



The Regular Monthly Meeting and Annual Budget Meeting of the Georgetown Town Council was held in the Council Chambers on 3/21/2016, at 7:00 p.m.

Council Attendance: Mayor Lewis Lavandier  
Deputy Mayor Michael Gallant  
Councillor Ronald Gallant  
Councillor Mark Stephen

Regrets: Mayor Lewis Lavandier  
Councillor Allan Gallant  
Councillor Toby Murphy

## MINUTES GEORGETOWN TOWN COUNCIL

Monday  
March 21<sup>st</sup>, 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

Gallery Attendants: Steve Sharratt, The Guardian

### 1. Call to Order

Deputy Mayor Michael Gallant called the meeting to order at 7:00 p.m.

### 2. Approval of Agenda: 3/21/2016

**Moved for approval by Councillor M. Stephen. Seconded by Councillor F. McQuillan. 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. February 16<sup>th</sup>, 2016 Regular Council Meeting;
- 4.2. Adoption and Business thereof.



- **Moved for adoption by Councillor M. Stephen that the minutes of the February 16<sup>th</sup>, 2016 Regular Council Meeting be adopted as presented, seconded by Councillor F. McQuillan. Motion Carried.**

## **5. Financial Statements (Unaudited)**

### 5.1. General Operating Account-to February 29<sup>th</sup>, 2016

- **Moved for approval as presented by Councillor F. McQuillan, Seconded by Councillor M. Stephen. Motion Carried.**

### 5.2. Sewer Corporation Account- to February 29<sup>th</sup>, 2016

- **Moved for approval as presented by Councillor F. McQuillan, Seconded by Councillor M. Stephen. Motion Carried.**

## **6. Outstanding Expenditures (preliminary & supplementary list)**

- **General consent to pay the monthly invoices.**

General discussion regarding a letter received today from Arlene Smith to the Sewer Utility Corporation regarding her sewer issues on Water Street. General agreement of Council to defer the letter and concerns to the Sewer Corporation to review the issue with the Town Plumber and to investigate to see how and if the issue can be rectified.

## **7. List of Correspondence from February 17<sup>th</sup> to March 21<sup>st</sup>, 2016:**

**General agreement by Council to only discuss the correspondence marked with "Action Required".**

- 7.1. FPEIM: re: 59th Annual meeting luncheon with Wade MacLauchlan; **No Action Required.**
- 7.2. Justice and Public Safety: re: seeking consulting firm with expertise in Crime prevention; **No Action Required.**
- 7.3. Pat Kelly re: Emergency 911 Act amendments; **No Action Required.**
- 7.4. Lisa Mackenzie re: Requests Georgetown and Cardigan minor Hockey; **Action Required. General discussion of Council regarding that the tournament having already passed to let this request go at this time.**
- 7.5. PEI RCS re: invitation to celebration; **No Action Required.**
- 7.6. Recreation PEI re: Atlantic recreation and Facilities Conference Trade Show; **No Action Required.**
- 7.7. Island East tourism Group re: Invitation Tourism EXPO; **No Action Required.**
- 7.8. WCB re: Workplace Health and Safety Conference; **No Action Required.**
- 7.9. Access Advisor re: How program works; **No Action Required.**
- 7.10. Transportation and Infrastructure re: Gas Tax deadline; **No Action Required.**

- 7.11. Island East Tourism re: Points East Lighthouse Run/Relay; **No Action Required.**
- 7.12. Marie Lavie re: Eastern PEI Chamber of Commerce; **No Action Required.**
- 7.13. Special Olympics PEI re: Law enforcement Torch Run/Polar Plunge; **No Action Required.**
- 7.14. Rural Beautification Society: re: sponsorship; **Action Required. Deferred to Councillor M. Stephen to find out more information regarding what they are looking for with sponsorship, and whether or not they are looking for the use of the King's Playhouse facility again this year.**
- 7.15. Maritime Electric re: Dollars to Sense workshops; **No Action Required.**
- 7.16. Cindy MacLean (correspondence to King's Playhouse Theatre, cc'd to Town Re: Sound system theatre concerns; **No Action Required. Deferred to King's Playhouse Board of Directors for them to respond.**

## 8. Committee Reports

- 8.1. **Finance, Government Relations - Mayor Lewis Lavandier, Chair:** Mayor Lavandier sent his regrets.
- 8.2. **King's Playhouse, Seniors Affairs and Community Heritage - Councillor Faye McQuillan, Committee Chair:** Councillor McQuillan submitted the following report:

King's Playhouse: I spoke with R. Fletcher this weekend. The cement in the theatre has a gap near the wall, it was corrected one other time, but needs to be repaired again. Chair Fletcher and Director W. Hambly are willing to do the work if the Town can look after the purchase of the supplies for cement, approximately \$120 per bag, and also the supplies as requested last month to cover up the flu on the roof and outside of the Playhouse. They expect the total will be approximately \$500. There is a painting budget of \$2,500 this year and we propose it is taken from that.

