



## MINUTES GEORGETOWN TOWN COUNCIL

Monday  
June 16<sup>th</sup>, 2014

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



The regular monthly meeting of the Georgetown Town Council was held in the Council Chambers on 6/16/2014, at 7:00 p.m.

Council Attendance: Mayor Lewis Lavandier  
Councillor Allan Gallant  
Councillor Michael Gallant  
Councillor Ronnie Gallant  
Councillor Mark Stephen  
Councillor Faye McQuillan

Regrets: Deputy Mayor Wade Williams

Gallery Attendants: None

### 1. Call to Order

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

### 2. Approval of Agenda: 6/16/2014

Moved for approval by Councillor A. Gallant.  
Seconded by Councillor F. McQuillan. 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. May 20<sup>th</sup>, 2014 Regular Council Meeting;
- 4.2. Adoption and Business thereof.

• Moved for adoption by Councillor A. Gallant that the minutes of the May 20<sup>th</sup>, 2014 Regular Council Meeting be

adopted as presented, seconded by Councillor F. McQuillan. Motion Carried.

## 5. Financial Statements (Unaudited)

### 5.1. General Operating Account-to May 31<sup>st</sup>, 2014

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

### 5.2. Sewer Corporation-to May 31<sup>st</sup>, 2014

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

## 6. Outstanding Expenditures (preliminary & supplementary list)

Councillor R. Gallant requested further information regarding buckets of soil, cost per weight for Superior bin and moving invoice from civic center to Sportsplex category for the boiler inspection.

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

## 7. List of Correspondence from May 21<sup>st</sup> to June 16<sup>th</sup>, 2014:

***General Agreement of Council that all N.A.R. items are tabled as presented, and to only deal with those that require action.***

- 7.1. Georgetown Port Inc.: Re: Response to Cloggeroo request; ***No Action Required.***
- 7.2. New Horizons for Seniors Program: Re: Now accepting applications; ***No Action Required.***
- 7.3. Minister of Canadian Heritage and Official Languages: Re: Grant approval of \$3150 for Celebrate Canada; ***No Action Required.***
- 7.4. Island Shrine Club: Re: Shriners Exceptional Care Odyssey; ***No Action Required.***
- 7.5. James Schafer: Re: Request to use West Street Beach Band Stand for youth concert; ***No Further Action Required.*** (email response already sent)
- 7.6. Culture PEI: Re: Invitation to 2014 Annual General Meeting; ***No Action Required.***
- 7.7. Parks Canada: Re: Parks Canada Open House; ***No Action Required.***
- 7.8. Island East Tourism Group: Re: Two networking opportunities for Island East Tourism group members; ***No Action Required.***
- 7.9. Keith Peardon: Re: Concern over interest to purchase property #172148-***Action required. General agreement of Council to maintain current price. Council would like mail to be sent to advise they are standing with original offer price.***

- 7.10. Islands East: Re: 2014 Season at the King's Playhouse; **No Action Required.**
- 7.11. Watermark Theatre: Re: What to wear performance sale; **No Action Required.**
- 7.12. Island East Tourism Group: Re: Invitation to Annual General Meeting; **No Action Required.**
- 7.13. Fisheries, Aquaculture & Rural Development: Re: Acknowledgement of application for Three Rivers Sportsplex; **No Action Required.**
- 7.14. Georgetown Elementary: Re: Thank you for continued support; **No Action Required.**
- 7.15. Transportation and Infrastructure Renewal: Re: Invitation for special announcement regarding the Canada-Prince Edward Island Administrative Agreement of the federal Gas Tax Fund; **No Action Required.**
- 7.16. Island Welcome Centre: Re: Approval of Welcome Centre Grant; **No Action Required.**
- 7.17. Tourism PEI: Re: Welcome Centre Approval; **No Action Required.**
- 7.18. MuniSERV: Re: Introducing muniSERV.ca to PEI Municipalities; **No Action Required.**

## 8. Committee Reports

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

I attended the Annual meeting of the Panmure Light house Association on May 21st. This is a great tourist attraction for Panmure Island and area. And the committee deserves kudos for a job well done.

Tonya and I attended the Island East Annual General Meeting on May 28th. It was very interesting. A blue mussel campaign will be promoted in King's County.

On June 6th, I laid a wreath at the Montague Legion to commemorate D-Day. It was a well attended event, I was glad to be able to attend and represent the Town.

