



MINUTES GEORGETOWN TOWN COUNCIL

Tuesday
February 16th, 2016

Mayor Lewis Lavandier
Deputy Mayor Michael Gallant
Councillor Allan Gallant
Councillor Ronald Gallant
Councillor Faye McQuillan
Councillor Toby Murphy
Councillor Mark Stephen
CAO Tonya Perry



The regular monthly meeting of the Georgetown Town Council was held in the Council Chambers on 2/16/2016, at 7:00 p.m.

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

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: 2/16/2016

Moved for approval by Councillor M. Stephen. Seconded by Councillor M. 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. January 18th, 2016 Regular Council Meeting;
- 4.2. Adoption and Business thereof.

• **Moved for adoption by Councillor M. Gallant with the noted correction of attendance / absent that the minutes of the**

January 18th, 2016 Regular Council Meeting be adopted as presented, seconded by Councillor M. Stephen. Motion Carried.

5. Financial Statements (Unaudited)

5.1. General Operating Account

None until audit review begins.

5.2. Sewer Corporation Account

None until audit review begins.

6. Outstanding Expenditures (preliminary & supplementary list)

General discussion regarding investigating a pay as you go plan for the P.W. phone so that we are not paying for same in winter months.

- **Moved by Councillor M. Gallant for approval to pay all outstanding expenditures to January 31st, 2015 as funds become available, seconded by T. Murphy. Motion Carried.**

7. List of Correspondence from January 19th – February 16th, 2016:

7.1. Harry Baglole re: Symposium: The Geography of Governance; **No Action Required.**

7.2. Kathleen Daigle re: Yearly Popular Promotions; **Action Required.**

General agreement of Council to leave this for review with the budget process.

7.3. Julie McMurrer re: FPEIM call for Nominations; **No Action Required.**

7.4. Verbal Abuse Prevention Canada re: Save the date, new website launch; **No Action Required.**

7.5. Big Brothers Big Sisters of PEI re: Bowl for Kids' Sake; **No Action Required.**

7.6. Kevin Baillie SSgt Montague RCMP re: Performance Plan; **No Action Required.**
Council to discuss hosting a meeting to invite him down to discuss things with him.

7.7. Arlene DePape re: Termination of lease; **Action Required.** Mayor Lavandier advised that Councillor M. Stephen would be addressing options with his report.

7.8. Randall Fletcher re: request for funding to encase flue; **Action Required.**
General discussion regarding gathering further information, need total cost – is there additional labour for installation? Where are these other commercial customers where damage has been done? General discussion regarding keeping the beauty of the building. Councillor F. McQuillan to discuss on Thursday evening with the King's Playhouse and bring information back to Council.

7.9. Montague Rural Action Centre re: intellectual property; **No Action Required.**

7.10. Eastern Chamber of Commerce re: Water Technologies; **No Action Required.**

- 7.11. Julie McMurrer re: Cabinet Ministers Forum; **No Action Required.**
- 7.12. Recreation PEI re: Atlantic Recreation & Facilities Conference and Trade Show; **No Action Required.**
- 7.13. Recreation PEI re: Canada 150 Infrastructure Fund; **No Action Required.**

General discussion regarding email from Music PEI received today, that it would be discussed and reviewed by the Finance Committee during the budget process.

8. Committee Reports

- 8.1. **Finance, Government Relations - Mayor Lewis Lavandier, Chair:** Mayor Lavandier submitted the following written report:
Monthly Meeting – February 2016

We had a meeting with 6 communities last week in Cardigan, very positive meeting and encouraged that the 6 communities are willing to stand together and move on with this initiative. We had a representative from the Province come out and they reassured us that they are prepared to continue to help us going forward. I will be attending the Chamber of Commerce Gala next Wednesday at the King's Playhouse.

Next Friday I will be leading a walk of silence in support of family violence prevention and welcome all to attend at 9:30 a.m. at the school parking lot, refreshments being served at the King's Playhouse afterwards, thanks to Councillor Toby Murphy for setting up this event.

