



The regular monthly meeting of the Georgetown Town Council was held in the Council Chambers on 2/21/2017, at 7:14 p.m.

Council Attendance: Mayor Lewis Lavandier
Deputy Mayor Mark Stephen
Councillor Ronald Gallant
Councillor Phillip Hebert
Councillor Cody Jenkins
Councillor Cindy MacLean
Councillor Faye McQuillan

Regrets: None

Gallery Attendants: None

MINUTES GEORGETOWN TOWN COUNCIL

Tuesday
February 21st, 2017

Mayor Lewis Lavandier
Deputy Mayor Mark Stephen
Councillor Ronald Gallant
Councillor Phillip Hebert
Councillor Cody Jenkins
Councillor Cindy MacLean
Councillor Faye McQuillan
CAO Tonya Perry

1. Call to Order

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

2. Approval of Agenda: 2/21/2017

Moved for approval by Councillor M. Stephen.

Seconded by Councillor P. Hebert. 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 16th, 2017 Regular Council Meeting;

4.2. Adoption and Business thereof.

• **Moved for adoption by Councillor C. Jenkins that the Minutes be adopted as given, seconded by Councillor M. Stephen. Motion Carried.**



5. Financial Statements (Unaudited)

5.1. General Operating Account-to January 30th, 2017

5.2. Sewer Corporation Account-to January 30th, 2017

- **Moved for approval of our general operating account and our sewer operating account as presented by Councillor M. Stephen, seconded by Councillor P. Hebert. Motion Carried.**

6. Outstanding Expenditures (preliminary & supplementary list)

- **Moved by Councillor M. Stephen for approval to pay all outstanding expenditures as funds become available as presented, seconded by Councillor P. Hebert. Motion Carried.**

7. List of Correspondence from January 17th to February 21st, 2017:

7.1. Court of Probate for Nova Scotia Re: Sheila Agnes DeLory Estate; **No Action Required.**

7.2. Paul Bennett Re: Offer to help campaign for Georgetown School; **Action Required. Generally discussed invoice and visit.**

7.3. Counsellor MacLean Re: Walk of Silence for violence prevention; **No Action Required.**

7.4. Peter Van Loan, MP Re: Passing Bill C-323 (Restoration of Heritage properties); **Action Required. General agreement to send letter.**

7.5. Darlene Rhodenizer Re: Gas Tax Program Applications; **Action Required.**

7.6. TIAPEI Re: Group Insurance Medical, Dental and Drug plan; **No Action Required.**

7.7. Karen MacLeod Re: Letter of support from the community of Lorne Valley; **No Action Required.**

7.8. Dalene Stewart Re: Letter of support from the Village of Cardigan; **No Action Required.**

7.9. Jane King Re: Letter of support from the Community of Valleyfield; **No Action Required.**

7.10. Shelley Montreuil Re: Sponsorship in May Run Festival 2017; **Action Required. No funds available for sponsorship at this time.**

7.11. Valerie Flynn Re: Eastern PEI Entrepreneurship Forum Invitation; **Action Required.**

7.12. Linda Barry Re: Letter of Support from Community of Brudenell; **No Action Required.**

7.13. Paul Alan Re: Electoral Boundaries Commission Public Meeting. **No Action Required.**

7.14. Ghalia Mohamed: Re: Purple Day Awareness 2017. **Action Required. Council discussed wearing purple ribbon for March meeting – getting pictures taken.**

8. Committee Reports

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

REPORT FOR FEBRUARY 2017

I have been attending school meetings and making presentations on behalf of the Town for School meetings at Kinkora, Montague and St. Jean's School. I have been attending Sunday evening sessions with Home & School as well as other interested community members, we invited Paul Bennett to put on a hub school presentation. We are exploring all the options available to us to try to keep our school open. I want to personally commend the organizers for the Schoolhouse at the Playhouse benefit fundraiser that was held this past Saturday. Phenomenal work everyone. Kudos go to the organizers of the rally in Charlottetown on Monday, it was a huge success. It is amazing how much can be accomplished when working together.

