



MINUTES GEORGETOWN TOWN COUNCIL

Monday
November 17th, 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



The regular monthly meeting of the Georgetown Town Council was held in the Council Chambers on 11/17/2014, at 7:00 p.m.

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

Gallery Attendants: Luke Arbuckle, the Eastern Graphic

1. Call to Order

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

2. Approval of Agenda: 11/17/2014

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. October 20th, 2014 Regular Council Meeting;
- 4.2. Adoption and Business thereof.

• Moved for adoption by Councillor M. Gallant that the minutes of the October 20th, 2014 Regular Council

Meeting be adopted as presented with the one correction as noted, seconded by Councillor F. McQuillan. Motion Carried.

5. Financial Statements (Unaudited)

5.1. General Operating Account-to October 31st, 2014

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

5.2. Sewer Corporation-to October 31st, 2014

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

7. List of Correspondence from October 21st to November 17th, 2014:

- 7.1. Denise Lavie: re: Request for donation for Georgetown Midget AA jerseys; **Action required.**
Due to budget constraints and earlier policy unable to grant same, CAO to send response.
- 7.2. Minister of Veterans Affairs: re: Approval of \$2413 grant for Remembrance Day service; **No Action required.**
Sincere letter of thanks to be sent to the Federal Dept. by CAO.
- 7.3. Canada-PEI Infrastructure Secretariat: re: Information concerning Small Communities Fund of the New Building Canada Fund; **No Action required.**
- 7.4. Canada-PEI Infrastructure Secretariat: re: Now accepting applications for projects under the Municipal Strategic Component of the New Gas Tax Fund; **Action required.**
To be dealt with Councillor W. Williams' report.
- 7.5. Island East: re: Movie night fundraiser in support of Panmure Island Lighthouse; **No Action required.**
- 7.6. The Honourable Lawrence MacAulay: re: Congratulations to Mayor and Council on recent election; **No Action required.**
- 7.7. The Children's Wish Foundation: re: Thank you for recent support during HMCS Run for Wishes; **No Action required.**
- 7.8. Island East: re: Sir Andrew MacPhail-Fourth Annual Christmas Craft Fair; **No Action required.**

- 7.9. Niall MacKay: re: Request for representation Georgetown to sit on Three Rivers Heritage Committee; **Action required.**
To be addressed in upcoming announcement with Standing Committee.
- 7.10. PEIWBA: re: Business mixer invitation; **No Action required.**
- 7.11. Eastern Region Sport & Recreation Council: re: Go! Seniors Lifestyles pilot project; Action required (already arranged).
- 7.12. Federation of PEI Municipalities: re: FPEIM semi-annual meeting information; **Action required.**
Council to advise Tonya or Lisa if available to attend, they will book same.
- 7.13. Island East: re: Christmas in Wood Islands Crafter's Market; **No Action required.**
- 7.14. Active Communities: re: PEIBWA Event-A Touch of Gold event; **No Action required.**
- 7.15. Donalda Delong: re: Sewer Utility Notice PID #551853; **Action required.**
• **Moved by Councillor M. Gallant to have the CAO respond via correspondence to deal with their own solicitor on this matter, seconded by Councillor A. Gallant. Motion Carried.**
- 7.16. Eastern PEI Chamber of Commerce: re: Calendar agenda; **No Action required.**
- 7.17. Recreation PEI: re: The FCM Infrastructure Report Card; **No Action required.**

8. Committee Reports

- 8.1. **Finance, Government Relations - Mayor Lewis Lavandier, Chair**: Mayor Lavandier submitted the following verbal report:

Monthly Meeting – November 2014

I would like to congratulate Council, and welcome all you folks here tonight. It's great to see you all here tonight and taking part of our first meeting. Georgetown is on the verge of some big changes, we have a lot of things planned for the next 4 years. I think we have the right team put together here tonight to make things happen here in Georgetown. The people have given us their support and they have shown they trust us to run the Town and I am very excited about that going forward. I would like to say to our outgoing Councillor, Ronald Gallant that he was an excellent Councillor, he did a lot for the Town, a lot for the Sportsplex, very conscientious and certainly I think that all Council would agree here tonight that he will be missed. We did send him a letter thanking him for his services, but I would like to publicly thank him on my behalf.

