



The regular monthly meeting of the Georgetown Town Council was held in the Council Chambers on 12/15/2014, at 7:00 p.m.

Council Attendance: Mayor Lewis Lavandier
Councillor Allan Gallant
Councillor Faye McQuillan
Councillor Toby Murphy
Councillor Mark Stephen

Regrets: Councillor Michael Gallant
Councillor Wade Williams

Gallery Attendants: None

MINUTES GEORGETOWN TOWN COUNCIL

Monday
December 15th, 2014

Mayor Lewis Lavandier
Deputy Mayor Wade Williams
Councillor Allan Gallant
Councillor Michael Gallant
Councillor Faye McQuillan
Councillor Toby Murphy
Councillor Mark Stephen
CAO Tonya Cameron

1. Call to Order

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

2. Approval of Agenda: 12/15/2014

Moved for approval by Councillor A. Gallant.
Seconded by Councillor M. Stephen. 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.

None.

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: None.

4. Minutes

Council Meeting(s):

- 4.1. November 17th, 2014 Regular Council Meeting;
- 4.2. Adoption and Business thereof.

• Moved for adoption by Councillor M. Stephen that the minutes of the November 17th, 2014 Regular Council



**Meeting be adopted as presented, seconded by Councillor A. Gallant.
Motion Carried.**

5. Financial Statements (Unaudited)

5.1. General Operating Account-to November 30th, 2014

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

5.2. Sewer Corporation-to November 30th, 2014

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

6. Outstanding Expenditures (preliminary & supplementary list)

- **Moved by Councillor A. Gallant for approval to pay all outstanding expenditures as funds become available, seconded by F. McQuillan.
Motion Carried.**

7. List of Correspondence from November 18th to December 15th, 2014:

7.1. TIAPEI: re: Invitation to TIAPEI Tourism Christmas Reception; **No Action required.**

7.2. Island East: re: Invitation to Sir Andrew Macphail Memorial Weekend; **No Action required.**

7.3. Tourism PEI: re: Reminder to pick up remaining literature from Tourism distribution centres; **No Action required.**

7.4. Island East: re: Invitation to Eastern PEI Christmas Social; **No Action required.**

7.5. University of PEI: re: Invitation to special announcement for the School of Sustainable Design Engineering and Centre of Engineering Design & Industry Partnerships; **No Action required.**

7.6. Island East: re: Invitation to the 2nd Annual Meeting & Conventions PEI General Meeting; **No Action required.**

7.7. CBCL Limited: re: Invitation to Annual Reception; **No Action required.**

7.8. FMI PEI Chapter: re: Invitation to Christmas Professional Development Breakfast Session; **No Action required.**

7.9. Georgetown Elementary School: re: Request for donation for annual Christmas Fair; **No Action required. (previously approved via email – sent calculators.)**

7.10. David Boyce: re: Invitation to Three Rivers watershed committee meeting; **No Action required.**

7.11. Island East: re: Invitation to Sir Andrew Macphail Homestead-Christmas; **No Action required.**

- 7.12. UPEI: re: Invitation to Official Groundbreaking Ceremony for the School of Sustainable Design Engineering; **No Action required.**
- 7.13. Town of Souris: re: Invitation to participate in the Brent Chaisson PEI Food Bank Challenge; **No Action required.**
- 7.14. Montague Rural Action Centre: re: Canada Summer Jobs Application Period; **No Action required.**
- 7.15. Infrastructure Secretariat: re: New office relocation; **No Action required.**
- 7.16. CrimeStoppers: re: Request for support; **No Action required.**
- 7.17. Island East: re: Watermark Welcome Book; **Action required.** *General discussion of Council regarding the deadline being December 15, 2014. Council declined due to the time frame and lack of budget remaining.*

8. Committee Reports

- 8.1. **Finance, Government Relations - Mayor Lewis Lavandier, Chair:** Mayor Lavandier submitted the following written report:
Monthly Meeting – December 2014

I attended the Georgetown Lion's Club annual Senior's Christmas dinner at the King's Playhouse on December 6th. I would like to thank the Lion's members and volunteers for a wonderful evening and I got a lot of positive feedback from the senior's that it is very much appreciated.

