



**MINUTES  
GEORGETOWN  
TOWN COUNCIL  
SPECIAL  
BUDGET  
MEETING**

**Monday  
March 17<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 Special Budget Meeting of the Georgetown Town Council was held in the Council Chambers on 3/17/2014, at 6:10 p.m.**

Council Attendance: Deputy Mayor Wade Williams  
Councillor Michael Gallant  
Councillor Ronnie Gallant  
Councillor Faye McQuillan  
Councillor Mark Stephen

Absent: Councillor Allan Gallant, (on L.O.A.)  
Mayor Lewis Lavandier, sent his  
Regrets

Gallery Attendants: Angus MacPhail, the Eastern Graphic

**1. Call to Order**

Acting Mayor Wade Williams called the meeting to order at 6:10 p.m.

**2. Approval of Agenda: 3/17/2014**

**2.1. Additions to Agenda**

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

**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.

**2.3. Declaration – None.**

**3. Presentation of the 2013 Annual Budgets**

***Finance Committee: Councillor Allan Gallant, Committee Chair Leave of Absence:***

Acting Mayor Williams called upon Councillor Michael Gallant to submit the budget on behalf of the finance Committee. Councillor M. Gallant submitted the following written budget report:

Town of Georgetown - Budget 2014

2014 will continue to be a year of opportunity, challenge and discipline for the Town with the need for inter-municipal and intra-municipal cooperation in a time of financial restraints being a priority. It will be a time that the need for municipalities to cooperate in the sharing of services to their citizens will become more clear and the requirement that within each municipality that community funded entities to share and pool their finite resources in order that the municipality financial resources can be better utilized realized. Just as one municipality well-being can affect the well-being of other communities in a region so too the operations of entities within a municipality can have an impact on others.

The Georgetown Conference of 2013 gave municipalities the needed encouragement to discover avenues that will build and strengthen communities from the ground up. Individuals and communities must come together and embrace common goals, visions and best practices so that they may remain viable and vibrant. Communities and municipal entities need to realize that we cannot live in splendid isolation of each other but must pool and share resources where it is possible not when it is convenient, in order that all of our collective assets can meet the future that are both sustainable and stronger.

This year's Town budget will be another challenge for the Municipal Corporation and its operations as we face another decline in revenue. We need all to realize that if respective line item amounts are not kept it can and will have an impact on other line items or other operations. For these structures to remain strong the Town finances have to remain strong and have elements of flexibility. If not the choice becomes what services do you not want but it is what services do you want. Lines of credit must be reduced and debts continually to be diminished so that when the Town must go to borrow required infrastructure it will be able to do so.

In order to meet our budgetary requirements certain allocations to various areas have been reduced or eliminated or adjusted to meet overall objectives.

- \* There will be no increases in the municipal tax rates for both residential and commercial for 2014 and the sewerage tax rates will remain the same as in 2013.
- \* There will be a 2% wage increase for municipal employees. The Fire Departments and Fire Chief Honorarium Policy will be adjusted for 2014 and the Council Honorarium will see no increase. This does not include EDA or contract employees.
- \* Monies have been set aside to replace the upper windows in the Civic Centre, and to fix certain water problems and heating issues at the King's Playhouse.
- \* For 2014 the Town will implement a no donation policy except those recognized in the Budget.
- \* Monies for the Town Election in October have been set aside.
- \* New software for Utility billing is to be reviewed and implemented.
- \* New pins and pamphlets for the Walking Tour will not be acquired for the year 2014.
- \* Investments with the Port Authority, the new youth group, Regional cooperation efforts stemming from the Georgetown Conference and certain events under special projects will be made.

- \* In excess of \$35000 in debts will be paid including the legal costs of the Save our School lawsuit. These monies are to be reinvested into other areas in 2015.
- \* Snow removal services are to be reviewed and adjusted.
- \* Certain monies that were not reflected because of accounting practices in previous years, for example wages for the Gardens, have in this budget so that a truer picture of municipal expenditures can be made.
- \* Investments into municipal infrastructure will be made on priority basis and careful review.
- \* The former quick response vehicle of the Fire Department will be converted to a utility vehicle for Public Works.
- \* Changes to the Official Plan and Development Bylaw will be delayed until 2015.