We are going to be meeting with Phil Wood & Associates next Thursday with regards to our municipal study. We are going to see what we can do to help promote our communities, our region. It's a very exciting time. It's quite unique

that all of these communities have gotten together to work for the betterment of the area and the greater common good. It's a very exciting time.

We will be having an orientation meeting with council, to go over rules, regulations and what we have to do. What we have coming up. I will be calling a meeting soon to address these things.

Again, congratulations everyone. I know you are going to do a terrific job!

*Respectfully Submitted,
Lewis Lavandier, Mayor*

Motion(s) from Report:

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

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

Councillor Wade Williams submitted the following written report for November 2014:

I would like to congratulate Mayor and fellow Councillors on your recent election. I look forward to working with the new team.

Public Works, Property and Utilities:

West St. shore erosion protection, storm water replacement on Richmond St. are near completion. Weather got a little wet; hopefully we can tidy this up. Storm water replacement by the Province (West St. Rock and clean up.) completed. I would like to thank the Province for completing this request.

Sewer Lagoon Phase III:

Exploring with Town and Stantec Consulting Ltd. (Darrell Fisher) to deal with our solids through aeration system. Town of Georgetown is discussing BlueFrog system as an option (same as Stratford). If this is the right system, this option would greatly change scope of work for Phase III. Timing for this technology may be favorable for the Town.

Strategic Tourism Expansion Program:

STEP Committee first public meeting was well received. Goals of STEP are: To assist Communities in becoming sustainable tourism destinations and accelerate the exposure of experiential tourism techniques. Formulas to a wide audience of tourism entrepreneurs and influencers.

STEP Outcome:

- (a) Have an actionable STEP forward sustainable tourism plan.
- (b) Have a network and steering committee of community leaders and stakeholders, engaged in executing the STEP forward sustainable tourism plan.
- (c) Be recognized formally as a STEP community graduate.

This is a snapshot of what we hope to achieve.

Community Heritage / Beautification:

Joe Clory started installing Christmas decorations with a new Council in place we could explore some new options.

Respectfully Submitted,
Wade Williams, Councillor

Motion(s) from Report:

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

Mayor Lavandier advised that he attended the recent public S.T.E.P. Meeting. It was very interesting, very good turnout. When community gets involved - things get done. I think it's going to be a great program going forward.

General discussion about possible and potential scenarios for Phase III.

Resolution re: Municipal Strategic Component Application - Submitted by Councillor W. Williams, seconded by Councillor M. Gallant. Motion Carried.

**Town of Georgetown
RESOLUTION
– Municipal Strategic Component Application**

Resolution submitted by Councillor Wade Williams, seconded by Councillor Michael Gallant. Motion Carried

WHEREAS, the Town of Georgetown is looking for environmentally friendly ways using green technology to improve the existing wastewater stabilization pond's effluent quality. The effluent discharges into the Georgetown Harbour, an environmentally sensitive area with several mussel leases; and

WHEREAS, the creation of an artificial wetland within the existing wastewater stabilization pond, through the use of floating membranes containing local plants that are known to consume organics and bacteria common to municipal treatment plants will improve the quality of the effluent leaving the existing treatment plant. This green technology will provide tertiary treatment at a very low operating cost, with zero power consumption and minimal maintenance costs; and

WHEREAS, the Town wishes to progress on the project as quickly as possible;

THEREFORE BE IT RESOLVED THAT, the Town of Georgetown support an application to the Municipal Strategic Component Fund in an amount of \$50,000 for the total cost of the project, and give authorization to the CAO to apply for same giving it priority number 2015-1; and

THEREFORE BE IT FURTHER RESOLVED THAT, the Town of Georgetown hereby approve an amount up to \$5,000 of its own monies to utilize towards this project; and

THEREFORE BE IT FURTHER RESOLVED THAT, the Town of Georgetown set aside an amount up to \$20,000 of its own direct gas tax allocation for the 2015-16 year to be used towards this project; and

THEREFORE BE IT FURTHER RESOLVED THAT, the Town of Georgetown accepts responsibility for the project's ongoing operations and maintenance costs, associated with this lagoon project.