I attended the urban way finding meeting on Dec. 12th. We will be setting up a meeting with Janet Wood early in the new year with members of the STEP program group to discuss signage that will help introduce visitors to our community and also give direction to where different things are located in the Town. *General discussion and update to Council re: same.*

Also on Dec. 12th I attended a presentation from two gentlemen from Alma, New Brunswick. They were invited by Tim Mair and the members of the STEP program to explain how they were getting along as they were also involved in a STEP program in their community in Alma, New Brunswick. We had a good discussion on what worked for them and what did not. The meeting was very informative and I was glad I was able to attend. *General discussion regarding working together on this with multiple groups and everybody working on the same page with the same goal.*

We had a very good meeting with Phil Wood in regards to how things are progressing with the study for the Three Rivers Area. Phil is meeting with the other community councils and will keep or up to date as how things are going. *General update and discussion with Council.*

Kudos goes out to the young people in our community who have been showing us the real meaning of Christmas by trying to help out the less fortunate with their acts of kindness. Well done! We are proud of you all.

At this time I would like to wish each and every one of you a very, merry Christmas and a Happy New Year on behalf of Claranne and myself.

*Respectively Submitted,
Lewis Lavandier, Mayor*

Motion(s) from Report:

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

8.2. *Beautification, Civic Center, Public Works & Utilities and S.T.E.P. – Councillor Wade Williams Committee Chair:*

Councillor Wade Williams sent his regrets and submitted the following written report for December 2014:

I would like to wish a Merry Christmas to the Mayor, Council, Staff & Residents of Georgetown and a Happy New Year to all!

Public Works, Property and Utilities: West St. shore erosion protection - I would like to sure up this area further in the future. This Spring more grass around the edge of the shoreline will be needed and I would like to cut the man-made beach in half there to address ongoing erosion issues.

Catch basins were repaired by King's County. There was a huge amount of rain in a 2 day span, we faired out pretty well. Western PEI had a rough go with roads and bridges washing out.

Foster Campbell fixed sensors in the street lights. We still have bulbs that need to be replaced.

Strategic Tourism Expansion Program:

STEP Committee meeting last Wednesday, the Mayor, Councillor Toby Murphy and myself attended the last meeting which was an informative session with guest speakers from Alma New Brunswick. The STEP program is still ongoing there, it was very informative to hear from them, they shared how far along they have come with the program. Discussed sustainable tourism

Community Heritage / Beautification:

I would like to thank Joe Clory, Joe MacConnell, James Schaffer, Daryl MacKenzie, Mathew Arsenault & Jerry MacConnell for all the work they did installing the Christmas decorations. It was great to see the big tree lit up again in the gardens this year.

Respectively Submitted,
Wade Williams, Councillor

Motion(s) from Report:

- **Moved by Councillor A. Gallant to adopt Councillor W. Williams' report as presented, seconded by Councillor M. Stephen. Motion Carried.**

General discussion about possible seeding or sod at West Street Beach in the Spring.

- 8.3. **Community Events & Promotion, Community Heritage and Seniors Affairs - Councillor Faye McQuillan, Committee Chair:** Councillor McQuillan submitted the following verbal report:

Councillors Report – December 2014:

Christmas Tree Lighting: We had our annual tree lighting ceremony, it went well. There was a pretty good crowd turned out.

Seniors: The LEAP Program is almost over for the Ukulele's. We went to Souris and had a presentation there, it went really well. We have a little bit of money left over in that program we would like to give that to James for the video. But to completely finish it we need about \$3,500 by the end of January before he leaves. If anyone has anything left in there budget we really need that. We will have to work on that. We will have a showing of the video at the King's Playhouse later on in January, probably around the 25th. We will want the whole community to see that.

The new LEAP program will be starting in January, the first Wednesday of the month, it is painting. Unfortunately we have more interest than seats (25 seats available) and we will have to have a draw for that. It is great to see so much interest, we have some from the Cardigan area and outside of the Town (about 6), and so to be fair we are drawing names. Cardigan is just starting their senior's group, but were too late to apply for the grant. We did get the full grant this year, which we are really excited about.

I would like to wish everyone a Merry Christmas and Happy New Year.

*Respectively Submitted,
Faye McQuillan, Councillor*

Motion(s) from Report:

General discussion regarding name draws with L.E.A.P. program for this year.