I am pleased to report that we have received cc'd copies of letters sent to the Province from 4 of our neighboring communities. I have received an invitation from the Standing Committee on Communities, Land and Environment of the Legislative Assembly of Prince Edward Island to meet with them to discuss the effects that potential school closures would have on their respective communities. I plan on attending this meeting with some members of Council, probably on March 2nd. We can discuss this further in new business.

*Respectively Submitted,
Lewis Lavandier, Mayor*

Motion(s) from Report:

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

8.2. **Civic Center, Utilities and GADC – Councillor Ronald Gallant, Committee Chair:** Councillor R. Gallant submitted the following written reports:

REPORT FOR FEBRUARY 2017

Civic Center: The Civic Center received their quotes for the entrance at the front of the building and the washroom. Our committee is reviewing same.

Library: The Library needs electrical upgrades and minor work to the floors. There is a quote from Foster Campbell for the electrical work in the library for \$2,100. I have submitted my budget requests under separate cover.

GADC: Regarding the G.A.D.C Kent Square Retail Shops, there has been some inquiries about the price that the G.A.D.C wants for them.

Utilities: Gerald MacKenzie called me about snow at the lagoon so I told him to get John Walsh to remove the snow at the lagoon. Waiting for a conference call from Charlottetown about the lagoon work.

*Respectfully Submitted,
Ronald Gallant, Councillor.*

General discussion regarding 3 quotes received for accessibility access for the Civic Center.

General discussion re: mat for the library.

Motion(s) from Report:

- ***Moved by Councillor R. Gallant to have CAO apply to the Rick Hansen Fund for Civic Center Accessibility once Civic Center Committee decides on one of 3 quotes, seconded by Councillor P. Hebert. Motion Carried.***
- ***Moved by Councillor M. Stephen to adopt Councillor R. Gallant's report as presented, seconded by Councillor C. Jenkins. Motion Carried.***

8.3. *Beautification, Public Works and Heritage Rivers - Committee Chair Councillor Mark Stephen:* *Councillor M. Stephen submitted the following written report:*

REPORT FOR FEBRUARY 2017

Public Works: Jerry is doing an excellent job in keeping up with all of our requests. Snow, school signs, etc. We have had some complaints of too much snow in the driveways but unfortunately this part of winter snow removal. We regret that this is an inconvenience to a lot of people, our plow operator is doing his best to avoid this, but with the amount of snow that fell it is impossible to prevent this everywhere while widening streets. We are also getting a lot of compliments on the quality of snow removal work this year.

Town Sign: Town Sign running well.

Beautification: I will be ordering baskets from Arnie Nabuurs for the Spring this month. The ones we had last year looked nice on the poles, I plan to re-order the same baskets.

*Respectively submitted,
Mark Stephen, Councillor*

General discussion re: fire hydrants and snow removal.

Motion(s) from Report:

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

8.4. Community Development & Planning, Community Heritage and Youth & Recreation – Councillor Phillip Hebert, Committee Chair: *Councillor P. Hebert submitted the following written report:*

REPORT FOR FEBRUARY 2017

Community Development: Pertaining to a complaint received by a Georgetown resident I conducted a visual inspection of Ms. Durickas' property. As stated by the complaint there seems to be roof damage and a structural change. A letter has been sent to the property owner advising of this, as they are not a Town resident. A copy has been attached.

A letter of approval has also been sent to the Heritage Association for demolition of Anglican Church as per discussed at the January council meeting, also an email has been sent to the prospective buyer to update the process. Also attached

Generator should be hooked up at Civic Center this week as it was supposed to be done the week prior however unforeseen weather has delayed it. I have spoken to Fire Chief Gotell, he would like to do a trial run on the first available Saturday which all are welcome to attend to learn the process. Also I feel this sufficiently addresses our need for a warming center.

Completion of warming center inquiry.

Youth and Recreation: I have been in contact with the Eastern sports council about possible supply of equipment and try it days for youth activities. I am currently working with the director to discuss possibilities and perhaps funding. Bleachers are currently in parking lot at Whites Fabrication, I recommend council to stop and take a look if they are in Montague and have a free moment - job well done

Heritage: Nothing new to report

Also included: I have also attached some research I did on impact of small school closures on municipalities which I think can be useful for our March PowerPoint presentation.