*Respectfully Submitted,  
Lewis Lavandier, Mayor*

### Motion(s) from Report:

*Mayor Lavandier gave a quick update regarding Councillor W. Williams.*

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

**8.2. *Public Works, Property, Main Street Programs, Sewer & Water Utilities-Councillor Williams & Community Heritage and Beautification, Committee Chair:***

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

Sewer & Lagoon: There are remaining piles of dirt around the perimeter of the lagoon from the last job, we will need to take a bulldozer to level it and seed it. We should have enough money set aside in the sewer budget for lagoon maintenance to look after this in 2014, but we don't have the quotes yet. The quote will include an area of about 500 meters x 10 meters.

Public Works, Property and Utilities: Joey has put spray paint and undercoating underneath the P.W. Truck, and has built up the box with side panels. We are waiting to hear back next week from Brent MacDonald who should be able to replace the light bar on the truck with an amber coloured one.

\*Public Works/Storm Water/Streets - Upcoming Work Planned:

East Street Phase I & II (work that needs to be done in next couple of years):

East St. Phase I: East Street continued from Grafton intersection down to Richmond St. intersection (East Isle Shipyard) – paving. This is not in the budget this year, but needs to be looked after when possible funding opportunities become available. Includes installation of storm management plan upgrades for East St. Quote on file from Chapman's to also pave 100 meters at 4 meters wide is \$30,000 plus HST at today's prices – this is just a rough estimate.

East St. Phase II: Replace Culverts, Roadway Culvert & Ditch on East St. & Lower East Street (from Grafton intersection back towards where we left off). The one quote we received we may need to put off for 2 or 3 years – it is for a future proposal, but we are prepared for the next time the opportunity arises for the project using infrastructure funding. Current quote is \$23,465.40 plus HST (from Chapmans).

Public Works/Storm Water Management 2014 To Do List: In order to get the following work completed this year, we will have to utilize the funds we set aside for paving/patching. We have done a good job of patching over the past couple of years and I feel we can forego it this year to look after Richmond St. storm water management issues and get this finished.

We have a quote from Chapman's (\$24,767.50 plus HST) and are awaiting a quote from King's County for the following:

**RICHMOND ST. AREA STORM WATER MANAGEMENT (QUOTE 1):**

On drawing please ignore (Hebert's pipe) – we are getting Joey to install this. Richmond St. – we are replacing the cross pipe to catch the water near B. Galaway/M. Stephen (across from R. Chiasson) it needs to be replaced. Then on the same side of the road (Galaway/Stephen) we need small ditching to drain the excessive water in the Spring – starting point at the cross pipe area (Galaway/Stephen) and will continue almost all the way down to the corner of Water St. – but will actually end near where the rails for trails cross pipe comes in (T. Parker's). (At the Rails for trails near T. Parker we also need to install a cross pipe here). There is also a small pipe before R. Chiasson's where the fill was put in that needs to be reset. This will tie into last year's work.

\*Need to send Letter to Minister from Mayor & Council re: West Street. Because of excessive water levels rising on the designated street with Spring thaw and heavy water, this could potentially become a big problem for the Province. We have done as much as possible in this area within our storm water management plan and upgrades. We are now ready for the Province to commence complimentary work at this area to prevent significant storm water problems in future. We are requesting the Province to clean up this area around the designated in-fall/out-fall and install new rock.

\*Infrastructure Project – Island Community: Storm water Quote for work at the Three Rivers Sportsplex: we are looking for a quote for collapsing east end of the Sportsplex, a bent brine line, hole under the ice surface, and proper storm water management to prevent another collapse in future. Lisa is emailing King's County requesting a quote. Lisa and Daryl have the particulars. If the funding doesn't come through for this, we are going to have to fix it one way or another.

\*West Street Shoreline Protection (Gazebo): Year after year we are losing 2 to 3 feet more. Before long it is going to go towards the boardwalk. There is erosion near the playground that has surpassed five feet or more. Where the gazebo is, it is pretty solid beside it, but, it is eating out there and going towards Clam diggers. So we need to go after whatever funding that would allow to head towards Clam Diggers and to tie in, in front of the kids park. I am looking for rock to tie in however far we can tie in with the existing collapsed gabion baskets; We are going to need to tie in with the gazebo with rock and then we can reuse and refill the collapsed gabions with rock to go a little further. We basically want to insert a "c" between the park and the gazebo. There is a little beach area that is not eating away that we can use the rock there to blend it in. We have received approval for \$14,500 out of the \$30,000 that we got a quote for. We need to look at coming up with as much of the rest as possible and get this work done a.s.a.p. while the funds are available. We are waiting for a quote from another contractor; we did receive one from Chapman's already.

