



The regular monthly meeting of the Georgetown Town Council was held in the Council Chambers on 5/19/2015, at 7:00 p.m.

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

Regrets: Deputy Mayor Wade Williams

Gallery Attendants: Shannon Mooney, the Eastern Graphic

MINUTES GEORGETOWN TOWN COUNCIL

Tuesday
May 19th, 2015

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: 5/19/2015

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

2.1. Additions to Agenda – None

2.2. Conflict of Interest Provision

Part V1, Section 23 of the *PEI Municipalities Act*, which maintains that no member of Council shall derive any profit or financial advantage from his/her position as a member of Council and, where a member of Council has any pecuniary interest in or is affected by any matter before the Council, shall declare his/her interest therein and abstain from voting and discussion thereon.

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. April 20th, 2015 Regular Council Meeting;
- 4.2. Adoption and Business thereof.



- **Moved for adoption by Councillor M. Gallant that the minutes of the April 20th, 2015 Regular Council Meeting be adopted as presented, seconded by Councillor M. Stephen. Motion Carried.**
- 5. Financial Statements (Unaudited)**
- 5.1. General Operating Account-to April 30th, 2015
- **Moved for approval as presented by Councillor A. Gallant, Seconded by Councillor M. Gallant. Motion Carried.**
- 5.2. Sewer Corporation-to April 30th, 2015
- **Moved for approval as presented by Councillor A. Gallant, Seconded by Councillor M. Gallant. Motion Carried.**
- 6. Outstanding Expenditures (preliminary & supplementary list)**
- **Moved by Councillor M. Gallant for approval to pay all outstanding expenditures as funds become available, seconded by M. Stephen. Motion Carried.**
- 7. List of Correspondence from April 21st to May 19th, 2015:**
- 7.1. Go PEI Re: Parks and recreation month National Health and Fitness Day; **No Action Required.**
- 7.2. Recreation PEI Re: Tobacco free property signs; **No Action Required.**
- 7.3. Earth Day Canada re: Hometown eco Heroes; **No Action Required.**
- 7.4. Ellen MacPhail re: WI Island Clean up; **No Action Required.**
- 7.5. Bobbi Jo Maclean re: resignation Kings Playhouse Board of Directors; **Action Required.**
General discussion regarding conflict of interest.
- **Moved by Councillor M. Gallant to accept the resignation of Bobbi Jo MacLean, seconded by Councillor M. Stephen. Motion Carried.**
- 7.6. Panmure Island Lighthouse Assoc. re: Annual General Meeting; **No Action Required.**
- 7.7. Tourism Industry Assoc. re: 2015 Golf Tournament; **No Action Required.**
- 7.8. Dominion Secretary re: request to organize ceremony; **Action Required.**
For further discussion at a later date.
- 7.9. Service Canada re: Applications for Community (seniors) based programs; **Action Required. Look into applying for a Senior's Helping Senior's Program.**
- 7.10. Architects Association re: presentation Island Resource Guide; **No Action Required.**
- 7.11. Federation of PEI re: website to strengthen municipalities; **No Action Required.**

- 7.12. IPAC-PEI re: Excellence in Service awards; **No Action Required.**
- 7.13. Federation of PEI re: Climate change seminar; **No Action Required.**
- 7.14. Minister of Heritage re: Celebrate Canada Program; **No Action Required.**
- 7.15. John Dewey re: Minister of National Justice Policing award; **No Action Required.**
- 7.16. Federation of PEI re: tentative meeting agenda; **No Action Required.**
- 7.17. Dwayne Snell re: tree brush removal; **No Action Required.**
- 7.18. Rural Beautification Society re: Letter of Thanks; **No Action Required.**

8. Committee Reports

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

I attended the wake and funeral for the late Frances Llewellyn and I informed the family that the Town will be planting an ornamental shrub in the gardens in her memory.

I have been asked by the STEP directors to attend a tourism community development best practice mission in Gros Morne, NFLD from May 24-28th. All expenses will be covered; it should be a great learning process with respect to tourism and development to bring home for our area. Some of the members of the S.T.E.P. committee will also be attending. I feel this will be a worthwhile venture to help us promote tourism in our Town.