- **Moved by Councillor Wade Williams to adopt this resolution, seconded by Councillor Michael Gallant. Motion Carried.**

Approved by Georgetown Town Council this 17th day of November, 2014 and the signatures of the duly authorized officials and the Town Seal affixed thereto.

Lewis Lavandier, Mayor
Approved Date: Nov. 17, 2014

Tonya Cameron, CAO
Approved Date: Nov. 17, 2014

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

Councillors Report – November 2014:

Remembrance Day: We had our Remembrance Day Ceremony; it went really well, we had an extremely large crowd there. I would like to thank the King's Playhouse and the Maroon Pig for the lovely treats afterwards.

Seniors: We are still working on ukuleles. We have one more show to do on the 3rd of December. We still have 24 people enjoying playing very much. We heard today that we were successful with the LEAP program application for funding and we will be doing oil painting this year.

Christmas Tree Lighting: We are looking at December 7th for that this year.

*Respectfully Submitted,
Faye McQuillan, Councillor*

Motion(s) from Report:

Mayor Lavandier thanked Councillor M. Gallant for all of his efforts with the Remembrance Day Service. M. Gallant thanked Lisa MacKenzie for all of the work that she did in the past week with Remembrance Day Service.

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

Councillor Faye McQuillan also welcomed all the returning Councillors and newly elected Councillor T. Murphy to the team.

8.4. Three Rivers Sportsplex & Georgetown Volunteer Fire Department, submitted by Councillor Allan Gallant:

Three Rivers Sportsplex: Report Submitted by Sue Yoshikawa, Manager

"Three Rivers Sportsplex-Report Nov. 17, 2014

The rink is up & running after a week delay due to the painter's schedule. In the past he has been able to paint during the weeknights; however his employment has changed and is now only available on weekends and needs a few weeks head's up. Regardless if your manager for the 2015-2016 season is in place it would be my suggestion that at the beginning of October 2015 the town contact Andy to make arrangements for November. Service calls regarding plant & the dehumidifier, Zamboni maintenance, furnace & fire extinguishers have taken place.

Besides the teams that play out of TRS, we have had some bookings from the King's County teams and some shinny games. I have also to date confirmed bookings for the Norseman, Rodd, Campbell's tournaments and tentatively a Jimmy Carroll. I am waiting on 2 other tournament directors to get back to me.

I have been adding daily updates, photos and other information to our Facebook page and our "likes" have almost doubled in 1 week.

We need our road sign serviced. It looks as though either heavy snow or a plow blade has torn the box off. We can still add information but it isn't illuminated. I was waiting for the Councillor in charge to approve an electrician inspection.

Additions:

I have added what I hope will be 3Xweek \$2 skates for the public after school hours and a few specials at the canteen during this time. Our first skate had 16 kids attend-\$32 and \$20 in canteen sales. On the skates alone I am hoping to earn \$1000 for the season (end of March). We are not flooding before these skates and using minimal lights and having music.

I would like to extend a FREE 1 hour skate for the public on PD days with council's approval. There is staff on hand and we would follow the same guidelines as above; no flood, minimal lights, music, canteen open.

I would also like to add 3X skate for people with kids that are in the Initiation group that aren't attending school. They are currently travelling to Montague for ice time. They are usually in the ice no more than 30 minutes in total (that's enough for the little guys) and would use it in the mornings before any flooding and do not require anything more than minimal lights.

Personnel:

The staff is working well. The schedule is not set as I am still trying to book ice and create "busy" times. I have made it clear to the staff what expectations are on slow time around the rink which this month has been plentiful.