Cardigan Minor Ball would like a letter from the Town advising that we will maintain the ball fields on a regular basis, and they would be willing to allow us to set up a team here under their umbrella.

*Respectively submitted,
Phillip Hebert, Councillor*

General discussion re: generators and warming station.

Motion(s) from Report:

General agreement of Council to send letter to Cardigan, that we will be maintaining our ballfield.

- ***Moved by Councillor C. MacLean to adopt Councillor P. Hebert's report as presented, seconded by Councillor F. McQuillan. Motion Carried.***

8.5. *Fire Department, Seniors Affairs and AA Macdonald Memorial Gardens - Councillor Faye McQuillan, Committee Chair:* Councillor McQuillan submitted the following verbal reports:
REPORT FOR FEBRUARY 2017

Seniors Affairs: LEAP program has ended. In 4 weeks they completed their baskets. It looks lovely. I would like to invite everyone to come and see what they did tomorrow night at the closing at 7:00 p.m.

Just waiting to hear back from Troy in Charlottetown regarding the new group of senior's computers – they may be coming in as early as next week.

We are still awaiting information on the Seniors New Horizon Program, we did call in and they said decisions would be made in the middle of March.

Fire Department: I met with the Fire Dept., nothing new to report to the Town.

AA Macdonald Memorial Gardens:

*Respectively Submitted,
Faye McQuillan, Councillor*

General discussion re: Sympathy Cards: Unfortunately we will need a bunch. Council would prefer our own logo on them, made here. Councillor Faye McQuillan will send off the addresses needed to be sent to tomorrow.

General discussion re: budget requests from Fire Dept.

Large donation from Estate will come in for the Gardens.

Motion(s) from Report:

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

8.6. Community Events and Promotion, Georgetown School and King's Playhouse – Councillor Cindy MacLean, Committee Chair: *Councillor C. MacLean submitted the following written reports:*

REPORT FOR FEBRUARY 2017

Georgetown School: I am so proud as I am sure all Council is at the fantastic turnout to hug our school event, we were 500+ strong with people from all over PEI supporting our cause, which did send a tremendous message to the Premier and Cabinet. Thank you to all the organizers/volunteers who made this event such a huge success.

The SOS Committee, Councillors, Mayor and Staff and numerous concerned parents and citizens attended the meeting at MRHS on Feb 2nd to present yet again our information/documentation and project our common sense to stop these suggested school closure recommendations and we pointed out numerous flaws in the recommendation report to the School Board. This meeting was very well attended and it was great to see so many people on the same page as we are in our plight to save the schools. We had a huge and successful rally on Monday Feb 20th Islander Day to show the Premier and Cabinet just how disgusted we are that they are trying to close rural PEI and they are starting to do that by closing 5 schools. I would ask that all council, mayor and staff be present at this rally. I encourage us all to continue to be vocal and keeping our plight in the forefront. Use face book, send letters etc. all you can do to voice your distain for what this government is doing to our small communities.

I would like to commend Councillor Hebert taking the initiative to seek a donation to the school cause from council and commend Councillor Gallant's on his suggestion on how to achieve this donation, thank you both.

Kings Playhouse: I attended the January AGM of the Kings Playhouse Board. Randall Fletcher submitted his resignation. Mayor Lavandier and several others in attendance thanked Randall for his dedication, time and the hard work he has given to see the Playhouse be successful. It was noted that Randall's shoes will be hard shoes to fill. The board is looking for more board members and if anyone knows any persons that might be interested please notify Haley or Barb Mazerolle. Selection of board positions was hard pressed to get anyone to come forward to accept positions on the board.

We are still awaiting word from the insurance regarding the chimney replacement. The hot water problem with the kitchen was also addressed. The board is in the process of purchasing a new water heater that should alleviate the hot water issues.

Community Events and Promotions: The Walk of Silence has been cancelled due to weather. I contacted the lady about returning the mini grant we received and she encouraged me to try to coordinate some small event so we can use up the

mini grant – rather than have it returned to them. I told her we would try to come up with something and I will let her know what it will be.