CAO and myself will be setting up a meeting in the near future for the Chair and CAO or one other designate from each of the 7 communities involved with the study. Prior to the meeting we will be receiving a first draft of the study for our review. I would ask that each member of council review the study and bring any questions, comments, etc. to myself prior to the meeting date, as we would like to have good representation from council of questions available for Phil and Derek at that meeting.

*Respectively Submitted,
Lewis Lavandier, Mayor*

Motion(s) from Report:

- **General agreement of Council to put a plaque with a shrub at the AA Macdonald Memorial Gardens in memory of the late Frances Llewellyn.**
- **Moved by Councillor M. Gallant to adopt Mayor Lavandier's report as presented, seconded by Councillor A. Gallant. 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.

Motion(s) from Report: None

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

Seniors Affairs: Our Craft a night is working out very well. We try to have something different every couple of weeks... the bingo and the line dancing seems to be the biggest hit so far. I was in contact with Haley and she is going to come on June 3rd and do a session on writing your own poem, it should be interesting.

We are also working on what we can do for the LEAP program this year, we have had some great ideas.

The picture Lorraine Vatcher, the instructor for the Leap program gave us is now hanging in the town office. It looks great there and anyone that comes in can see it.

We got the approval from Judy Butler to go ahead with the Community Gardens project. I will meet with Sue to proceed with this.

Summer Days: We had our meeting with the Summer Days committee last week and we are coming along great with it... Bouncies are booked. Alan is going to try to set up a Softball tournament that weekend, and I am working with some kids to set up a paintball tournament. So things are looking good so far. We are also working on Canada Day, National Aboriginal Day & Multicultural Day we received \$3,150 for these three events.

*Respectively Submitted,
Faye McQuillan, Councillor*

Motion(s) from Report:

- **Moved by Councillor M. Gallant that the special events committee have access to the budgeted Summer Days monies when needed, seconded by Councillor M. Stephen. Motion Carried.**

I wanted to add that the bouncies are through PEI Inflatables, they have their own insurance and are adding us on as an additional insured.

- **Moved by Councillor M. Gallant to adopt Councillor F. McQuillan's report as presented, 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 M. Stephen submitted the following written report:

E.P.E.I. Municipal Coalition: They have not had any meetings.

Three Rivers Heritage: Nothing new to report.

Youth & Recreation: I did advise Project Y that Councillor A. Gallant will be requiring a statement of their expenditures every month.

*Respectively submitted,
Mark Stephen, Councillor*

Motion(s) from Report:

General discussion regarding the difference between a line budgeted expense item for expenses and a general donation.

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

8.5. Georgetown & Area Development Corporation and Planning & Community Development: Committee Chair Councillor Michael Gallant: Councillor M. Gallant submitted the following written report:

Planning & Community Development: Four building permits were issued in the last two weeks. Two were for the replacement of new decks/ramps, one for a storage building and one was for a continuation of a project.

GADC: The G.A.D.C. is facing some challenges. Several bills were recently discovered that have to be paid and the G.S.T. remittance regulations were not fully adhered to for a non-profit organization leaving the organization with some problematic financial situations. The entity is looking at ways to address this dilemma and clear up the past due items.

After some discussion with the organization's new secretary Dorothy Macdonald, I suggested to the group instead of mailing out the minutes and making additional copies for each meeting, that members receive them online and get a hard copy at the meetings. All agreed. This will save both time and postage fees (approximately \$125/year) for the organization and hopefully produce less waste.

The group will also be working to implement new terms of reference for Ms. Macdonald so as to make it more clear what her actual duties are.

Thank you to Tonya Cameron for linking the G.A.D.C.'s properties on the Town's websites. I trust that the increased exposure will generate extra interest in renting space at King Square Retail Shops.

For some time the Corporation has been trying to determine what it owns on West St. Beach. I find it truly incredible that no one, including the legal beagles, do not know who owns what where. Further to this even the G.A.D.C.'s deed for the area seems to have made a disappearance or re-located from the Municipal Office and no one seems to know where it can be found. We did have the resignation of Brendon Galway as a member of the GADC.