I would like to extend gratitude to Philip Fraser and Manfred Ohlandt for answering their phones and guiding me in this new position. I would also like to thank Craig Murphy for his help with making sure I rec'd schedules, Pam Martin & Cody Jenkins for coming up and helping out with the Minor Hockey room and also to Lisa MacKenzie for all of her help and question answering. The TRS would also like to thank the Georgetown Fire Department for their donation of \$500 to allow the rink to continue to offer a Sunday afternoon public skate.

Request for Propane Shelter:

I had some issue with the propane tank valves freezing and affecting the deep fryers in the canteen. Because of where they are situated, they do not receive sunlight and get a chance for any blown snow/ice a chance to melt. I was

wondering if there is the possibility to have a shelter with a flip lid to help protect them, similar to the garbage box at Town Hall. It might be something I can have the EDA workers do but it might look better if Joe supervised.

Sue Yoshikawa”

Respectfully Submitted,

Motion(s) from Report:

General discussion regarding Propane Tanks and lids. CAO was asked to check back with Sue Yoshikawa to find out whether or not there are lids on the tanks, perhaps the question could be redirected to the propane supplier, and regulations would have to be checked into.

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 report:*

Planning: We are still awaiting word on the permit that was submitted a couple of months ago. We cannot make a determination until after we receive the survey plans. We have not heard from the company since before the municipal election.

Georgetown School: Any remaining budgeted funds for the school should now be disbursed.

*Respectfully submitted,
Michael Gallant, Councillor*

Motion(s) from report:

General discussion regarding the Town’s renewal every five years of its Official Plan and Bylaw Review. There is no sense in spending dollars until we determine where the 7 communities would like to go after the study is completed. We will have to have input from the residents, etc.

- **Moved by Councillor A. Gallant to have the CAO write a letter to Minister Sheridan to put off our official plan and bylaw review until 2016 pending the completion and input of the current study of the 7 communities, seconded by Councillor M. Gallant. Motion Carried.**

General update/discussion regarding the Eastern PEI Municipal Coalition and its mandate. The next step of the process to demonstrate their commitment with Memorandum of Understanding.

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

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

Youth & Recreation: Still awaiting a quote from blue group.

King's Playhouse: I had a meeting with Craig Chapman who will be submitting a quote to repair the water issue under the kitchen at the King's Playhouse with a new drain and catch basin with pump. This project should not disturb the parking lot.

Motions from report:

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

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

Councillor A. Gallant's November 2014 Verbal Report:

I would like to extend congratulations to our newest member of Council, Toby Murphy and to my fellow members of Council, congratulations on your re-election!

Finance: Financial Statements included in monthly hand out package.

GADC: We are actively seeking new members. We had someone approach us the other day, so his name will be coming forth at the next meeting.

FPEIM: I will be attending the Semi-Annual Meeting which is going to be held on November 29th. We received news just a couple of days ago that our President, Bruce MacDougall has taken ill and is having some health issues. I would like to see a get well card being sent to FPEIM to the President from the Town of Georgetown.

Motion(s) from Report:

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

Mayor Lavandier welcomed Toby Murphy and advised that he will be handing out the new portfolios shortly.

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

Tonya Cameron, CAO gave the following written report:

Three Rivers Area Study: I have provided budget and tax information to Phil Wood. We have an upcoming meeting with Phil Wood & Associates along with Derek French next week, they are booking one individual session with each Council shortly (ours is 6:30 p.m. next Thursday).

Halloween: Thankfully we had another quiet Halloween without incident. I would like to thank the Georgetown Minor Hockey Association and our Georgetown Fire Dept. for their great job of patrols.

Remembrance Day Service: Thank you to Councillor F. McQuillan, Councillor M. Gallant, their committee, guest speakers, the Maroon Pig and the King's Playhouse for putting on another lovely Remembrance Day Service.