I have not organized any Summer Days Committee meetings yet as we are focusing all our efforts on saving our school. I will however this week be in contact with last year's Summer Days Committee members to set up a meeting to get things started for our event this year. Since most of this is new to me I have asked Tonya to help/update me with procedure for applying for available grants etc. I will also be asking Councillor McQuillan and former 'Councillor Toby Murphy for some input as they have both had this portfolio and know what works and what doesn't. There were several joint coordinated efforts to host events this month to save our schools i.e. Paul Bennett and friends with their input to saving small schools (very informative)? Schoolhouse at the Playhouse Concert/Fundraiser with the Four Tellers, Saturday Feb 18th, and a small demonstration at the Premier's Fundraiser Dinner Friday Feb 17th, to come in contact with as many of Cabinet members as we can to keep them aware we are not going away in regards to our small schools slated for closure and are seeking their support to keep schools open.

If any of you have any other suggestions as to what we can do to ensure small schools remain open we would like to hear them.

If there are no questions regarding my report I respectfully submit my report for adoption.

*Respectively submitted,
Cindy MacLean, Councillor*

King's Playhouse Report submitted by Haley Zavo, Executive Director, and presented by Councillor Cindy MacLean:

Kings Playhouse Report for February 2017

HR Updates: Bruce Blackett finished his EDA term at the end of January, and Kristene Stoodley began her EDA term on February 13th.

Samantha Bruce is continuing on with us. She is currently employed under the 'Elle-evate' provincial program which continues until the end of March. At that point we're hoping that she'll be able to pick up a Graduate Mentorship/Theatre Mentorship placement.

Funding Updates: Our application for Cultural Spaces is almost complete. Application has been made for Federal Summer Student funding.

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

In addition to our Tuesday night ceilidhs (which have been intermittent due to bad weather)

January 19th: Visions and Voices
 January 28th: East Coast Art Party
 February 4th: Brett Kissel
 February 11th: 'Love Changes Everything' Valentine's Cabaret
 February 16th: Rural Schools Forum (Lead by the NS Small Schools Initiative)

Upcoming Events: February 18th: Schoolhouse in the Playhouse – Fundraiser in support of Georgetown School
 February 26th: Migrant Dreams (Film Screening) followed by community dinner
 March 2nd: Entrepreneurship Forum
 March 3rd: Bboyizm workshop (Georgetown School)
 March 4th: Bboyizm –'Evolution of B-boying'

Programming/Planning Updates: Musical theatre classes have begun in Souris, but weather and circumstances have impeded the start of classes in Georgetown. Hopefully we'll have more success in the coming weeks.

We're in the final stages of finalizing our summer season, but it should run for a promising 6 nights/ week.

Professional Development: I attended 3 PD sessions. The first was an APA workshop held in Charlottetown, focusing on building connections and peer solutions between Island arts organizations. The second was a session by the PEIBWA called 'Getting Sh*t Done'. The third was a Points East session on 'Maximizing Sales in a Seasonal Business'. All three sessions offered valuable information that I found to be incredibly beneficial in my role.

I've also been accepted as a delegate to the Canadian Arts Symposium being held in Charlottetown in May.

*Respectfully submitted,
 Haley Zavo, Executive Director
 King's Playhouse*

Motion(s) from Report:

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

8.7. Finance, Storm Water Management and Three Rivers Sportsplex - Committee Chair Councillor Cody Jenkins: *Councillor C. Jenkins submitted the following written report:*

REPORT FOR FEBRUARY 2017

Three Rivers Sportsplex: Benji, the Board of Directors and the Fundraising Committee continue to run like a well-oiled machine. They are great at addressing any issues that pop up and are always great to inform me of all their doings.

As you know the weather hasn't been all that great, which has resulted in the closure of the rink a few times, but most of the ice times have been or will be made up.

Storm Water: I opened my mouth a little early by saying everything seemed to be running smoothly at the last council meeting. About a week after we had a warm day with a lot of rain. It caused some problems with drainage.

Jerry went out to see if he could up unblock it but was unsuccessful and we required Jimmy Paterson to come in with a mini backhoe and unclog a few of the ditches.