I had a meeting with Tim Mair and Stephen Pigott from the dept. of highways to look at decommissioning the end of Fitzroy St. and turning this portion over to the Destination Georgetown Peninsula Group.

I would like to give kudos to Randy Chiasson for doing a fantastic job of snow removal on the streets, I am getting a lot of positive feedback on how well the streets are being maintained this winter.

I attended the Annual General Meeting at the King's Playhouse, they have had a very positive year. We have had a lot of positive feedback from some of their events and story-telling in 2015, some of which will be returning in 2016. The enthusiasm Haley Zavo has brought to the Playhouse seems to be contagious.

The Georgetown Conference will be returning again June 2-4, 2016. After speaking with two of the organizers, Paul MacNeill and Myrtle Jenkins-Smith it certainly sounds like it will be even bigger and better than the last conference.

I just wanted to mention about the story coming out tomorrow about Captain Fitzgerald from here in Georgetown, who was lost at sea. His wife and family are buried here at the Catholic Church Cemetery. There is a movie coming out, may

be out now, it is quite a story and quite a bit of history for the Town of Georgetown. With the movie coming out about the tanker and attempt to save it, it should give us a little bit more of exposure and give people little more information on our history that is rich with shipbuilding, and the story of this captain being lost at sea.

*Respectively Submitted,
Lewis Lavandier, Mayor*

Motion(s) from Report:

- **Moved by Councillor M. Gallant that 9.2 of the agenda “9.2 Request from Mayor for approval/motion to write a letter to the Province advising that Georgetown is prepared to stay on board with the other 5 remaining communities in the Three Rivers Area Group for the remainder of the discovery process and including the public meetings.” be approved, seconded by Councillor M. Stephen. Motion Carried.**

General discussion regarding a possible precedent in the minutes under Charlie Martell as Mayor for the closure of a portion of a street.

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

8.2. King’s Playhouse, Seniors Affairs and Community Heritage - Councillor Faye McQuillan, Committee Chair: Councillor McQuillan submitted the following report:

Seniors: They are working on their LEAP program wood carving. Everything is going great – we had 25 attend and only lost 1 since the start. There are 3 weeks left into it, they have taken a block of wood and are creating a bird with it. It is pretty amazing and they seem to be enjoying it quite a bit. Cameron Ross is the instructor. He is doing an amazing job and the group is loving it.

Submitted by Haley Zavo, presented by Councillor F. McQuillan: King’s Playhouse Board of Directors Report for February 2016

HR Updates:

Teresa Gardiner started her EDA contract with us at the beginning of February. Teresa has been a hard worker and has contributed a great deal to the Playhouse during the short period of time that she has been with us.

Funding Updates:

The Technical Mentorship Program through Workforce and Advanced Learning seems to be moving forward. We will hear more details shortly on the criteria for applicants. This program should provide us with someone for 6 months who can

be mentored by Philip Bulpitt and help with our succession planning for technicians and production managers.

Breakdown of Events:

January was quite quiet, but we have held a few events since the last report:

January 24th: Baby Shower rental

January 31st: Birthday Party rental

February 12-14: Dinner Theatre – this show saw great reviews but a very low audience turnout

Upcoming Events:

February 17th: EPEICC Awards Gala

February 20th: Art After Dark

February 24-27: Oscar winning movie series (tentative)

February 28th: Oscar Night at the Playhouse (tentative)

March 21-24: March Break Theatre Camp

March 26th: Easter Eggstravaganza

March 31st: Eastern Graphic Bridal Show

Programming/Planning Updates

Kings Players Jr. has begun and we're excited to welcome 10 children ages 5-14 to our class. We continue to seek sponsors for scholarships to help offset the cost of the classes and allow children who are unable to attend to be there.

We're in the final stages of finalizing our summer season.