Seniors: The L.E.A.P. program is now completed. We had 25 members participating and they did an amazing job. Closing night was a huge success, it was well attended. I would like to thank Mayor Lavandier for attending and saying a few words. I would also like to thank Corinna from the Senior's Federation for coming every year, we love having her there and she seems to love being there. When Cameron the instructor put in for this he told me there was room for 25, when the budget was received it was for 20, so there is an amount outstanding of \$370 for those last 5 participants that I am requesting to come out of the Senior's Budget.

*Respectively Submitted,  
Faye McQuillan, Councillor*

Motion(s) from Report:

- **Moved by Councillor F. McQuillan to release the 1<sup>st</sup> budget installment to the King's Playhouse, seconded by Councillor M. Stephen. Motion Carried.**
- **Moved by Councillor F. McQuillan that Teresa Gardener (whose criminal reference check has already been received and approved by the Town) and Jane Simmons names to be approved to the King's Playhouse Board of Directors once satisfactory criminal Reference Checks have been received by our C.A.O., seconded by Councillor M. Stephen. Motion Carried.**

**General agreement that Teresa Gardener would have to give either leave of absence or resignation from the King's Playhouse Board of Directors before applying for employment at the King's Playhouse next year. That is, if she is planning on participating in the Employment Development Agency Program again at the Playhouse.**

- **Moved by Councillor F. McQuillan to release funds to cover the expenses for the King's Playhouse in an amount up to \$500 from the King's Playhouse Paint Budget of \$2,500 for the 2016 year general budget for work to be completed on the outside flu covering and cement in the theatre, seconded by Councillor M. Stephen. Motion Carried.**
- **Moved by Councillor F. McQuillan to adopt her own report as presented, seconded by Councillor M. Stephen. Motion Carried.**

- 8.3. **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:

**Report Tabled as presented:**

Report from Sue Yoshikawa, Sportsplex Manager

After having a great January with the exception of the storm that shut our plant down on the 31st, the first week of February started off tough with a water pump/well issue on February 3rd. We lost 5 rentals and between lost revenue and potential sales plus costs associated with this issue we lost about \$2000.00. During the month we also had to purchase parts for our Zamboni including 2 pumps and a blade. This cost the budget about \$3000 in unexpected repairs.

We again were a satellite rink for the Rodd Pownal Tournament and this year received our most ice rentals for the tournament with 22 hours rented. This was up 4 from last year.

So far in March we have hosted the Bantam Tier 1 Provincials. We are currently hosting a week long tournament for the Kings County Old-timers league and we have the Cardigan Ladies tournament coming up to close out the rink on March 26th.

Sue Yoshikawa,

Manager, Three Rivers Sportsplex

Report from Councillor A. Gallant for March 2016:

F.P.E.I.M.: I have been re-elected to represent the Towns of King's County as a director with the Board of F.P.E.I.M. My term expires March 2019.

I attended the monthly board meeting of F.P.E.I.M. on March 17<sup>th</sup>, 2016. Items to note from that meeting are:

May 11, 2016 – There will be a one day training session on Procurement. I recommend that our CAO attend this.

The date for the semi-annual meeting has been set for Saturday, October 29<sup>th</sup>, 2016 location to be later determined.

Three Rivers Sportsplex: Met with the three Rivers Board of Directors on February 24, 2016.

Few things that were discussed were fundraising, been pricing, Ice Maker, Chase the Ace.

The Board and the Fire Department have teamed up to run a successful Chase the Ace. The pot as of this date is over \$4,000.

*Respectively Submitted,  
Allan Gallant, Councillor*

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

Councillor Ronald Gallant – Report March 2016

Nothing new to report from the Fire Dept., we have not received any correspondence from them.

*Respectfully Submitted,  
Ronald Gallant, Councillor.*

Motion(s) from Report:

- **Moved by Councillor R. Gallant to have a street light installed near the gazebo at West St. Beach where the Cloggeroo has their activities and for security purposes, seconded by Councillor M. Stephen. Motion Carried.**

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

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

Public Works: We have received one of the three quotes requested for a new maintenance building, you will find a copy of that in your package. Two others are expected to come in before we discuss same.

King's County Construction sent their apologies this evening for the late start in plowing the streets, they had some mechanical trouble with their truck. They are out plowing now as we speak. Until the snow clears and the roads dry up we won't be able to get the potholes marked for repair, or get the quotes on the pot holes to be fixed until spring.

