



MINUTES GEORGETOWN TOWN COUNCIL

Monday
September 21st, 2015

Mayor Lewis Lavandier
Deputy Mayor Michael Gallant
Councillor Allan 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 9/21/2015, at 7:00 p.m.

Council Attendance: Mayor Lewis Lavandier
Deputy Mayor Michael Gallant
Councillor Faye McQuillan
Councillor Toby Murphy
Councillor Mark Stephen
1 Vacant Councillor Seat

Regrets: Councillor Allan Gallant

Gallery Attendants: Charlotte MacAulay, Eastern Graphic

1. Call to Order

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

2. Approval of Agenda: 9/21/2015

Moved for approval by Councillor M. Stephen.
Seconded by Councillor T. Murphy. 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. **Charlotte MacAulay, advised she is taking notes.**

3. Business/Presentations from the Floor: None.

4. Minutes:

Council Meeting(s):

- 4.1. August 17th, 2015 Regular Council Meeting;
- 4.2. Adoption and Business thereof.

- **Moved for adoption by Councillor M. Stephen that the minutes of the August 17th, 2015 Regular Council Meeting be adopted as presented, seconded by Councillor T. Murphy. Motion Carried.**
- 5. Financial Statements (Unaudited)**
- 5.1. General Operating Account-to August 31st, 2015
- **Moved for approval as presented by Councillor M. Gallant, Seconded by Councillor T. Murphy. Motion Carried.**
- 5.2. Sewer Corporation-to August 31st, 2015
- **Moved for approval as presented by Councillor M. Gallant, Seconded by Councillor T. Murphy. 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 F. McQuillan. Motion Carried.**
- 7. List of Correspondence from August 18th to September 21st, 2015:**
- 7.1. EMO Training re: Basic Emergency Management Course; **No Action Required.**
- 7.2. Transportation and Infrastructure re: Building Canada Fund; **No Action Required.**
- 7.3. Crawford Global Technical Services re: Insurance claim pursued; **Action Required. CAO to contact our insurance company and have the insurance companies resolve the issue together with I.R.A.C.**
- 7.4. Veterans Voices of Canada re: Flags of Remembrance; **Action Required. General discussion re: flags, banners, Vimmy Ridge ... Tabled.**
- 7.5. Transportation and Infrastructure re: tender and award information; **No Action Required.**
- 7.6. Bruce MacDougall re: Province engages municipalities on new revenue model; **No Action Required.**
- 7.7. Tanya Mullally re: Municipal Emergency Management Program Development; **Action Required. General agreement of Council to discuss program and hurricane season and Seniors Units with the Fire Dept.**
- 7.8. Julie McMurrer re: Project Management in Municipal Government- Registration; **No Action Required. General agreement of Council to send CAO.**
- 7.9. Eastern Chamber of Commerce re: What's happening; **No Action Required.**
- 7.10. John Dewey re: Vote Infrastructure Website; **No Action Required.**
- 7.11. Recreation PEI re: Invitation to participate in AT Challenge; **No Action Required.**
- 7.12. Island Tourism Group re: Small Water System Workshop and Building communities through Arts and Heritage; **Action Required. General discussion.**

- 7.13. Transportation and Infrastructure and Energy re: Water and Waste water infrastructure; **No Action Required. Mayor asked what we need to do here for asset reporting. CAO advised that information has been sent off to both our sewer operator and also to our engineer for a quote on the sewer portion.**
- 7.14. Ridings Administrative Services re: sewer utility billing program; **Action Required. CAO gave Council verbal update with regards to utility billing software.**
- **Moved by Councillor M. Gallant to allocate from the sewage utility bank account an amount of up to \$10,000 to purchase sewer utility accounting software, seconded by Councillor M. Stephen. Motion Carried.**

Meeting on break as election results received. Meeting called to order by Mayor Lavandier again at approximately 7:30 p.m.

Leigh McQuillan, Returning Officer submitted the Election Results to CAO. Mayor Lavandier called out the results as provided:

Total of 155 Voted;
Ronald Gallant 107 votes;
Brendon Galway 47;
1 spoiled ballot.