Respectfully submitted,

Haley Zavo

*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 R. Gallant. Motion Carried.***

Mayor Lavandier asked Councillor F. McQuillan to discuss the flu at the next King's Playhouse meeting on Thursday.

General discussion about possibly getting "the movie" (reference to The Finest Hours) after it comes out and playing it at the Theatre for the community to watch. Councillor F. McQuillan advised that she would mention to the King's Playhouse at the next meeting that we should try to get a copy of the movie once it is out and have a showing of it at the King's Playhouse for the residents of the Town. Council gave general agreement.

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

REPORT FOR FEBRUARY 2016

Just a verbal update, I had the administrator send out a notice to the general public and groups to invite them to come in to present their ideas and requests for budget. I intend to go ahead with the presentation of the budget at our regular meeting in March.

- 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 and submitted the following written reports: Mayor Lavandier asked administrator to read them aloud.*

Report from Sue Yoshikawa, Sportsplex Manager

We were able to get the ice and temperature back under control with the guidance of both Lowthers employees and Philip Fraser. Philip has been teaching Jason & myself about in depth ice care/maintenance and Zamboni and has been an invaluable resource.

Just after getting this issue under control we lost our water completely for almost 2 days. Eventually the issue was resolved with a change of the control box for the well pump.

After resolving this issue we noticed that the Zamboni began to leak hydraulic fuel in an area I recently had repaired (replaced a seal). Upon inspection of the Zamboni we discovered the neutral safety switch was broken and also the hydraulic pump that runs the vertical auger (causing the oil to drop) was no longer working. This pump could not be rebuilt and had to be replaced as was the switch. If the pump wasn't replaced, the result would be catastrophic to the ice and the rest of the season. The parts for our spare ice surfer are not compatible as it is not a Zamboni but an Olympian. I have not received a final total for all these repairs but I will put it together for the next meeting.

Sue Yoshikawa,
Manager, Three Rivers Sportsplex

Report from Councillor A. Gallant for Feb 2016:

Three Rivers Sportsplex: I attended a Rink Board meeting on Jan.25/16. The following were present Blaine Scanlon, Nikki Scanlon, Phillip Hebert, Charlene Hebert, Coady Jenkins, Pam Martin, Sue Yoshikawa, Robbie LaVie, Denise LaVie, Vincent Jenkins, Randy Chiassion and Mark Gotell.

The Board has purchased a snow blower and are currently selling tickets on it for \$20.00 each or 3/\$50.00. The draw date is Saturday Feb 27th/16. Blaine will be looking into getting copies of by-laws from other rinks i.e. Pownal and APM.

Chase the Ace with the Fire Dept. -- it was discussed the possibility to host a "Chase the Ace" type fundraiser with the Fire Dept. The first draw will be held Friday-Feb.19th. Parking in the fire lane - it was discussed that people cannot park in the fire lane next to the main entrance of the rink. It was also discussed that the Town needs to update signs on the west side of George Street near the rink. (This was taken care of by Jerry the following day).

Phillip is looking into getting quotes for steel repairs and silver reflector ceiling.

Moving of the dehumidifier--need quotes for cost to move dehumidifier to the other end of the rink, to make it more effective.

Summer Days Dance July23, 2016--Need to book a band for this event Charlene has offered to get prices for various bands.

Discussions in regards to a signed contract/agreement with Cloggeroo Group in regards to bar sales, security, etc.

*Respectively Submitted,
Allan Gallant, Councillor*

General discussion re spare Olympian / Zamboni machine, safe emissions and storage costs. To have discussion with Councillor A. Gallant once he returns and possibly Sue to see what we can come up with.

8.5. Civic Center, Storm Water Management and Utilities and Georgetown Fire Department – Committee Chair: *Councillor R. Gallant submitted the following written and verbal reports:*

Councillor Ronald Gallant – Report February 2016

Sewer Utility: We sent out the bills in January with letters, the payments are coming in, but some are slow. We will know by the end of the week what's going to happen. I would like to thank Mark Stephen and Jerry for getting the tractor back so we can clean out the sewer lagoon area and don't have to have heavy machinery on the soft ground there.