I should like to at this time commend The Seniors Group in their efforts to keep this vital age bracket involved and recognized. The successful acquirement of funding for the group will be music to our ears later on as they learn how to play new musical instruments. Also kudos to The Summer Days Committee, Three Rivers Sportsplex Board and the King's Playhouse for their efforts in fund raising efforts for the Sportsplex. The utilization and sharing of resources must continue in this area and enhanced. The Georgetown Volunteer Fire Department with the acquisition of a newer response vehicle from the funds left from the Breedon Estate donation will ensure that our community will be better served in the abilities of our first responders. Also need to be recognized is the A.A. Gardens for continuing in a methodical manner to continue to enhance this jewel of our community and to all those that work with our youth that gives them a positive environment to be in. And finally to the GADC for their commitment to get small businesses in the Kings Square mall complex.

Budgets are about choices. They are much easier to do with more money and more resources. The Finance Committee struggled with both the need and the actual revenues at its disposal to fund all areas demanded of it and some reductions were not easy to make. It is never an enviable task when revenue does not keep up with demands. It is a balancing act between of providing a good level of service while at the same time recognizing that tax payers can only afford so much. To this end I should like all Councillors and Departments and Groups to be cognisant of this and for them to work in a spirit of cooperation and understanding and for the overall common good.

I should like to thank our Administrator Tonya Cameron, her assistant Lisa Mac Mackenzie, His Worship Mayor Lewis Lavandier and Councillor Wade Williams in making this budget for consideration. Our Administrative staff has spent much time in assembling the numbers so as to ensure that this budget is as accurate as possible. Thank you for this great effort.

The year 2014, in my estimation, will not be without some difficulties but with understanding, respect and goodwill we can overcome differences of opinion and engage our activities with the interest in furthering the common good. Together, in a united manner, lets us confront the future for the benefit of all Georgetownians.

Thank you.

Respectfully Submitted,  
Michael Gallant, Councillor

***Acting Mayor Williams thanked Councillor M. Gallant for his presentation and thanked the finance committee for their efforts with the budget this year as it was such a difficult year and a tough budget.***

- ***Councillor Michael Gallant moved that his report be adopted as read, seconded by Councillor F. McQuillan. Motion Carried.***

**4. 2014 Annual Budgets for Revenue and Expenditures:**

***4.1. Acting Chair of Finance Committee, Councillor Michael Gallant tabled :  
Town of Georgetown -2014 Budget–General Revenue Account and the  
Town of Georgetown – 2014 Sewer Budget;***

***4.2. Tabling of the 2013 Town of Georgetown Municipal Financial Information  
Return as per presented in packages. Councillor M. Gallant made the  
following motions:***

- ***Moved by Councillor M. Gallant that the 2014 Budget for the Town of Georgetown General Account be adopted as presented, seconded by Councillor F. McQuillan. Motion Carried.***
- ***Moved by Councillor M. Gallant that the 2014 Budget Town of Georgetown Sewage Corporation be adopted as presented, seconded by Councillor M. Stephen. Motion Carried.***
- ***Moved by Councillor M. Gallant that the financial statements for the Town of Georgetown 2013 be adopted as presented, seconded by Councillor F. McQuillan. Motion Carried.***
- ***Councillor M. Gallant Moved by Councillor M. Gallant that the Municipal Financial Information Return for the Town of Georgetown 2013 be adopted as presented, seconded by Councillor F. McQuillan. Motion Carried.***
- ***That the residential and commercial property tax rates be set at \$0.85 PER \$100 OF ASSESSMENT AND \$1.70 PER \$100 OF ASSESSMENT respectively for the year 2014, seconded by Councillor M. Stephen. Motion Carried.***
- ***Moved by Councillor M. Gallant that the Sewerage Tax rate be set as the same as in 2013 for 2014, seconded by Councillor F. McQuillan. Motion Carried.***