Finance: With all the inclement weather, I changed the date of the Public Consultation of the budget to February 27, with February 28th as the storm date. The budget is going to be tough as there is not much room to be moving money from one this to another. The numbers are tight and we already have the highest taxes in the region so I don't believe putting them up is an option but we can afford to put them down in the long run. Also, the government is, little by little, cutting funding in all areas. With all this in mind I won't be making any major changes to any portfolios budgets, but I do ask that we look at getting the most out of any government grants and funding we can access.

Half of us here are new and still learning the ropes and none of us will be perfect at this, but we all received a companion binder and we should take some time to really go through this. There is a part pertaining to motions and it is as follows:

Notice of Motions: Notices of Motions shall be sent to the Administrator in writing not less than four days before the meeting that they are to be discussed. Such motions shall be placed upon the agenda in the order in which they are received by the administrator.

*Respectively Submitted,
Cody Jenkins, Councillor.*

General discussion re: amalgamation and annexation.

General discussion re: roads, snow removal and Provincial grant for us to look after same.

Motion(s) from Report:

- ***Moved by Councillor C. Jenkins to call our budget presentation meeting for regular and Sewer Corporation on Monday March 20th, 2017 at 6:00 p.m., seconded by Councillor P. Hebert. Motion Carried.***

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

General discussion re: in-camera session, as well as notice of motions. General consensus of Council to follow through with the policy that is already in place regarding notice of motions.

**8.8. Administrator's Report: Tonya Perry, Chief Administrative Officer:
REPORT FOR FEBRUARY 2017**

We have applied for another grant-in-lieu for property taxes of the Town's 3 main facilities, we generally get a very good break on property taxes for these 3 facilities every few years.

I have been working with Mayor Lavandier, our maintenance man, Dorothy and Fire Chief trying to make application for a new insurance carrier which may save us 20-25% on our insurance and give us more coverage.

Very disappointed to see the decline in population of our census, according to Feb. 8th, 2017 release from Stats Canada we have dropped in population from 675 to 555, this is more than 17.5 percent decrease. It will have a huge negative affect on our municipal support grant, and I am worried that Council may have to again look to municipal property tax increases in order to remain status quo with the budget. I have a call into municipal affairs to find out when we will hear back on the municipal support grant changes, unfortunately it is still in the hands of the Finance Dept., so all they can tell us for now is that they will let us know as soon as they know. We will have to prepare for the worst and hope for the best, perhaps this year will require 2 draft budgets so that we are ready for the figures we get first week of March.

Respectively Submitted

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

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

9. New Business:

- 9.1. Moved by Councillor Phillip Hebert and seconded by Councillor Cody Jenkins that First Reading be given to Town of Georgetown BYLAW 2017-1 LICENSING AND STREET VENDOR BYLAW. Motion Carried.**



Moved by Councillor Phillip Hebert and seconded by Councillor Cody Jenkins at a regular meeting of Town Council on February 21st, 2017 that First Reading be given to Town of Georgetown LICENSING AND STREET VENDOR BYLAW 2017-1. Motion Carried.

TOWN OF GEORGETOWN

BYLAW NAME: LICENSING AND STREET VENDOR BYLAW
BYLAW #: 2017-1

Licensing and Street Vendor Bylaw 2017-1 – Effective Date April 17th, 2017.

A bylaw to fix and determine the amount of annual license fees to be paid by various and sundry businesses, companies, arts, trades and employments doing business in the Town of Georgetown.

Be it enacted and it is hereby enacted by the Town Council of the Town of Georgetown, pursuant to Sections 30, 59 and 64 of the *Municipalities Act*, R.S.P.E.I. 1988, c. M-13 and amendments thereto:

1. **Name**

This Bylaw may be referred to as the "Georgetown Licensing and Street Vendor Bylaw".