Our temporary Maintenance man is still doing an excellent job. I understand that Joey is rearing to get back to work, he will be rejoining us again in the spring – that is great.

*Respectively submitted,  
Mark Stephen, Councillor*

Motions from report:

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

**8.6. *Community Events & Promotion, Georgetown School Parent Group and Youth & Recreation- Committee Chair Toby Murphy sent her regrets.***

- 9. New Business:** Deputy Mayor Michael Gallant Budget Presentation: My apologies, I don't have a formal budget speech tonight, it's been a little busy at home for the past few days. I would like to thank his worship Mayor Lavandier, Tonya and Councillor McQuillan for their work on the budget this year. Every year it seems to be getting tighter and tighter. It is a balanced budget. There are no municipal tax increases for the municipality or the sewer. There has been money allotment again this year for the Cloggeroo. There has been a little increase for the seniors. We have allotted some money from the Gardens Fund (Breedon Estate GIC) to do some work in the gardens and maybe purchase a couple of lawn tractors that we desperately need. Every year it is getting tougher, I know our neighboring Town of Montague did increase taxes this year. That was probably a gut wrenching decision, no one wants to raise taxes no

matter what. We are holding the line. This budget will be calling for borrowing of up to \$100,000 to construct a new maintenance building for the Town. We need one, we were paying rent, the amount of money that we are/were paying for rent will go towards the new structure. We will have to get some quotes in there. The Mayor's Salary has gone up about \$250 for the year, Council's salaries' have gone up by \$70 for the year. Not a lot of money, but I think we are trying to be fair too. It's an honorarium, it's not a salary. I am glad this year we will have a three year agreement with the rural fire area. The amount we agreed to is an additional \$7,000 per year, so it will be \$30,000 this year from the Rural Fire Tax Community and will be for the next three years. I would like to thank them for their cooperation, they are good people out there. There is a couple of things with the rink, the recreation facility grant is at \$9,000, and when I came on first in 1991 or 92 as Mayor the amount for the recreation facilities grant was \$15,000. It's been dropping and dropping, I would like to invite all members of Council to look at lobbying the Government to bring back the original grant of \$15,000 from its current \$9,000, it would really help a lot of small communities. The Three Rivers Area Group discussion I think will become very important as time goes by. Smaller communities are finding it difficult to go forward to provide services. We are having an aging population. I think it's time that the discussions really start going forward, and moving forward with good will between all the communities. It's no longer we versus them, but it is how we are all affected being small rural communities. I think it will take a lot of good will among all the communities and the rural areas that may be impacted and brought in for the future discussions – it's very important that we move forward on this very important matter. The budget is there before you, I hope you have all read the budget and the motions beforehand.

**10. Presentation of the 2016 Annual Budgets**

10.1. Tabling of Town of Georgetown General Account

10.2. Tabling of Town of Georgetown Sewer Corporation Account

**11. Tabling of the Financial Statement year ending 2015 and MFIR and motions by Deputy Mayor M. Gallant:**

11.1. Tabling of the 2015 Town of Georgetown General Financial Statement.

11.2. Tabling of the 2015 Town of Georgetown Municipal Financial Information Return.

11.3. That the 2016 Budgets for the Town of Georgetown General Account and the Town of Georgetown Sewage Corporation be adopted as presented.

11.4. That the financial statements for the Town of Georgetown 2015 be adopted as presented;

11.5. That the Municipal Financial Information Return for the Town of Georgetown 2015 be adopted as presented;

11.6. That the residential and commercial property tax rates be set at \$0.85 PER \$100 OF ASSESSMENT AND \$1.70 PER \$100 OF ASSESSMENT respectively for the year 2015.

11.7. That the Sewerage Tax rate be set as the same as in 2015 for 2016.

11.8. That municipal employees be granted a pay raise of 2.5% for 2016. This does not include EDA or contract personnel.

- 11.9. That the Town support initiatives that will study and strengthen municipal governance and cooperation in the historic Three Rivers Area.
  - 11.10. That building permits be set at \$25 for residential and \$100 for commercial.
  - 11.11. That MacPherson Roche Smith & Associates would be retained for 2016 as our accounting firm and auditors for the Town of Georgetown.
  - 11.12. That Carpenters Ricker be retained for 2016 as our legal firm for the Town of Georgetown.
  - 11.13. That the Administrative Assistant's Salary be increased by \$2.00 per hour for the 2016 year.
  - 11.14. That the Town support initiatives that will study and strengthen municipal governance and cooperation in the historic Three Rivers Area.
  - 11.15. That The Rural Fire Tax Rate be set at \$30,000 beginning March 31st, 2016 until March 31st, 2019.
  - 11.16. That effective January 1, 2016 the Honorariums for the Mayor be set at \$3,500 and for each member of Council be set at \$2,800 respectively.
- **Moved by Councillor M. Stephen that section 11 and all the motions contained therein be adopted as given, seconded by Councillor F. McQuillan. Motion Carried.**