- **Moved by Councillor A. Gallant to adopt Councillor F. McQuillan's report, seconded by Councillor T. Murphy. Motion Carried.**

8.4. E.P.E.I. Municipal Coalition, Three Rivers Heritage Rivers Committee and Youth and Recreation - Councillor Mark Stephen, Committee Chair:
Councillor Stephen submitted the following verbal report:

I am awaiting information from the Three Rivers Heritage Committee and the EPEI Coalition on when their next meetings are.

I don't have a formal report this evening. If there is anything I can do to help out with some of Wade's duties, I would be more than happy to help out.

On behalf of myself and Cindy I would like to wish everyone a very Merry Christmas and Happy New Year.

*Respectively Submitted,
Mark Stephen, Councillor*

Motion(s) from Report:

General discussion regarding what might be needed at the rink for the youth in the new year. Councillor M. Stephen advised that he welcomes any requests that James Schaffer or other members of Project Y group have in the New Year.

- **Moved by Councillor Mark Stephen to adopt his own report as presented, seconded by Councillor Faye McQuillan. Motion Carried.**

8.5. Georgetown & Area Development Corporation and Planning & Community Development: Committee Chair Councillor Michael Gallant: Councillor M. Gallant sent his regrets.

Councillor A. Gallant gave an update regarding recent building permit applications.

Council is anxious to have Councillor M. Gallant back with us and gave well wishes for him to have a speedy recovery.

8.6. Friends of Georgetown School, Georgetown & Area Volunteer Fire Department and King's Playhouse: Committee Chair Toby Murphy:

Friends of Georgetown School: The Georgetown Elementary School Home and School association met on October 29th. Principal Anna MacKenzie and Vice

Principal Sandra Walker were in attendance as well as the Home and School committee. Principal MacKenzie reported a very busy, but exciting start to the new school year. Several new staff members were welcomed. She commented on what a close knit school and community Georgetown is and how happy she is to be starting her new role as principal. Meet the Teacher night was held on September 16th and was well attended by parents. On November 19th, GoPEI hosted a Healthy Eating session for parents. It was a very interesting session and we learned a lot about how to pack nutritional lunches for our kids. Thank you to Jacob Smith for organizing.

December is a busy month at GES. Our well known Christmas Fair will be held on Thursday, December 11th in the school gym. On December 17th at 6pm, the students will be performing their Christmas concert in the gym as well. All parents and residents are welcome to attend. On December 18th, the students will be travelling to the Confederation center to see a production on Cinderella. Certainly an exciting time for all our kids!

The next meeting will take place in January of the New Year.

Georgetown & Area Volunteer Fire Department: Prepared by Fire Chief M. Gotell and presented by Councillor Toby Murphy:



Fire Report from December 1st 2013 – November 30th 2014

Fire Calls	EMS Calls	MVA Calls	Forestry Calls	Training	Meetings
15	45	0	1	8	12

Please note: This is a year-end report – total number of calls for this past year 61.

The Department was up 9 more calls than last year.

Georgetown Volunteer Fire Department Report prepared and submitted by Councillor Toby Murphy for November 2014:

GVFD held their monthly meeting on November 25th. Fire Chief Mark Gotell conducted the meeting. The Town of Georgetown Conflict of Interest Policy was handed out to members and discussed. Chief Gotell discussed the idea of getting Knock Boxes.

Chief Gotell raised concern about the departments' access to the towns municipal buildings (King's Playhouse, Civic Center and the Three Rivers Sportsplex). The concern is having to wait for a key holder of any these buildings to show up in the event of an emergency where immediate access was needed. Concerns were also raised about the liability due to having keys to these buildings sitting in the fire trucks. Chief Gotell suggested that Knock Boxes be purchased. Knock Box (a Rapid Entry System) is a small, wall-mounted safe that holds building keys that the GVFD could retrieve in an emergency situation. GVFD would hold master keys to all boxes in their response area, so that they can quickly enter a building without having to force entry or find individual keys held in deposit at the station. Further information is being collected by Chief Gotell and will be discussed at the next meeting.

There was discussion about medical calls and civic numbers. The department is quite concerned that some houses still do not have the appropriate signage for civic numbers. It was recommended by the GVFD that a letter be sent out to residents stating the proper criteria for civic numbering.