- ***Moved by Councillor M. Gallant that municipal employees be granted a pay raise of 2% for 2014. This will not include EDA or contract personnel, seconded by Councillor M. Stephen. Motion Carried.***
- ***Moved by Councillor M. Gallant that the Town support initiatives that will study and strengthen municipal governance and cooperation in the historic Three Rivers Area, seconded by Councillor M. Stephen. Motion Carried.***
- ***Moved by Councillor M. Gallant that the Administrator shall have the authority to ascertain the costs associated with new hardware and software for the Sewerage Utility, seconded by Councillor F. McQuillan. Motion Carried.***
- ***Moved by Councillor M. Gallant that building permits be set at \$25 for residential and \$100 for commercial, seconded by Councillor M. Stephen. Motion Carried.***
- ***Moved by Councillor M. Gallant that MacPherson Roche Smith & Associates would be retained for 2014 as our accounting firm and auditors for the Town of Georgetown, seconded by Councillor M. Stephen. Motion Carried.***
- ***Moved by Councillor M. Gallant that Matheson Murray & Associates be retained for 2014 as our legal firm for the Town of Georgetown, seconded by Councillor F. McQuillan. Motion Carried.***
- ***Moved by Councillor M. Gallant that the Town of Georgetown supports obtaining quotes for the refurbishing of the north east corner of the Three Rivers Sportsplex facility, seconded by Councillor M. Stephen. Motion Carried.***
- ***Moved by Councillor M. Gallant that the Town shall purchase and have installed a new truck box for the purpose of a public works utility vehicle in an amount not to exceed funds as per the 2014 budget, seconded by Councillor M. Stephen. Motion Carried.***

**5.0 New Policies (to be reviewed annually):**

**5.1 POLICIES and Change to Policy 2013-1:**

**For 2014 the Policy relating to honorariums relating to Firefighters and the Fire Chief shall be:**

**Policy 2014-1**  
**Firefighter's Honorarium**

Effective January 1, 2014 that the Town of Georgetown shall provide one lump sum to the Department on or around December 1 of 2014 for the Members Honorarium. Members of the Georgetown Fire Department shall then have the responsibility to distribute the funds to its members and Executive members of the Department including the Chief's as they deem appropriate. Any previous Policies on this matter shall be suspended effective January 1, 2014. This Policy for 2014 is to be reviewed before the Town Budget for 2015.

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- ***Moved by Councillor M. Gallant that the aforementioned Town of Georgetown Policy 2014-1 relating to fire department be adopted as presented and shall be reviewed by Town Council, on an annual basis before the presentation of the Town Budget, with input from the various departments, seconded by Councillor F. McQuillan. Motion Carried.***
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### **Policy 2014-2** **Training Courses**

Effective January 1st 2014 Firefighters who attend day long training courses (excluding in house training) will be paid a flat rate of \$50.00 per day plus mileage, meals will be the responsibility of the individual Firefighter. Mileage will be at the rate per kilometer used by the Town of Georgetown.

#### **Level 1 or 2 Training**

Effective January 1st 2014 Firefighters who enroll in either Level 1 or Level 2 Firefighting, shall be paid a lump sum of \$300.00 upon successful completion of either course. Firefighters will also be paid mileage when attending each module of the course including field training.

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### **Motor Vehicle Accident(s) Cost Recovery Billing** **Policy 2014-3**

Effective January 1st 2011 the Georgetown Fire Department shall invoice all Insurance Companies of Motor Vehicles involved in a Motor Vehicle Accident in the Georgetown and Area Fire District, so as to recover the cost associated with responding to said accident; The said monies are to be forwarded to the Town of Georgetown upon receipt and to be used for departmental operations.

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**Other Volunteer Honorarium Policy**  
**2014-4**

The Town of Georgetown shall allow the King's Playhouse Board of Directors and the Three Rivers Sportsplex Board of Directors to develop a policy relating to the honorarium(s) and or gratuity(s) for their own board members and/or staff; such policy(s) pertaining to the same must be reviewed and approved first by the Georgetown Town Council.

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- ***Moved by Councillor M. Gallant regarding the aforementioned policies 2014-2, 2014-3, 2014-4 that there shall be no change and remain enforced this year and to be reviewed by Town Council, on an annual basis before the presentation of the Town Budget, with input from the various departments, seconded by Councillor M. Stephen. Motion Carried.***

**5.2 Other Business: None.**

**6.0 Adjournment**

**Moved: by Councillor M. 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.  
April 22, 2014

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Wade Williams Deputy Mayor

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Tonya Cameron, C.A.O.

Attached:

Schedule A -Town of Georgetown -2014 Budget-General Revenue and Expenditures  
Schedule B -Town of Georgetown – 2014 Budget –Georgetown Sewer Corporation