\*Bandstand & Craft Shop to be repainted

Community Heritage and Beautification: AA Macdonald Memorial Gardens are really starting to take shape. We have a very small crew this year of only 2 people. They deserve a big pat on the back as they are working their butts off. We wouldn't have what we do without this dedicated staff!

Plants are coming on Monday June 16, 2014. Plants will be stored at the rink. All in all it has been a very busy winter and spring. It's all starting to come together as a completed project with the potential to give us a long term benefit and tourism draw and develop some future plans i.e. tulip festival. What we are trying to do now is come around the outskirts of the new part of the park with a tulip festival/theme of our own and the Facebook pictures have really taken off. The park is almost complete. I have been working with Tim Mair on a sign; hopefully will be ready for Canada Day. There is enough dollars left to maintain the gardens for many years to come – I would like to see them remain in some kind of a trust. The signs for West St. Beach have been ordered.

Respectfully Submitted,  
Wade Williams, Councillor

Motion(s) from Report:

***General discussion of Council to add enough money to the awarded Provincial Infrastructure Allotment for Erosion to match what is required from tenders, as we only received enough for about ½ the originally applied for quote.***

***General discussion regarding the official dedication to the late Bev & Virginia Breedon with their portrait at the AA Macdonald Memorial Gardens near the pond – dedication ceremony to be done on July 1<sup>st</sup>.***

- ***Moved by Councillor A. Gallant that CAO put out tenders for erosion prevention, upgrades for West St. Beach and library access, seconded by Councillor F. McQuillan. Motion Carried.***
- ***Moved by Councillor A. Gallant to send out a letter to the Minister requesting funding/help to resolve storm water management issues at West St., seconded by Councillor M. Stephen. Motion Carried.***
- ***Moved by Councillor A. Gallant for the adoption of Councillor W. Williams report, seconded by Councillor M. Stephen. Motion Carried.***

**8.3. Community & Media Relations and Seniors Affairs: Councillor McQuillan, Committee Chair:** Councillor McQuillan submitted the following written report:

Councillors Report – June 2014:



Seniors: Ukulele is going amazing! Our debut performance is tomorrow night at the ceilidh at 8:00 p.m., all members of Council are welcome to come. Some of the upcoming performances include Souris Club in Souris, Gillis' Lodge and I we are checking into performing in Stratford as well. This will be 4 locations.

Canada Day: Everything is booked for Canada Day. The cake is ordered. The ladies that have opened the new Café are making it this year. Entertainment is booked and BBQ is booked. We are going to do a raising of the flag this year.

Summer Days: Thursday night meeting. Everything is coming together. Bennie MacConnell is leading it again this year with his horse. Awaiting confirmation of entertainment. Rubber Boot Band hopefully to be playing in the afternoon. We have a letter ready to be sent out for the Georgetown Award. Miss Georgetown is starting to come together. Theater is booked. Strawberry Social all ready to go.

Seniors Documentary: Requesting to use \$2,500 - Councillor M. Stephen has a little bit of money leftover in recreation. I would like to use \$2,500 to go towards the documentary funding that we have to match from tourism in the amount of \$2,500.

*Respectfully Submitted,  
Faye McQuillan, Councillor*

Motion(s) from Report:

- ***Moved by Councillor M. Stephen that we use \$2,500 out of recreation budget to pay for our ½ of the seniors documentary, looking to match the \$2,500 from the Dept. of Tourism application that we have requested, seconded by Councillor A. Gallant motion carried.***

***General discussion regarding the documentary.***

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

8.4. ***Three Rivers Sportsplex & Georgetown Volunteer Fire Department, Committee Chair Councillor Ronnie Gallant: Councillor Ronnie Gallant gave the following verbal reports:***

Three Rivers Sportsplex: Nothing to report.

Civic Centre: Someone is coming to give a quote on three windows tomorrow as I do not have enough money in the budget to look after all the windows.

Veteran's Plaque: I feel that there should be enough room at the Playhouse to install the Veteran's Plaque on the wall there. I would like to see a meeting with the board as soon as possible.

Fire Dept.: No report from the Fire Dept.  
We are on a new plan for cell phone bills for the Fire Chief and the Deputy Chief that should prove a significant savings.