Discussion was held regarding the interior painting of the fire hall. A request was made to ask council to discuss the possibility of having an EDA worker(s) come in to work on this (perhaps there are EDA workers at rink or Playhouse that may have some extra time to take this on)

The GVFD voted unanimously (14-0) to dismiss Seth Gotell from the department due to lack of attendance and participation. A letter was being sent to Mr. Gotell on this matter. I would ask council for approval of dismissal of Seth Gotell from the Georgetown Volunteer Fire Department.

A suggestion was made by Chief Gotell to have the General Ledger for the fire department emailed to him for monthly meetings instead of being printed. This would save on paper that is generally wasted.

A copy of the year end report is included with my report.

I had the chance to meet with Fire Chief Mark Gotell on December 1st and have my orientation of the the GVFD. I had a tour of the fire hall, was introduced to the different trucks as well as the general operations our fire department. I have to admit that I was surprised at how much of an in depth operation this is. I

realized the resources required to run the department and the essential need for up to date equipment and training. I am looking forward to working with the GVFD and being a part of their continued success.

King's Playhouse: The King's Playhouse Board of Directors meeting was held November 27, 2014. Chairman Randall Fletcher conducted the meeting. The Board welcomed incoming Executive Director Haley Zavo to the meeting. Haley will begin her position early in the New Year. She is very excited to get started and extremely enthusiastic about some new initiatives she has in mind. Haley is interested in creating a mission statement/mandate for the Playhouse, starting an affordable Children's Theatre group as well as reviving the King's Players (a community theatre group for adults). The Playhouse Board is thrilled to have Haley as part of our team!

The Board is continuing to work on raising money for their Curtain Fund. A letter is being drafted and will be sent to local businesses in hopes of getting closer to their \$25,000 goal.

December is a very busy month at the Playhouse. December events are as follows:

Children's Christmas event	December 4th
Home for the Holidays	December 5th
Senior's Christmas Dinner	December 6th
Christmas Ceilidh	December 9th
Pilots Assoc. Annual Banquet	December 12th
Benefit for Jeremy Stevens	December 14th
Birthday Party	December 20th
Church Group Service	December 24th

The Board voiced their concern over vandalism that has been occurring at the Playhouse. The drain spout at the side of the building has been broken off as well the Inspection tag on the oil tanks' filler pipe has been removed. The Playhouse had to pay to have a new tag put on. The Board suggested the Town contact the RCMP to make them aware of the situation.

The Playhouse Board is anxious to get the work underneath the kitchen started. Randall asked that I contact Craig Chapman for an estimated start date. Lisa was in contact with Mr.Chapman and he is awaiting an estimate to finalize the quote.

I am very excited to be working with the Board of the King's Playhouse. We are beginning work on the highly anticipated upcoming Summer season for 2015. Next board meeting will take place December 22nd .

General discussion of Council regarding key boxes at municipal buildings – having one key to use for every lock box on every municipal building.

*Respectively Submitted,
Toby Murphy, Councillor*

Motions from report:

- ***Moved by Councillor T. Murphy to approve the dismissal of Town of Georgetown Volunteer Fire Dept. Member Seth Gotell, seconded by Councillor F. McQuillan. Motion Carried.***
- ***Moved by Councillor A. Gallant to adopt Councillor T. Murphy's report as presented, seconded by Councillor M. Stephen. Motion Carried.***

8.7. Finance and F.P.E.I.M., and Three Rivers Sportsplex: Committee Chair Councillor Allan Gallant:

Councillor A. Gallant's December 2014 Verbal Report:

Finance: Financial statements are included in your monthly hand out packages. Finances for the end of the year are on track. A few accounts are over by a small amount, but some are under, and some items haven't been budgeted for such as items at the rink.

FPEIM: I attended the FPEIM semi-annual meeting in Abrams Village on November 29th. A presentation was made on a program by FCM in regards to a Home Town Proud contest, and I am happy to say that our administration has embraced this program and submitted some good news stories, one of which won week 3. The contest runs for 8 weeks – it is good news stories of your Town that you submit on FCM website. We have had two good news stories submitted already. The prize at the end of it is a ticket anywhere Air Canada flies to bring someone home. If we win, I would like to see the kids be able to pick someone to fly home. Attended a dinner with PEIM December 11th.

General discussion regarding James Schaffer's video for Project Y being a worthy story for submission.

Three Rivers Sportsplex: I have met with the committee to look at how we can recruit a board of directors with the primary purpose of fund raising. It was agreed that we would draft up a letter. I have met with the Manager several times and have met with the book-keeper and the Manager yesterday to review the finances.