Council was pleased with the turnout of voters for our by-election. Congratulations to Ronald Gallant. Thank you to Brendon Galway for running.

8. Committee Reports

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

Destination Georgetown Peninsula Ltd.: I attended the Viridis Design presentation and final report for the Destination Georgetown Peninsula Ltd. group. I was very impressed. Should either of these projects go ahead it will certainly go a long way to enhance the center core and also the waterfront in the Town – they are both impressive and will be a tourism draw.

Three Rivers Sportsplex: I attended a board meeting of the Three Rivers Sportsplex Board of Directors and was happy to see a number of new board members step up to support the Sportsplex for the 2015/16 season.

CBC: I met Katherine Swing a CBC representative for their show “Still Standing”. We are hoping to get a positive response from Katherine as to the live taping of the show within the next week.

King's Playhouse: I attended a fantastic showing of the "Four Storytellers" at the King's Playhouse Theatre, kudos go to Haley and staff for bringing in a sold out show for the summer season. I want to say a special thanks to the Four Tellers for donating the proceeds of their final performance to the King's Playhouse Curtain Fund; this is very appreciated by the Town.

Last but not least I would like to take this opportunity to congratulate our CAO, who will now be addressed as Mrs. Patrick Perry. Congratulations.

*Respectively Submitted,
Lewis Lavandier, Mayor*

Motion(s) from Report:

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

General discussion regarding background checks.

- 8.2. ***Community Heritage, Seniors Affairs, and Youth & Recreation - Councillor Faye McQuillan, Committee Chair:*** Councillor McQuillan submitted the following verbal report:

Seniors: We play bingo every Wednesday evening, everyone takes a little prize so that is what they play for – so there is no cost to anyone. I think we had 20 participants last week. I also met with Katherine Swing of the CBC, she had the opportunity to listen to the Seniors play the ukulele, she was very impressed, and I feel we have a very good chance of the TV show coming here. The LEAP program application is due next month – the Senior's are looking at bringing in Cameron Ross for word carving. We are just making sure there won't be too much dust.

Working with Haley on a grant for seniors and youth to work together.

The LEAP program runs January – March.

*Respectively Submitted,
Faye McQuillan, Councillor*

Motion(s) from Report:

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

General discussion regarding contacting Minor Hockey parents for Halloween Patrol. Councillor T. Murphy offered to contact Lisa MacKenzie or Blaine Scanlon to line up same.

Councillor F. McQuillan congratulated CAO on her recent wedding.

8.3. Community Events & Promotion, Finance and Planning & Community Development - Committee Chair Councillor Michael Gallant: *Councillor M. Gallant submitted the following verbal report:*

REPORT FOR SEPTEMBER 2015

Finance: The financial statement and bills are before you. I will be calling a meeting of the Finance Committee during the 2nd week of October to go over this year's budget, what is left and plan for 2016.

I will be asking all committees, departments and boards to have their draft budgets in by the 2nd week of January 2016 and public consultations for the first week of February 2016.

Special Events: Haley Zavo and Melvin Ford are planning a Family Time for residents of the Georgetown area before Thanksgiving details are pending.

Remembrance Day: Still in the planning stages.

Octoberfest: Looking at 2016 for an Octoberfest Weekend. Just putting the idea out there and seeing if funding can be accessed for such an activity.

GADC: The annual general meeting for the Board of Directors will be September 30th, 2015. Looks good for new people to serve on the Board. It was discussed that the West St. building be divested. Details to be forthcoming. After the annual meeting will be renewed emphasis on finding tenants for the Kent Square Building Shops.

Planning & Community Development: - Danny & Gail Perry want to upgrade existing property to a residential dwelling. They want to connect to the sewage system on Richmond Street. I confirmed with Joe MacConnell and vice versa that this was not a problem.

Also Mr. & Mrs. Perry wish to dig a well. Department of Environment was called to ascertain pertinent regulations. As long as the well digger follows procedure set out in Provincial regulations no problem. Mr. & Mrs. Perry would like to have the well dug on the Town's right of way as opposed to the rear of the building where it would be easier access. But I believe, after some reflection, it would be in the best interest of all if the well is placed on his property.