Civic Center: The Civic Center and Fire Department should be getting some work done as soon as the budget comes down. There is a sign up at the building that we can put back up this spring to advertise the Library and Civic Center. Jerry and I looked at it, we can put a couple of new posts on it and use the sign we

have. I guess we aren't going to bother with the old fire-hall, about moving it and trying to fix it after Council heard back from a carpenter that told us it's not worth going ahead with. There will be lots of storage at the rink for a couple of months until we get the new building up.

*Respectfully Submitted,
Ronald Gallant, Councillor.*

Motion(s) from Report:

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

Councillor T. Murphy advised that there is quite a high charge to use Visa to pay online on the new utility billing system. CAO advised it is based on a percentage of what the payment is, no charges are assumed by the utility. Will get more information and send out to Council.

General discussion about items being stored could be divided at the rink to go ahead with summers day dance.

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

Public Works: I would like to begin with discussing roads again. Randy is doing a great job with the snow removal. We have only had one issue with overnight parking in front of the Miramichi Lodge. I spoke to the owner, he said that won't go on any longer. Randy has some notices to put on windshields, we will be giving 1 notice before towing. The clutch pedal will have to be replaced, once the part is in this should only be about a 10 minute job. Jerry knows how to operate the tractor while we are awaiting the part. I had him clean out in front of the retail units as they had someone coming to look at a unit. Jerry is doing a very good job as our temporary replacement.

We have to move out of our rented maintenance building by the 30th of June. I did get a price and had it sent out to you in your email, \$19,000 plus GST (30 x 50 with a man door and 10 foot roll). That price would include the building being delivered only. We would have to get a pad for it and hire a local contractor to put it up. Until we get to the point where we know how much it will cost for the pad, then they will give us a set of plans to give to the contractor to erect it. There are a couple of businesses here on the island that do that. With Council's permission I would like to continue on with this and get prices for pad, and meet with the Mayor and find a location of where we might want to put it. I will get two of three more quotes on buildings. It would be nice to work this so we can get our building up before the end of June so we can move our stuff right into. There is a lot of

stuff that we are storing in that little building from lawn mowers, equipment, machinery and parts, it would be tough to move it twice.
Is there funding we can apply for? Does anyone have any other ideas?

*Respectively submitted,
Mark Stephen, Councillor*

General discussion regarding building. There is a standard warranty on it for a structure. It is an American company but they advised this one in particular is made to stand the snow load in the Maritimes.

General discussion regarding old fire hall. \$15,000 to move it alone. General discussion regarding using our current rent amount to pay for a new building in the next 10 years. General discussion regarding architectural compatibility. General discussion regarding a stick frame building.

General agreement of Council to have Councillor M. Stephen to continue to look into it and gather more prices for the next meeting.

Motions from report:

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

8.7. *Community Events & Promotion, Georgetown School Parent Group and Youth & Recreation- Committee Chair Toby Murphy:*

Council Report February 2016

Georgetown School Parent Group: Things are busy at our school. The Honor Choir performed on February 11th at Park Royal Church in Charlottetown. They represented Georgetown School very well. The Phys Ed classes have been going regularly to the rink. Mr. Craig, our Phys. Ed teacher is quite happy with being able to use our facility to introduce the students to a variety of ice sports. It's great that our rink can be incorporated into the students, being only a 5minute walk to get there.

Rehearsals for our yearly Variety Show have begun. Once again, the kids are over the moon to get practicing for their return to the stage once again. Rehearsals are every Wednesday from 3:10-4:10.

Home and School are hosting a Family Day event on Islander Day at Brudenell. The event will consist of sledding, snow shoeing, snow sculpting with hotdogs and hot chocolate. The event will take place at 1pm.