Report submitted by Sue Yoshikawa, Manager and presented by Councillor A. Gallant:

We have approximately 20 hrs a week booked on average. \$2 skate has kinda died off but kids are renting their own ice (4x) now. I have 4 people/businesses

so far that are going to sponsor a public skate over the holidays, waiting to hear back from several. They are paying \$100 each.

Jimmy Carroll is booked this weekend so that's an additional 16 hours of ice time and there will be a pub night Friday night.

Canteen Sales:

Sunday nights during the Georgetown Midget game is our busiest nights averaging \$300 in sales. We have added a few name items. Over the week I believe we are \$600 - \$800 in sales, please confirm with Carol.

Bar Sales:

We have opened the bar Monday, Wednesday and Thursday's during OT games. I had to purchase \$600 in inventory. We brought in about \$100 this week plus \$350 during the poker benefit. Pam Martin might be interested in running more tournaments through the winter.

We have 3 confirmed tournaments in January coming up.

Sue Yoshikawa, Manager
Three Rivers Sportsplex

*Respectively Submitted,
Allan Gallant, Councillor*

Motion(s) from Report:

General discussion of Council regarding rink finances.

Councillor A. Gallant wished Mayor, Council, Staff and residents a very Merry Christmas and a prosperous New Year.

- ***Moved by Councillor A. Gallant that if necessary that the Town forward funds to the Three Rivers Sportsplex to deal with any outstanding expenditures from now going forward to the end of December 2014 to be taken from their 2015 budget, in an amount up to \$10,000 for the Three Rivers Sportsplex, seconded by Councillor M. Stephen. Motion Carried.***
- ***Moved by Councillor A. Gallant that the CAO be given authority to access the Town's operating line of credit as needed going forward, seconded by Councillor F. Gallant. Motion Carried.***
- ***Moved by Councillor A. Gallant to adopt his own report as presented, seconded by Councillor F. McQuillan. Motion Carried.***

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

Tonya Cameron, CAO gave the following written report:

Three Rivers Area Study: We met with Phil Wood on November 27th for a one on one individual session with each Council. So far he has met with Lower Montague, Montague and Georgetown. He will be meeting with the other communities shortly. I have a housekeeping item I am requesting a motion for with respect to the acceptance of the tender.

Canada Day: We are working on the Canada Day Application and should have it in by mid January.

Walk of Silence: We have applied for funding for this program through the Province again – it is for a walk of silence against family violence.

On behalf of Lisa and myself, we would like to thank Council for their generosity and wish each of you and your families a very Merry Christmas and a Happy New Year.

*Respectively Submitted,
Tonya Cameron, C.A.O.*

Motion(s) from Report:

- ***Moved by Councillor A. Gallant to adopt the C.A.O.'s report as given, seconded by Councillor M. Stephen. Motion Carried.***

9. New Business:**9.1. Housekeeping items:**

Mayor Lavandier reminded Council to submit their reports in writing for the sake of clarity, and thanked Council that generally do submit their reports in writing.

- **Moved by Councillor A. Gallant that Georgetown Town Council, acting as lead on a joint project with 7 communities, (on behalf of the Town of Montague, Communities of Lorne Valley, Brudenell, Cardigan, Lower Montague, Valleyfield) – for the Development of a study for the area, accept and award the proposal of Phil Wood & Associates in the amount of \$26,000 + \$3,640 HST = \$29,640, as recommended by the Three Rivers Area Selection Sub-Committee, seconded by Councillor M. Stephen. Motion Carried.**

9.2.

- **Moved by Councillor A. Gallant that it is hereby resolved that the Town of Georgetown request the Province of Prince Edward Island to close off**

Fitzroy Street from the harbour to the Southside of Water St. and to be deeded to the Town of Georgetown to be used for such public purposes as Town Council decides is for the betterment of the Town, seconded by Councillor M. Stephen. Motion Carried.

Adjournment:

- ***Moved by Councillor T. Murphy that the meeting be adjourned as there is no further business, seconded by Councillor A. Gallant. Motion Carried.***

Minutes recorded and submitted by:
Tonya Cameron, C.A.O.
January 19th, 2015

Lewis Lavandier, Mayor

Tonya Cameron, C.A.O.