Councillor Allan Gallant submitted the following names from the recent Fire Dept. annual election process:

**Fire Chief – Mark Gotell**  
**Deputy Chief – Allan Gallant**  
**Deputy Chief 2 – Randy Chiasson**  
**Captain – Mark Stephen**  
**Captain – Roy Wood**  
**Captain – Tara MacIssac, we are proud - first time in Georgetown History!**  
**Captain – Aaron Blackett**  
**Secretary - Shelly Jenkins**

Motion(s) from Report:

- ***Moved by Councillor A. Gallant that we adopt the Fire Executive as presented, seconded by Councillor F. McQuillan. Motion Carried.***
- ***Moved by Councillor A. Gallant to adopt Councillor R. Gallant's report as given, seconded by Councillor M. Stephen. Motion Carried.***

*General discussion and agreement to host a Meeting next Thursday in-camera session at 7:00 p.m. for discussion on June 26, 2014 with the Playhouse.*

*General discussion regarding a trailer parked on the side of the road on Grafton Street which is a hazard to oncoming pedestrian and vehicular traffic. General agreement of Council to have CAO send out a letter to property owner to move same a safe distance from the road.*

**8.5. *Planning & Community Development, Friends of Georgetown School Parent Group and King's Playhouse, Councillor Michael Gallant Committee***

***Chair:*** Councillor M. Gallant submitted the following verbal updates:

Councillor's Report for June 2014:

Nothing new to report.

**8.6. *Youth & Recreation and King's Playhouse: Councillor Mark Stephen, Committee Chair presented the following verbal report(s):***



Youth Activities: Playground equipment has arrived. Hopefully Joe & his crew can get that installed soon, I realize he has a large list of other things to do. The youth are anxiously awaiting the skatepark to be setup. I have also received a quote from Island Bobcat for the hard ball field two dugouts that are desperately in need of straightening up, the quote for repairs is \$1,100, I have approximately \$2,500 to do this. Stephen Carroll and a couple of others have agreed to do some work including the roof.

King's Playhouse: I have nothing new to report at this time. I have not been contacted for a meeting for a couple of months, nor have I received email updates for some time. I hope this will rectify itself in time. I do see correspondence here from Julie Haddow to our Administrator enclosing the Playhouse report as follows:

*King's Playhouse Report prepared by Julie Haddow, Director and submitted and read by Councillor M. Stephen:*

*The Playhouse is in full swing! With the kickoff of the Mothers of Confederation Tea in May, the sold out 8 shows of the Dance Academy, rehearsals for Drowsy Chaperone and Blithe Spirit underway, a couple of tour groups, the Ceilidhs and several Meetings.*

*June 29th is opening night of our fantastic musical The Drowsy Chaperone, I already have booked in one bus tour for July 16th and have had inquiries from others for this show. We have been asked to perform for the first time ever in Charlottetown for the Rotary Club Luncheon, which in the past has only been open to the Confed Centre and the Harbourfront Theatre. On opening night we have hired the Locust Street Jazz Trio to perform after the show and plan to have an 1920's speakeasy. Radio commercials for our shows will begin this week.*

*We have the closing Finale of the Small Halls show which should be a sold out show on Sunday and Rawlins Cross coming on June 27th. We are holding the dates of June 21 for the Aboriginal festival for the Town and would like some more detail on what will be needed for that event as I have rehearsals and need to know if I need to reschedule them out of the auditorium. I also have June 28th held for the community garage sale, we will have a tech rehearsal that day in the auditorium but it will not affect that event in any way. I also have the days for the Georgetown Days events put on hold for the Town and am pleased that we will be able to hold the 10year anniversary of the Ceilidh that week, the closing night of the Drowsy Chaperone and our Open House which will hopefully work well with the other activities planned for the week.*

*The trolley tours around Georgetown are scheduled July 19th at 7pm, July 20th, and 21st at 1, 3 and 7 and only July 22 at 1 and 3. The actors are hired and we ironing out all the details now.*

*We are this week working on sponsorships for the Playhouse, we do already have several in place, Pressed for Time in Charlottetown, What's the Scoop, Eden's Gate, The Georgetown Inn, My Sister's Closet to name a few.*

*We also will be working on over the summer and into the fall letters to raise the \$25,000 for the stage curtains that need to be replaced as soon as possible, according to the Fire Marshall. I have applied for the Farm Credit Grant once again and we will be writing letters and holding a silent auction on the day of our open house to help raise the money. We also have a message on our ticketing system allowing people to donate to the curtain fund, this has been on for a year and has been successful in starting the ball rolling. We also have a donation box in the lobby since last summer which has also raised a little towards the fund. The Board has decided to ramp up the curtain fund campaign in the fall when we have more time to focus on it.*

*Fall once again is getting booked up with weddings, birthday parties, meetings and events so we are looking forward to it being a productive year for the Playhouse. I hope we will see you at some of our events this summer!*

Motions from report:

- ***Moved by Councillor M. Stephen to hire Island Bobcat to start the work at the dugouts at the hard ball field, seconded by Councillor F. McQuillan. Motion Carried.***

*Mayor Lavandier advised that we were advised on Friday that James Schaffer was approved to start today with the Skatepark through the EDA Program. General discussion regarding tying the youth group and skatepark together as much as possible.*

*General discussion regarding upcoming Aboriginal Festival at the King's Playhouse. Councillor F. McQuillan gave quick update re: same – 2 p.m. on Saturday, with dancers and storytellers.*

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

#### **8.7. Finance and Georgetown & Area Development Corporation: Councillor Allan Gallant, Committee Chair**

*Councillor A. Gallant's June 2014 Report:*

Finance: Financial Statements included in monthly hand out package.