2. **Definitions**

In this Bylaw:

- a. "chief administrative officer" means the Chief Administrative Officer appointed by council pursuant to the act;
- b. "council" means the Town Council of the Town of Georgetown;
- c. "lunch truck" means a motorized vehicle which is used or intended to be used for transporting to and selling prepared food products at various locations;
- d. "mobile sales establishment" means a business located in a motorized vehicle or moveable structure that is towed or moved by a motorized vehicle and where all of the goods, wares or foodstuffs that are offered for sale are contained entirely within the motorized vehicle or moveable structure, or on allotted space subject to site approval, but does not include a lunch truck;



- e. "person" means any person, persons, partnership or company;
- f. "push cart" means a push cart or pedal powered cart where all of the goods offered for sale are contained entirely within the cart and consists primarily of food and beverages;
- g. "Town" means the Town of Georgetown, Prince Edward Island.

3. License Regulations

Council may make regulations from time to time by simple resolution establishing:

- a. Categories of persons who shall be required to obtain a license from the Town before carrying out any business, art, trade or employment in the Town.
- b. Annual fees payable for persons carrying out any business, art, trade or employment in the Town.

4. Licensing Year

Annual license fees payable pursuant to section 3 shall be in effect from January 1 in each year to December 31 in the same year and shall be due and payable on April 1 each year except where persons establish any business, art, trade or employment in the Town after April 1 in any year, the license fee shall be due and payable immediately.

5. Offence

Any persons who violates any provision of this Bylaw or who fails to perform any act required hereunder or does any prohibited act, shall be guilty of an offence and liable on summary conviction, in addition to an order to pay the applicable license fee, to a fine not exceeding \$1,000. Each day the violation continues shall constitute a separate offence.

6. Liability

The agent or manager of any Corporation carrying on a business in the Town which is the subject of this Bylaw shall be personally liable for payment of the license fee in the manner set out herein, and upon default of payment shall be guilty of the offence set out in section 5 of this Bylaw.

7. Interest

License fees not paid when due shall bear interest at the rate of ten percent per annum and in addition to the penalty provided in section 5 and 6 of this Bylaw, the

chief administrative officer may take action by way of civil suit in the name of the Town to enforce payment of any outstanding license fee or interest.

8. License Category

Where the persons carrying on any business, art, trade or employment in the Town that falls into more than one licensing category, the category bearing the higher license fee shall apply.

9. Payment

Payment of license fees required under this Bylaw shall be made to the Town of Georgetown.

10. License Forms and Insurance Certificates

The chief administrative officer shall determine the form or forms of the licenses and which are the subject of this Bylaw, and where no form is established, a receipt from the Town for the appropriate license fee shall be evidence that the appropriate license has been granted for the year specified on the receipt. Schedule "A" Insurance Certificate must be completed by the applicant and submitted to the chief administrative officer along with proof of required insurance, and completed Schedule "B".

11. Push Cart License

- a. Any person or company seeking a license to operate a push cart in the Town shall make application therefor to the council:
- b. Council shall allow or refuse the application based upon considerations of safety, desirability, impact on established businesses in the Town, public convenience and such other considerations as it deems appropriate.
- c. Council may attach terms and conditions to the approval of the license if granted including but not limited to:
 - i. hours and days of operation;
 - ii. health code requirements;
 - iii. litter control;
 - iv. approved locations.
- d. The license for a push cart shall be valid for the calendar year in which the application is made only. A new application is required to council for each calendar year.
- e. No appeal shall lie from a decision of council respecting a push cart license.

12. Door to Door Salesperson License

- a. Any person or company seeking a license to operate as a door to door salesperson in the Town shall make application therefor to the council.
- b. Council shall allow or refuse the application based upon considerations of safety, desirability, impact on established businesses in the Town, public convenience and such other considerations as it deems appropriate.
- c. Council may attach terms and conditions to the approval of the license if granted including but not limited to:
 - i. hours and days of operation.
- d. The license for a door to door salesperson shall be valid for the calendar year in which the application is made only. A new application is required to council for each calendar year.
- e. No appeal shall lie from a decision of council respecting a door to door salesperson license.