Motion(s) from Report:

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

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

King's Playhouse Report prepared and submitted by Councillor Toby Murphy:
On April 21, 2015, the King's Playhouse held their monthly meeting. Chairman Randall Fletcher conducted the meeting. April was a busy month for the Playhouse. Executive Director Haley Zavo is doing an amazing job! Here is a list of all the events:

April Events:

- Easter Eggstravaganza (April 4th)
- GMIST Demo (April 11th)
- Putmore Island Tempest (April 11-12)
- Mystic Drumz (April 12)
- Volunteer Tea (April 15)
- Best Practices Mission (April 17-19)
- All Candidate Meeting (April 20th)
- Rural Beautification Society (April 22nd)
- PEI Liberal Association (April 28th)
- People First Workshop (April 29th)

The Playhouse is ecstatic about its new website! It is now up and running. Go to www.kingsplayhouse.com and check it out.

The Board is also excited to be accepted into the Atlantic Moves program of the Atlantic Presenters Association. This will help them break into the dance audience base and support dance in Eastern PEI.

The Board is currently seeking program sponsors for their Summer Season. This will include 17 nights of advertising. There are different levels of advertising to fit the needs of different sponsors. This is a great opportunity for local businesses to advertise. The Playhouse is hoping to garner large crowds for The 25th

Annual Putnam County Spelling Bee, a hilarious musical about six spellers who compete for the title of the top speller at Putnam Valley Middle School.

The Playhouse is trying something new this summer. They are offering a dinner theatre once a week. The Banks and Booze Dinner Theatre is sure to be a hit as it offers a new experience for visitors to Georgetown. The Playhouse is excited about this new venture.

There were three resignations of members of the board this month. Bobbi Jo MacLean, Kendall Robbins and Ryan Stevens resigned for separate personal reasons. We would like to say thank you to all three members who gave their time to the Playhouse. The Board would like to acknowledge the hard work and dedication of these members.

The next Board meeting will be held on May 25th, 2015.

Friends of Georgetown School Report: The snow is gone!! The students of GES are thrilled to be back on the playground and on the fields. Spring is a busy time at the school. Grade 8 students are preparing for the annual trip to Halifax. They are currently fundraising for this trip. The next event is a bottle drive being held on May 23 at 10am. Residents of the town who would like to donate should leave their bottles curbside for pickup.

Students are also busy preparing for the Spring Variety show. They will be singing, dancing and acting. GES Home and School will be having a cake auction that evening as well. This event will showcase the talent we have at our school. This event is not to be missed!

It is track and field season and students are busy practicing. Students will take part in the local track meet in Montague in late May. Go Hornets!

Congrats goes out to Sam MacKenzie who represented the school at the Provincial Heritage Fair. Way to go, Sam!

Next meeting of the Home and School Association is May 20th (tomorrow evening).

Georgetown Volunteer Fire Department: I was unable to attend the monthly meeting of the GVFD as the meeting date was changed due to a death in the community. I was in contact with Fire Chief Mark Gotell he had nothing to report. Next meeting will be held June 23rd.

Prepared by Fire Chief M. Gotell and presented by Councillor Toby Murphy:



Fire Report from April 16th 2015 – May 17th 2015

Fire Calls	EMS Calls	MVA Calls	Forestry Calls	Training	Meetings
2	4	0	0	1	1

*Respectively Submitted,
Toby Murphy, Councillor*

Motions from report:

General discussion regarding fire dept. bylaw and the need for another committee meeting soon relating to same.

- ***Moved by Councillor M. Gallant that we accept Kendall Robbins and Ryan Steven's letters of resignation from the King's Playhouse Board of Directors, seconded by Councillor T. Murphy. Motion Carried.***
- ***Moved by Councillor M. Gallant that we release 50% of the school's budgeted allotment of funding in June 2015, seconded by Councillor T. Murphy. Motion Carried.***
- ***Moved by Councillor T. Murphy to adopt her own report as presented, seconded by Councillor M. Gallant. Motion Carried.***

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

Councillor A. Gallant's Verbal Report:

Finance: financial statements in packages.

FPEIM: Due to work commitments I will be unable to attend the 58th annual FPEIM meeting in Linkletter.

Three Rivers Sportsplex: Copy in your package of Sue Yoshikawa, Manager's report:

Three Rivers Sportsplex Report submitted by Councillor A. Gallant, prepared by Sue Yoshikawa, Manager:

Clean up was completed by myself and Margo and the ice surface was hosed down after the ice melt. I have suggested to Tonya and also Joe that if his crew has time the surface should be swept again and mopped.

I have provided Carol with a canteen inventory but have not completed a bar inventory as there was supposed to have been a dance in April that got postponed to May. Still waiting for GMH to provide a date.