GADC: Had another meeting June 2<sup>nd</sup>, regarding building permits for each individual shop.

*General discussion regarding other shops/businesses that required same in the past. General discussion regarding having the client or the GADC signing off on the permit applications.*

FPEIM: Upcoming meeting that I will be attending.

Motion(s) from Report:

*Councillor F. McQuillan gave a quick update with regards to the GADC Craft Shop EDA contracts have started.*

- ***Moved by Councillor A. Gallant to adopt his own report as presented, seconded by Councillor M. Gallant. Motion Carried.***

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

Tonya Cameron, CAO gave the following written report:

Funding: Thrilled to announce that we were awarded three projects under the PIF fund we applied for and the following have now been approved:

Civic Center Library Accessibility Ramp: no HST (we will receive a good portion of the HST back)	Awarded: \$5,490
West St. Beach Erosion Prevention: (we will need to come up with the balance of \$30,000)	\$14,283
West Street Playground Upgrades: *(includes quote for outdoor shower install)	\$6,000

EDA Contracts: I am pleased to advise that we were able to start James Schaffer today with the Rink for the next 12 weeks. He is also giving us a hand with Joe Clory's P.W.'s crew over the next few days as we are one person short for the moment.

Island East AMA Meeting: Mayor Lavandier, myself and Julie Hadow Director of King's Playhouse were all in attendance on behalf of the Town. They are launching an exciting new campaign with respect to Blue Mussels and it is going to be big! Similar to Burger Love but this time it will be just for businesses down East to participate along with the general public!

AMA: I attended the Annual Meeting of Administrators on Friday June 13, 2014. It was a very interesting meeting. I have forwarded my notes to you all today via email. There was a couple of points of interest I would like to mention, the first

being that in 2016 we will need to be able to better identify our inventory with Government, and we may need to look at applying for funding for software for same. I would like Council to start considering the option of a joint application with perhaps Souris and or Murray Harbour in relation to inventory software. Summerside, Stratford, Kensington, Cornwall, Montague, Slemon Park and maybe other PEI Municipalities are already using a Summerside based company called VUEWorks. They are available to make a presentation to Council and I did have the opportunity to see the software live in action at the June 13<sup>th</sup>, 2014 AMA meeting.

The second point of interest is a request for decision form. Both Montague and Kensington are using these forms already. Anyone looking for a decision of Council (Council and residents and staff) fill out a form with their request and a bit of background info relating to the request. It is then submitted to Council prior to the next Council meeting and recorded in the office. That way Council is not left to split second decisions live during the meeting. For this to be most effective we would probably need it to be a policy. I will forward a copy of this request to each of you so that you can look at it and review it before next month's Council Meeting, you never know it might be worth looking at working towards this.

Finally, I am proud to say that I was nominated and elected Vice President of the AMA, along with Rob Philpott as President, Shari MacDonald as Secretary and Bob Ashley as Treasurer.

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

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

*Councillor M. Gallant, Councillor A. Gallant and CAO generally discussed where we are with ordering new software for the sewer utility program and scrambling program anti-hacking for our key for internet, along with PSAB requirement software for inventory.*

## **9. New Business:**

- 9.1. *Light covers are cracked and broken in the Council Chambers, we have to get this looked it, some can be adjusted but some will need to be replaced.*
- 9.2. *Mayor Lavandier gave a quick update regarding Cloggeroo request for bar, small percentage to go back into the Cloggeroo.*
- 9.3. *General request to commemorate lest we forget in July 2014. General agreement of Council to put this on Town Sign.*

9.4. *General Request for speed sign loan from transportation if possible.*

9.5. *Request for CAO that 6:30 a.m. speeders – mention to Constable D. Doucette.*

**Adjournment:**

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

Minutes recorded and submitted by:  
Tonya Cameron, C.A.O.  
July 21<sup>st</sup>, 2014

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Lewis Lavandier, Mayor

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Tonya Cameron, C.A.O.