I have been selected as our representative for the Montague District Advisory Council. Their mandate is to help shape an education system that meets and is focused on, the needs of learners, by advising the Minister of Education, Early Learning and Culture on education matters. District Council members will have input and a strong voice in shaping public policy in education. Our first meeting will be held on Tuesday, March 1, 2016 at Montague Regional High School from 7-9 pm. I am looking forward to the discussions that will take place and am happy to have input on the future of education in our community.

Community Events: Our planning for Summer Days is well under way. We have had two meetings so far and are now meeting every two weeks. We have a very enthusiastic and energetic group that have tons of new ideas for new events. Summer Days will take place this year from July 20-24th. Our days will be jam packed with lots of activities for everyone from the young to the young at heart. We are currently getting letters together to send out to look for sponsorship for our events.

I met with Maxine MacLellan last week to organize this year's Walk in Silence for Family Violence Prevention Week. This year's event will take place on February 19th at 9:30 am. The event will start at the school; go down Kent Street; turn on to Water Street; turn onto Fitzroy; then turn onto Grafton and end at the Playhouse. The Fire Department confirmed they will have to fire truck there to back the walk. There will be a short reception afterwards at the King's Playhouse. Mayor Lavandier will be attending this event. I encourage everyone to come out and support this worthy cause.

Youth and Recreation: I am also working on a boot camp with Jacob Smith – hoping we fall under the Eastern PEI Recreation Association's insurance for that. The boot camp is actually starting tonight. Classes are every Tuesday and Thursday for six weeks. We have partnered with the Eastern Sports and Recreation Council to make it happen. I am excited to be able to offer the citizens of Georgetown fitness opportunities in their own community. This camp is open to all ages and abilities. I am in the process now of organizing planning a snow shoe and skiing cross country event. The school has both snow shoes and skis that we can borrow. I will continue to work on this and provide more information at a later date.

*Respectively Submitted,
Toby Murphy, Councillor*

Motions from report:

- **Moved by Councillor T. Murphy to adopt her own report as presented, seconded by Councillor M. Stephen. Motion Carried.**

General discussion regarding the advisory committee. Congratulations to Councillor T. Murphy for being selected as our Town's representative.

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

Dorothy and I had website training on January 28th, 2016 in Charlottetown. It was very successful session, we learned to use WordPress which is the new program that our new bilingual website was created with. When we make posts to Facebook they automatically get posted to our website, as well as our twitter account posts automatically too. We learned how to create new events, upload pictures and .pdfs and create new pages, posts and recurring calendar items.

Dorothy and I will be featured in the next issue of USTI's magazine, we did a recent article regarding our new sewer utility billing software.

I sat in on a terrific meeting with the Three Rivers Group last week. Really looking forward to see what this group can accomplish together.

We have been working with the Province on trying to get the end of Fitzroy Street officially closed, we should have more information on this within the next week or so.

Respectfully Submitted

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

- ***Moved by Councillor M. Gallant, that the administrator's report be adopted as presented, seconded by Councillor M. Stephen. Motion Carried.***

9. New Business:

9.1. Motion from Chair of Finance to give 2nd reading of new Honorarium Bylaw. Councillor M. Gallant made a few final corrections to bylaw and asked Council for further input and or changes, questions or clarifications, before asking for 2nd reading to be given.

Mayor Lavandier advised that A. Gallant did email a question regarding clarification of committee meetings.

Councillor M. Gallant advised that

- ***Councillor M. Gallant moved that second reading be given to Town of Georgetown Bylaw 2016-01 a bylaw relating to Honorariums, mileage and other expenses for the Town of Georgetown, seconded by Councillor M. Stephen. Motion Carried.***



Moved by Councillor M. Gallant and seconded by Councillor M. Stephen that Second Reading be given to BYLAW 2016-01 - A BYLAW RELATING TO HONOUARIUMS, MILEAGE AND OTHER EXPENSES FOR THE TOWN OF GEORGETOWN. Motion Carried.