I have contacted all of the organizations owing money to the rink. GMH is still waiting on registration money from parents and has not received payment for the provincials last time I spoke with them.

I was contacted by 4 of the 5 companies that were requested to submit quotes for the replacement of the surface lighting & completed tours. I looked into the value of trying to sell existing lighting and was advised that only a large industrial space may be inter step but most newer places would have the upgrades we are looking into. I was advised the bulbs would be worth \$5-15 per bulb however and may be easier to sell. I was also advised the lights should never be put on all at once and turning them on individually would save \$ even with upgrading. The overall impression I received is that LED would be the way to go over the 3 options we mentioned in the proposal.

I have been advertising the summer camp and hope it's successful however since our initial conversation 3 other summer camps have popped up, 2 in Montague and one in Morell. Lots of competition all of a sudden. I am working on a presentation that I would like to have where we can invite parents to come and get a little more information on what the plans are for campers. I would like to hold it before the end of May if possible.

Sue Yoshikawa, Manager

Respectively Submitted,
Allan Gallant, Councillor

Motion(s) from Report:

- **General agreement to send Sue Yoshikawa to the course as suggested by Councillor W. Williams to be paid for out of special projects.**
- **Moved by Councillor A. Gallant to adopt his own report as presented, seconded by Councillor M. Stephen. Motion Carried.**

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

Tonya Cameron, CAO gave the following written report:

Sewer Utility Billing Program: I sent Dorothy Macdonald to the Town of Montague to watch as they performed interest billing last month. This is the program that was developed by a third party and works with Simply Accounting that we have been pursuing purchasing. We were awaiting the finish of their year end under new ownership to make sure that transition was seamless, which they said it was. One little catch is that they are still having to use the program with the 2013 version of Simply with their utility billing and 2015 for payroll and general accounting as no 2015 patch has been issued yet. Apparently there is a fee of approximately \$150 - \$200 for adjustment patches on a requested basis, ie. Different messages for different customers on their billing depending on their payment preferences.

While I was making arrangements for Dorothy to visit with Souris to see their program as well, I learned that they are considering making a switch also to another utility billing within the next couple of years. As we have a similar sized office the issues they are having might also apply to us as well. Their book-keeper Patty recently attended a Baass Connect third party developer seminar they are creating a third party program for utilities on site to work with ACC PAC and/or Simply Sage. They can create the program for you, but they didn't have a price handy. Dorothy is heading to Souris at 10 a.m. on Tuesday June 2nd to watch a billing cycle run as this is still a favourite utility billing for several other PEI municipalities.

Year End: We submitted our March 31st gas tax reporting the Annual Expenditure Report before the May 15th deadline. Thankfully, that was the last report that needed to be submitted for year end this year.

EDA & JFY: Public Works Crew #1 AA Macdonald Gardens Crew started this Monday.

Change House/BeachHouse: Officially opened over the long weekend. One of the shower heads had to be replaced and a little bit of further work to one of the stalls will be needed in the upcoming days to have each stall working properly. This holiday weekend we welcomed Alma McQuillan back for beach house upkeep.

Storm Water Management: There is a storm water management issue that has cropped up over the past two springs on Richmond Street in a ditch that lies in front of a low lying vacant lot owned by B. Prosper. After looking at the situation with the Mayor, Joe Clory and some residents we have asked King's County Construction to return to the site of their work last fall *(one and two ditches away) to investigate what can be done to prevent further similar problem. King's

County Construction has confirmed that they should be here this week or next to review. While we have had many issues this spring with storm water management, this one issue in particular may be relating directly to our storm water management plan work from last fall and I will provide any information to Council regarding same as we get it.

Fire Tax: Mayor Lavandier and myself met with Rural Fire Chair John Walsh Sr. to discuss our request to increase taxes and the process of doing same. Mr. Walsh advised that the process is as follows:

By the end of the first week of January of any year he would ask that Town Council submit their request for increase in a dollar amount;
He will then advertise a public meeting in a newspaper and get the Province working with them on what the cent increase per \$100 value will be needed in order to match the dollar amount requested by Council;
Conduct the public meeting before the end of February so that he can fill out the paper work by mid-March with the Province for the set increase.
He is happy to work with us on the request for next year, but unfortunately his paperwork was already filed with the Province by mid-March for the rates for 2015.