Borrowing Resolution on following page:





**RESOLUTION  
GEORGETOWN  
TOWN COUNCIL  
MEETING**

**Thursday,  
March 21st, 2016**

Mayor Lewis Lavandier  
Deputy Mayor Michael Gallant  
Allan Gallant, Councillor  
Ronnie Gallant, Councillor  
Faye McQuillan, Councillor  
Toby Murphy, Councillor  
Mark Stephen, Councillor  
Tonya Cameron, CAO

**Resolution submitted at the March 21<sup>st</sup>, 2016 Regular Monthly & Annual Budget meeting of Georgetown Town Council by Councillor M. Stephen, seconded by Councillor R. Gallant. Motion Carried.**

**Town of Georgetown  
Town of Georgetown – Borrowing Resolution:**

**WHEREAS**, the Town of Georgetown has received several quotes for the building of a new maintenance/storage building. Total cost of the project estimated to be just under \$100,000; and

**WHEREAS**, the Town has to cover the full cost of the work and would like a loan to spread the payments out over time; and

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

**THEREFORE BE IT RESOLVED**, that the Town of Georgetown approach the Bank of Nova Scotia to secure a loan in the amount of \$100,000 to do build a maintenance building for the purpose of storing the Town’s public works and garden equipment, tools, tractors and to accommodate the Town’s growing storage needs, and negotiate such terms and conditions for loan repayment;

**THEREFORE BE IT FURTHER RESOLVED THAT**, the Town of Georgetown accepts responsibility for all of the project’s ongoing operations and maintenance costs, associated with storage building and the repayment the 5 year capital investment plan.

- **Moved by Councillor M. Stephen to adopt this resolution, seconded by Councillor R. Gallant. Motion Carried.**

**Approved by Georgetown Town Council this 21st of March, 2016 and the signatures of the duly authorized officials and the Town Seal affixed thereto.**



\_\_\_\_\_  
**Michael Gallant, Deputy Mayor**  
Approved Date: Mar. 21<sup>st</sup>, 2016

\_\_\_\_\_  
**Tonya Perry, CAO**  
Approved Date: Mar. 21<sup>st</sup>, 2016

Motion Passed.        Yes        \_\_\_\_\_

**12. New Policies (to be reviewed annually):**

**For 2016 the Policy relating to honorariums relating to Firefighters and the Fire Chief shall be:**

**Policy 2016-1**  
**Firefighter's Honorarium**

Effective January 1, 2016 that the Town of Georgetown shall provide one lump sum to the Department on or around December 1 of 2016 for the Members Honorarium. Members of the Georgetown Fire Department shall then have the responsibility to distribute the funds to its members and Executive members of the Department including the Chief's as they deem appropriate. Any previous Policies on this matter shall be suspended effective January 1, 2016. This Policy for 2016 is to be reviewed before the Town Budget for 2016. The Budget for Fire Chief Honorarium shall be \$2,500 for the Fire Chief and a set amount of \$5,000 total for the group of department members.

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**Policy 2016-2**  
**Training Courses**

Effective January 1st 2016 Firefighters who attend day long training courses (excluding in house training) will be paid a flat rate of \$50.00 per day plus mileage, meals will be the responsibility of the individual Firefighter. Mileage will be at the rate per kilometer used by the Town of Georgetown.

**Level 1 or 2 Training**

Effective January 1st 2016 Firefighters who enroll in either Level 1 or Level 2 Firefighting, shall be paid a lump sum of \$300.00 upon successful completion of either course. Firefighters will also be paid mileage when attending each module of the course including field training.

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**Motor Vehicle Accident(s) Cost Recovery Billing**  
**Policy 2016-3**

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

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**Other Volunteer Honorarium Policy**  
**2016-4**

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

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**The aforementioned policies shall be reviewed by Town Council, on an annual basis before the presentation of the Town Budget, with input from the various departments.**

- **Moved by Councillor R. Gallant that policies 2016-1, 2016-2, 2016-3, 2016-4 be adopted as is, and be classified as reviewed, seconded by Councillor F. McQuillan. Motion Carried.**

**13. Adjournment.**

Minutes recorded and submitted by:  
Tonya Perry, C.A.O.  
March 21<sup>st</sup>, 2016

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Michael Gallant, Deputy Mayor

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Tonya Perry, C.A.O.