Election: It was a very busy month with the election affairs; we had our municipal election on November 3rd, 2014 with an advance poll on Saturday October 25, 2014. Special thank you to Leigh McQuillan, Returning Officer and to Frank Stevens, Poll Clerk for doing a tremendous job again. Special thanks to Gordon "Red" Lavers and Doreen Wood's for being volunteer scrutineers on behalf of the Town during the count. Very special thanks to Cheryl Perry Photography for donating her services to provide beautiful council photographs. I can't wait to see what she has done for us again.

Congratulations to each of you on your recent election, on behalf of all Town staff, we look forward to working with you during this 4 year term and wish you the best of success.

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

Motion(s) from Report:

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

Mayor Lavandier thanked Tonya and Lisa for the work they did leading up to the election.

9. New Business:

9.1. Housekeeping items: to retain our current solicitor Tom Matheson of Carpenters Ricker and accountants of MacPherson, Roche, Smith & Associates.

- **Moved by Councillor M. Gallant that our current auditors and accountants and lawyers remain the same for this 4 year term of office, seconded by Councillor W. Williams. Motion Carried.**

9.2. Housekeeping items: to release budgeted amounts for honorariums for departments and individuals.

- **Moved by Councillor M. Gallant that honorariums for departments and individuals be dispersed on December 1, 2014 or thereabouts, seconded by Councillor F. McQuillan. Motion Carried.**

9.3. General discussion regarding a little bit of damage at band stand. To be dealt with in the Spring.

9.4. Mayor Lavandier presented the new Town Council Standing Committees, which were read aloud, paper copy provided:

GEORGETOWN TOWN COUNCIL
STANDING COMMITTEES–Nov. 17, 2014
MAYOR - LEWIS LAVANDIER
DEPUTY MAYOR – WADE WILLIAMS
CHIEF ADMINISTRATIVE OFFICER - TONYA CAMERON
MAYOR LAVANDIER IS EX-OFFICIO ON ALL COMMITTEES,
BOARDS OF MANAGMENT AND DEPARTMENTS

<u>DEPARTMENT</u>	<u>CHAIRPERSON</u>	<u>MEMBERS</u>
Beautification, Public Works & Utilities and S.T.E.P.	Wade Williams	Toby Murphy, Mark Stephen
Community Events & Promotion	Faye McQuillan	Allan Gallant, Michael Gallant
Civic Center	Wade Williams	Toby Murphy, Mark Stephen
E.P.E.I. Municipal Coalition and Three Rivers Heritage Rivers Committee	Mark Stephen	Toby Murphy, Wade Williams
GADC Representatives	Michael Gallant	Mark Stephen GADC Board Directors
FPEIM and Finance	Allan Gallant	Michael Gallant, Faye McQuillan
Fire Department	Toby Murphy	Mark Stephen, Wade Williams Volunteer Fire Dept. Members

King's Playhouse Theatre and Georgetown School	Toby Murphy	Mark Stephen, Wade Williams Volunteer Board of Directors
Planning & Community Development	Michael Gallant	Allan Gallant, Faye McQuillan
Senior's Affairs and Community Heritage	Faye McQuillan	Allan Gallant, Michael Gallant
Three Rivers Sportsplex	Allan Gallant	Michael Gallant, Faye McQuillan Volunteer Board of Directors
Youth & Recreation	Mark Stephen	Toby Murphy, Wade Williams

Mayor Lewis Lavandier 652-2597

Councillor Allan Gallant 652-2102

Councillor Faye McQuillan 652-2061

Councillor Mark Stephen 652-2308

CAO Tonya Cameron 652-2179

Councillor Michael Gallant 652-2352

Councillor Toby Murphy 652-2769

Councillor Wade Williams 652-2201

9.5. General discussion and general agreement of Council to allow free 1 hour skates as per request in Sue Yoshikawa's report.

Adjournment:

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

Minutes recorded and submitted by:
Tonya Cameron, C.A.O.
December 15th, 2014

Lewis Lavandier, Mayor

Tonya Cameron, C.A.O.