The Late Laura Mair: As of today's date, we have now received a total of \$621 in donations to the AA Macdonald Memorial Gardens in memory of the late Laura Mair. It was so nice of both the late Laura Mair and her family and friends to remember the Town's gardens; I will await instruction from Council as to how to utilize the funds in the gardens.

S.T.E.P.: I attended the last meeting of S.T.E.P. which was open to the public on May 14th at the King's Playhouse. Please note that all members of Council have been given a personal invitation via their Councillor's Mailboxes for their next session on Thursday June 4, 2015 at 6:30 p.m. This session is to unveil their 2015 plan, and they have requested an rsvp by Friday, May 29. Please advise of your availability so that I may rsvp for the group.

Town Website: I am excited to begin working on the new Town Website. I have had two different suggestions from members of Council as to how to go forward, the first being from Councillor A. Gallant to have the Mayor to appoint a committee to conduct meetings with the web designer and make decisions at a committee level, also working with Haley Batchilder to see if we can have some form of continuity between the two new websites. I am pleased to advise that the Playhouse has already launched their new website. The second suggestion came from Councillor M. Gallant to invite a couple of citizens, for example from STEP, GADC, etc. Both are good suggestions, I would just like final instruction/approval from Council to move forward with one of them.

Cloggeroo: This year Cloggeroo would like to return on Friday August 14, 15 & 16, 2015 to Georgetown. The event organizers have planned their AGM for

Wednesday May 27th at 7:00 p.m. in the meeting room here at the Georgetown Town Hall. All members of the public are welcome to attend.

They do have a few questions for Council which I emailed to you today. I can read out the questions now, or have council respond via email.

Questions for Council:

- Can we have permission again to go to 11 p.m. with music at West Street Park?
-
- **Moved by Councillor M. Stephen to allow for music to go to 11:00 p.m. at West Street Bandstand / Gazebo, seconded by Councillor A. Gallant. Motion Carried.**

- Do we need permission (and if so, can we have it) to have music on the beach.

General agreement of Council that further info would be required if this is separate from the bandstand. Music until 11 pm has been granted same as per last year. No bonfires, etc.

- We would like to block off the left hand turn at the end of West Street going toward the bandshell to all by security vehicles, sound trucks, and musician vehicles. Last year, there were so many cars that went down there and parked that we had a hard time keeping a lane open for security, emergency, and the Cloggeroo vans. We would have a security person and volunteer stationed at that corner.

General agreement of Council to allow for same.

- Do we need a permit for fireworks? The person doing the fireworks is Sheldon (from the barbershop in Montague). Rheo was in there at the same time as Mark Gotell, and the three of them came up with this idea. Mark was good with it but I'm not sure if we need more permission.

Council advised that a plan for fireworks and permit would need to be obtained from the Fire Marshall's office. Also, that Martinas Rose would need to be contacted by Cloggeroo obtaining permission to use the property to set off fireworks.

- Can we use the lot behind the school for parking? This was approved last year, but we didn't use it.

General agreement of Council yes this can be used.

General agreement of Council to allow the temporary campground as long as it is handled the same as last 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 T. Murphy. Motion Carried.**

Mayor Lavandier added that Dorothy Macdonald is doing an excellent job, she is saving us money left and right. She is looking in to things for us and I feel we made a terrific selection. CAO agreed 100%.

9. New Business:

9.1. Councillor M. Stephen has been looking after Public Works and advised that he sees the need for Joey to have a generator. There is one on sale this week at Kent.

- **Moved by Councillor M. Stephen that we allow our public works supervisor, Joe Clory, to purchase a generator for the Public Works Department and for general use of the Town, seconded by Councillor A. Gallant. Motion Carried.**

9.2. **Moved by Councillor F. McQuillan to rent outdoor portapotties again this year for West St. beach and the ballfields for the summer, seconded by Councillor M. Stephen. Motion Carried.**

9.3. General discussion regarding S.T.E.P. budgeted funds.

9.4. Mayor Lavandier discussed a plaque of recognition in the AA Macdonald Memorial Gardens dedicated to the work that was done to date by Councillor W. Williams. *General agreement of Council to put in a plaque as discussed. Possibly to be unveiled on Canada Day.*

Adjournment:

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

Minutes recorded and submitted by:
Tonya Cameron, C.A.O.
June 15th, 2015

Lewis Lavandier, Mayor

Tonya Cameron, C.A.O.