Last month met with a person looking at how accessible our buildings are. We are doing okay but could be doing better especially access to upstairs of our buildings and the front entrance to the Civic Center. I should like for the various Committees responsible for the several buildings to obtain prices to make our facilities more up to current practices.

*Respectfully Submitted,
Michael Gallant, Councillor.*

Motion(s) from Report:

General discussion regarding accessibility to Town Properties and T & C MacDonald purchase from Town of Georgetown.

- ***General agreement of Council to allow Terry & Carolyn MacDonald to use one lawyer, the same lawyer for them and for the Town, in the land transaction as referred to in the August meeting of Council.***
- ***Moved by Councillor M. Gallant to adopt his own report as presented, seconded by Councillor M. Stephen. Motion Carried.***

8.4. Civic Center, E.P.E.I. Municipal Coalition, F.P.E.I.M., Three Rivers Heritage Committee and Three Rivers Sportsplex, Committee Chair– Councillor Allan Gallant, Committee Chair: *Councillor A. Gallant sent his regrets.*

8.5. Beautification, Public Works & Utilities and Georgetown & Area Development Corporation – Committee Chair: *Councillor M. Stephen submitted the following verbal report:*

Councillor Mark Stephen – Report September 21, 2015

Beautification, Civic Center: Beautification: A couple of flower beds had to be repaired. Nabuurs replaced two hanging basket that failed last month. Gathering quotes for repairs to be done to the youth train on West St.

Public Works & Utilities: Summer is coming to a close and our thoughts are turned to the winter season ahead. We have to prepare and get ready for the snow that is going to come. We have tendered out the snow contracts, I made a couple of small additions this year, the first being that the contractor for streets is responsible for the clean-up and removal of all sand after the winter season, and that they are responsible in the Spring to repair any of the damage caused by the wings over the season.

The washrooms at West St. will now be shut down for the winter. Joe MacConnell will be shutting the water off and Joe Clory will be boarding up the building. This time of the year we haven't seen enough usage to warrant keeping an employee down there.

Storm Water Management: I still have to meet with the Mayor on a couple of issues regarding ditching. One of the areas is up at the new houses that we have to get quotes from for. I had a conversation with Manfred in the spring, I ended up using the fire truck to blow the lines out in the Spring – we will have to get someone out to give us quotes that can use a transom properly to look at these problem areas, including Bernadette Prosper's property behind her residence.

General discussion between Mayor Lavandier and Councillor M. Stephen regarding getting together and preparing a letter to the Housing Authority and obtaining quotes.

Councillor M. Stephen offered to make additions to the snow tender if any members of Council has anything they would like to ad.

General discussion regarding King's Playhouse flu and a reminder that it should be cleaned. Councillor T. Murphy advised that the Playhouse is looking after that. General discussion regarding parking lot snow clean-up.

*Respectively submitted,
Mark Stephen, Councillor*

Motion(s) from Report:

- **Moved by Councillor M. Stephen to adopt his own report as presented, seconded by Councillor M. 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: The Playhouse Board of Directors met on September 3, 2015. Chairman Randall Fletcher conducted the meeting. Executive Director Haley Zavo gave her report. She boasted that the Playhouse had a very full summer of events with very few dark nights. There were many successful events: The dinner theatre, The Banks and The Booze , Tuesday night ceilidhs, Cloggeroo, and The Samuel Holland lecture just to name a few. The Four Tellers was a resounding success, with sold out shows for the majority of the run. Hats off to all staff and volunteers for all their hard work!

Randall was thrilled to report that from year end last year until now, the Playhouse Board has knocked \$30,000 off their deficit! Of course Randall was

beaming when he shared this information! As well, they are hoping to have \$10,000 in the Curtain Fund by the end of this year!

After recent events at the Playhouse, the Playhouse is looking into applying for funding to get an AED . They are hoping to have this very shortly. The Playhouse received funding from the Community Foundation in the amount of \$2375 for upgrades to the sound system in the hall.

The Playhouse Board was thrilled to partner with Scotiabank for a community partnership project this summer. They provided funding and matched the revenue from one of our summer shows. A total of over \$3000 was raised. Thanks so much to Scotiabank!

