st, 2015. Everything is going well at the school. We spent most of the meeting discussing the "Proposed Board of Governance Policy" that was to come into effect to change school closure regulations. The next week we learned that the English Language School Board was dissolved. Therefore this policy will no longer be in effect.

GES students participated in several Remembrance Day activities. They attended a presentation of "A Night To Remember" as well as listening to guest speaker Betty King. I have heard lots of positive feedback from both events.

Staff and students are preparing for parent teacher interviews this Friday November 19th.

GES Home and School Association are co-hosting the first annual Christmas Home Tour on November 27th. Many thanks to Jane Simmons for taking the reins on the event. Kudos to Jane for her hard work!

We are busy gearing up for our annual Christmas Fair which will be held on Thursday December 3rd from 6-8 p.m. in the school gymnasium. The community at large will be looking forward to traditions such as the Cake Walk, Chip Chomper and Rock Paper Scissors competitions. Be sure to come out and take part in this wonderful event.

Community Events: The annual Remembrance Day Service was held on November 11th at the King's Playhouse. Although I was unable to attend, I have heard lots of positive comments on the event. Many thanks to Councillor Michael Gallant, Dorothy Macdonald, Brian Pound and Haley Zavo for their help organizing this event. The service was well attended and supported by the community. Thanks to Wayne Hambly for his amazing display and to the Maroon Pig for providing the lunch.

Tonya and I worked today to finish the application for Canada Day. We hope to receive a response by March 2016.

I am in the process of beginning to organize this year's Summer Days. I have some fresh new ideas and am looking forward to getting started on this. I hope to have a meeting in the next couple of weeks.

Youth and Recreation: Go!Play, an after school play-based program for kids is underway at Georgetown Elementary School. The program takes place after school twice weekly and runs for 12 weeks. Gary Harris is running the program this year. It is sponsored by the Eastern Region Sport and Recreation Council.

I touched base with Fern Gotell who helps organize the Youth Group at the rink on Saturday night. She expressed some concerns about cancellations having to occur due to other events upstairs at the rink on Saturday evenings. She said the Youth Group was cancelled for the last two weeks and felt it was unfair to the kids. I plan to meet with the organizers of the Youth Group to discuss this in greater detail.

*Respectively Submitted,
Toby Murphy, Councillor*

General discussion regarding youth group and tentative arrangements with the King's Playhouse for movie nights when the Sportsplex is booked. Need for criminal reference checks for leaders of the Youth Group. General discussion

regarding funds still available for youth group this year, as well as recreation, and that we haven't received any financial statements from the group yet.

General discussion about the need to pick up broken glass where they are playing ball hockey in the tennis court.

Councillor M. Gallant asked Councillor T. Murphy to send a nice thank you note to Wayne Hambly for all the Remembrance Day memorabilia. Councillor R. Gallant asked for a letter to be sent to the School – for the beautiful singing job the youth did of Flanders Fields.

Motions from report:

- ***Moved by Councillor T. Murphy to adopt her own report as presented, seconded by Councillor M. Stephen. Motion Carried.***

8.8. Administrator's Report: Tonya Perry, Chief Administrative Officer:

Our website should be ready to be launched for the middle of December. If anyone can give any pushes to the local businesses to put packages together for some free advertising for them in time for that launch, that would be greatly appreciated.

We made a last minute decision on the purchase of the sewer utility billing program. We went with UTSI in the end and they were able to save us 1/3 of the cost of the other program. They are already in Canada but we are the first in the Maritimes. It has been a busy month watching training videos on the program and Dorothy has spent a great deal of time setting up customers.

Respectfully Submitted

Tonya Perry, Chief Administrative Officer (C.A.O)

General discussion regarding packages from businesses in the Town. General discussion about launching the new website at the King's Playhouse in mid-December.

- ***Moved by Councillor M. Stephen to allow a switch to the UTSI sewer utility billing program, seconded by Councillor T. Murphy. Motion Carried.***

- 9. New Business:** *General discussion about procuring a substitute sign changer going forward to be used when necessary. General agreement of Council to allow the CAO to use her judgment on whom to use. Perhaps a past employee can be used with a gratuity when needed. Councillor R. Gallant generously offered to do sign changes as long as his health allows for it. General discussion regarding the*

upcoming Christmas Season decorating requirements. Again, Councillor R. Gallant made the offer to be a backup to get trees, etc. for Christmas if needed.

Councillor T. Murphy discussed that she would like Council to consider procuring a Marque type sign for the head of the Town for an upcoming project for consideration.

10. Adjournment:

- ***Mayor Lavandier advised there is no further business, Councillor M. Stephen moved for the meeting to be adjourned.***

Minutes recorded and submitted by:
Tonya Perry, C.A.O.
December 21st, 2015

Lewis Lavandier, Mayor

Tonya Perry, C.A.O.