**TOWN OF GEORGETOWN
BYLAW 2016-01
A BYLAW RELATING TO HONOUARIUMS, MILEAGE AND
OTHER EXPENSES FOR THE TOWN OF GEORGETOWN**

Whereas Section 17 Articles A and B of the Municipalities Act R.S.P.E.I. 1988, CAP M-13 allows the Municipal Council of the Town of Georgetown to establish an honorarium for the Mayor and members of the Town Council and such additional amounts for the allowance of expenses incident to the discharge of their functions, be it enacted by the Georgetown Town Council the following:

Be it enacted by the Town Council of Georgetown that Bylaw 2016-01 A Bylaw Relating to Honorariums, Mileage and other Expenses for the Town of Georgetown:

DEFINTIONS

1. "Town" shall mean Town of Georgetown, hereafter referred to as the "Town".
2. "Mayor" shall mean the Mayor of the Town.
3. "Deputy-Mayor" shall mean the Councillor Appointed by the Mayor who shall hold all the Mayors powers, responsibilities and obligations in his absence for the Town.
4. "Acting-Mayor" shall refer to a member of Town Council who has been appointed by the Mayor, or in his absence the Deputy-Mayor, who shall exercise the powers, responsibilities and obligations of the Mayor in the absence of the Mayor or Deputy Mayor.
5. "Council" shall mean the Town Council of the Town.
6. "Councillor(s)" shall mean a Councillor(s) of the Town.
7. "CAO" shall mean the Chief Administrative Officer of the Town.
8. "Honorarium" shall refer to a sum of money allotted for incidental expenses for the Mayor, Deputy Mayor, Acting Mayor or Councillor of the Town.
9. "Performance Allowance" is defined as an amount of monies allotted in the Towns budget, and part of the honorarium and is based upon attendance at meetings of the Town.
10. A "Meeting": shall refer to a regular Monthly meeting, a special meeting, an in-camera meeting, an emergency meeting, and a Standing Council Committee of the Town and to which members are physically present to participate in.



11. A "Municipal Entity" shall mean a department or board or group that operates under the jurisdiction of the Town.

12. "Municipal expense form" shall mean a form that outlines certain expenses that a member may claim and may be reimbursed by the Town in the performance of their duties on behalf of the Town.

REGULATIONS

1. Council may establish an honorarium for the Mayor, Councilors committees and municipal entities of the Town.

2. Council may allot certain monies in the Town's General Revenue or Sewerage Corporation budget to pay for honorariums.

3. Honorariums shall be composed of two parts; a base amount based upon a person's membership and a performance amount based upon an individual's members attendance to meetings of the Town.

4. Council by resolution set a rate for the base honorarium and performance allowance for the Mayor and Councillor during the adoption of the Town's annual budget.

A. The performance allowance shall comprise not less than 25% of the combined total base honorarium and performance allowance.

5. The base honorarium shall be prorated over the Town's fiscal year and shall not be paid beyond the member's actual service.

6. The performance allowance shall be paid normally once per year and calculated using the following formula;

A. Attendance at 80% or greater of all meetings shall be paid 100%

B. Attendance at 61% to 80% of all meetings shall be paid 80%

C. Attendance at 50% to 60% of all meetings shall be paid 60%

D. Attendance less than 50% of all meetings shall be paid 25%

6.1 If a member is representing the Town at another function, or in case of bereavement, or in case of compassionate leave, or is in the process in the provision or the providing of emergency services and is unable to attend a meeting then said absence shall not be calculated in the performance allowance.

6.2 The Administrator shall keep a record of attendance for both Mayor and members of Council.

7. Notwithstanding the generality of Section 6 of this Bylaw a Member who receives a leave from Council pursuant to Section 15 subsection 4.2 of the Municipalities Act of P.E.I. shall not be entitled to receive the base amount honorarium or the performance allowance from the Town during the period of said absence set by Council for the member.

8. In the absence of the Mayor, the Deputy Mayor or the Acting mayor shall receive an honorarium equal to the Mayors honorarium if said absence is longer than ten calendar days.