Haley is in discussion with Elizabeth and Glen Copeland. The couple is interested in collaborating with the Playhouse and applying for the grant, "The Community Collaboration Fund for Theatre", to write a play about Three Rivers. The Playhouse is excited about this potential endeavor.

The Playhouse is also offering a fall session of their Children's Theatre program. This is starting up in early October and will take place on Saturdays and Mondays.

September and October are gearing up to be very busy as well! Fred Eaglesmith(October 7th), Whitehorse(October 16th), and Canadian Country music star Brett Kissell on October 17th is already a sellout! On October 30th, the paranormal group "Soul Patrol" is hosting a Ghost Walk at the Playhouse, which will also include a sleepover! This should be an interesting night! Check the website for all other fall events!

Request for Motion to have Ellen O'Brien, criminal reference check already received, and Fern Gotell, once criminal reference check is received, in becoming members of the Playhouse Board of Directors.

Georgetown Volunteer Fire Department Report: Georgetown Fire Department met on August 25, 2015. Chief Gotell conducted the meeting. A letter was received from the Children's Wish Foundation thanking the department for their donation. Kudos to the department for always helping out when they can!

The paving project has been completed at the department. The company dug down and put insulation and drainage gravel and paved over top of it. We are confident with this work being completed and the new gutters that are coming; this problem will be averted this winter.

Chief Gotell commended the department on their volunteer work with Cloggeroo. Several members helped (MFR, fireworks etc.) to make Cloggeroo a success.

The department will be resuming training in September after taking a break for the summer.

Discussion was held regarding the fire hydrants in the town. The department asked to put in a request to have the hydrants tagged if they are not working. It would also be helpful if a list of out of service hydrants could be mailed to the department for future use. Also, they requested that the hydrant in front of Bernadette Prospers' be turned on if possible. As well, the hydrant at the corner of Water and Fitzroy needs to be fixed. It was hit with a snow plow in the winter and never repaired.

Next meeting will be held on September 29th.

Friends of Georgetown School Report: School was called back in session on September 8th for the 2015-2016 school year. I will be meeting with the school principal as well and the Home and School Association sometime in September.

*Respectively Submitted,
Toby Murphy, Councillor*

Motions from report:

- ***Moved by Councillor Toby Murphy to accept Ellen Obrien – criminal reference check already received, and Fern Gotell – once criminal reference check is received, as members of the Board of Directors of the King's Playhouse, pending approval of criminal reference check, seconded by Councillor M. Gallant. Motion Carried.***
- ***Moved by Councillor T. Murphy to adopt her own report as presented, seconded by Councillor M. Gallant. Motion Carried.***

I spoke with Fire Chief Gotell last night and he brought this to my attention. I have passed out a copy of an article regarding a Lunenburg County Highschool in Nova Scotia which has recently started giving credit for a fire training course.

Perhaps we could write a letter to the Eastern School District citing this article and asking them if they could maybe look into it.

General discussion regarding fire/flushing hydrants.

General discussion regarding request from Councillor M. Gallant to be allowed to set up on November 10th for Remembrance Day. Generally discussed the 10th falling on Ceilidh night, so the stage would be available, but the other area would be in use for the Ceilidh.

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

We advertised as required for the by-election. It was nice to hear we had such a good turnout.

I had a nice vacation this month. I will be taking another week at the end of November/1st week of December.

Recommendation to accept the quote of Riding Administrative Services Inc. quote for utility billing software and training.

Respectfully Submitted

Tonya Cameron, Chief Administrative Officer (C.A.O)

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

Swearing in Ceremony tentatively book for Thursday at 7:00 p.m., unless 7 days is required, then we will have it on next Tuesday. CAO will follow up with Council via email tomorrow after I look at the act requirements.

9. New Business:

- 9.1. ***Moved by Councillor M. Gallant that the C.A.O. be given permission to stamp the survey plan for Terry and Carolyn MacDonald, seconded by Councillor M. Stephen. Motion Carried.***

10. Adjournment:

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

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

Lewis Lavandier, Mayor

Tonya Cameron, C.A.O.