9. In case of death of any member of Council, the CAO shall transfer to the estate of the deceased any monies not paid out in the deceased member's honorarium or permanence allowance.

10. Expenses for meals, travel and other purchases shall use form 1A.

A. Mileage rate shall be equal to the Province of Prince Edward Island rate less two cents per kilometer and shall apply to the Town and its committees.

B. Any out of Province travel or overnight accommodation by any Member of Council or committee must receive approval of Council.

C. Notwithstanding the generality of section B in relation to overnight accommodation the conditions for approval shall be waived in case of an emergency or inclement weather conditions or unforeseen circumstances when the member is on municipal or municipal entity's business.

D. Council may develop a policy setting cost limits on meals and or accommodations and or travel for the Mayor, members of Council and for Staff of the Municipal Corporation.

11. A municipal entity may establish an honorarium and expense policy for its members but such policy must be approved by Council and reviewed each year and said honorarium to come from the municipal entity's annual operating budget and or the entity's own resources.

12. Bylaw 2008-01 - A Bylaw to Establish Mayor and Councillor's Honorarium for the Town of Georgetown and all amendments thereto are hereby repealed.

13. This Bylaw shall come into effect at date of Second Reading and Resolution of Georgetown Town Council.

Expense Claim Form – 1A continued on next page



ES - Geor

Town of Georgetown

Founded 1732 - Incorporated 1912

P.O. Box 89,
Prince Edward Island,
Canada C0A 1L0
Phone: (902) 652-2924
Fax: (902) 652-2701
www.georgetown.ca

Expense Claim Form - 1A

Name: _____ Address: _____

Organization Representing: _____

Date: _____ Activity Carried Out: _____ Travel (klm): _____ Meal(s): _____ Telephone(\$): _____ Other: _____

Please Attach Receipts:

Subtotal: _____

HST: _____

Total Expenses: _____

I hereby certify that the amounts indicated are correct, expended by me, and was incurred entirely for the organization represented above.

Claimants Signature: _____ Date: _____

Approved By: _____ Date _____ Account Number: _____

First Reading(s):

The bylaw was read a first time by a majority of Councillors present at the Council meeting held on 18th day of January, 2016.

This bylaw was approved by a majority of Councillors present at the meeting held on the 18th day of January, 2016.

Second Reading:

This bylaw was read a second time by a majority of Councillors present at the Council meeting held on the 16th day of February, 2016.

This bylaw was approved by a majority of Councillors present at the Council meeting held on the 16th day of February, 2016.

Adoption and Approval by Council:

The Bylaw was adopted and approved by a majority of the Councillors present at the Council Meeting held on the 16th day of February, 2016.

Lewis Lavandier, Mayor
(Signature sealed)

Tonya Perry, CAO
(Signature sealed)

Minister's Signature:

**The Bylaw 2016-01 - A BYLAW RELATING TO HONOUARIUMS, MILEAGE AND
OTHER EXPENSES FOR THE TOWN OF GEORGETOWN**

_____ is/are hereby approved.

Dated on the _____ day of _____, 2016.

Hon. Robert J. Mitchell, Minister of Communities, Land and Environment

- **Moved by Councillor M. Gallant, BE IT NOW RESOLVED THAT the Town of Georgetown enact the Bylaw 2016-01 A Bylaw Relating To Honorariums, Mileage And Other Expenses for the Town of Georgetown, seconded by Councillor M. Stephen. Motion Carried.**
- **Moved by Councillor M. Gallant, BE IT FURTHER RESOLVED THAT the Town of Georgetown enact the Bylaw 2016-01 A Bylaw Relating To Honorariums, Mileage And Other Expenses be hereby submitted with the Minister of Municipal Affairs, Department of Communities, Land and Environment for the Province of Prince Edward Island and that the duly authorized signatures of the Town of Georgetown be affixed to said document, 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 Perry, C.A.O.
March 21st, 2016

Lewis Lavandier, Mayor

Tonya Perry, C.A.O.