13. Mobile Sales Establishment License:

- a. Any person or company seeking a license to operate a mobile sales establishment in the Town shall make application therefor to the council.
- b. Licenses may be granted for a mobile sales establishment to conduct business on a maximum of two locations in the Town and each application shall be accompanied by a letter of permission from the owner(s) of the property on which the mobile sales establishment will be located.
- c. Council shall allow or refuse the application based upon considerations of safety, desirability, impact on established businesses in the Town, public convenience and such other considerations as it deems appropriate.
- d. Council may attach terms and conditions to the approval of the license if granted including but not limited to:
 - i. hours and days of operation.
 - ii. health code requirements.
 - iii. litter control.
 - iv. approved locations.
- e. The license for a mobile sales establishment shall be valid for the calendar year in which the application is made only. A new application is required to council for each calendar year

- f. No appeal shall lie from a decision of council respecting a mobile sales establishment license.

14. *Lunch Truck License*

- a. Any person or company seeking a license to operate a lunch truck in the Town shall make application therefor to the council.
- b. Council may require a letter of permission from the owner(s) of the property on which the lunch truck will be located.
- c. Council shall allow or refuse the application based upon considerations of safety, desirability, impact on established businesses in the Town, public convenience and such other considerations as it deems appropriate.
- d. Council may attach terms and conditions to the approval of the license if granted including but not limited to:
 - i. hours and days of operation.
 - ii. health code requirements.
 - iii. litter control.
 - iv. approved locations.
- e. The license for a lunch truck shall be valid for the calendar year in which the application is made only. A new application is required to council for each calendar year.
- f. No appeal shall lie from a decision of council respecting a lunch truck license.

15. *Effective Date* The effective date of this Bylaw is April 17th, 2017.

Schedule "A"

INSURANCE CERTIFICATE

During the Period of the term of this license agreement with,

(Street Vending Business & Applicant)

shall maintain a policy of public liability and property damage insurance, including liquor liability coverage if applicable, in the amount of **Two Million Dollars (\$2,000,000)** and containing endorsements showing the "Town of Georgetown" as an additional insured and having a cross-liability clause, in a form satisfactory to the Town of Georgetown. Proof of insurance shall be made available to the Town of Georgetown with this application.

Name of Applicant - must be incorporated or an individual:	
Signature of Applicant or Authorized Representative:	Signature of Witness:
Print Name and Title:	Print Name of Witness:
Date:	

Schedule "B" APPLICATION FOR STREET VENDORS LICENSE

Business Name:

Is this a first time application? Yes <input type="checkbox"/> No <input type="checkbox"/>	Number of Years in business? _____
Type of Vendors License: <input type="checkbox"/> Mobile Sales Establishment <input type="checkbox"/> Food Truck <input type="checkbox"/> Push Cart <input type="checkbox"/> Other Specify	

Applicant:	
Mailing Address & Postal Code:	
Telephone #(day):	Telephone #(night):
Cell:	Fax:
Email Address:	

Description of Goods Being Offered for Sale and/or Rented:

Location(s) Requested:			
Food Truck –	Location 1 <input type="checkbox"/>	Location 2 <input type="checkbox"/>	Location 3 <input type="checkbox"/>
Push Cart –	Location 1 <input type="checkbox"/>	Location 2 <input type="checkbox"/>	Location 3 <input type="checkbox"/>
Mobile Sales Establishment –	Location 1 <input type="checkbox"/>	Location 2 <input type="checkbox"/>	Location 3 <input type="checkbox"/>
Other -	Location 1 <input type="checkbox"/>	Location 2 <input type="checkbox"/>	Location 3 <input type="checkbox"/>

Start Date: Seasonal – Apr – Dec. Year Round (Food Trucks Only) Daily / Weekly	End Date: _____
Operating Hours – Start: _____	Operating Hours – Closing: _____

Schedule "B".../continued on next page

**... Continuation of- Schedule "B"
APPLICATION FOR STREET VENDORS LICENSE**

Apparatus Description Information: (Food Truck/ Push Cart/ Mobile Sales Establishment Licenses Only)

Make:	Model:	Year:
Serial Number:		
Does Vehicle/ Equipment require Provincial Vehicle Registration?:		
Yes <input type="checkbox"/> No <input type="checkbox"/>		
License Number:		Inspection Valid Until:
ATTACHMENTS – Check all that apply:		
Photographs/Artist Conception of:		
<input type="checkbox"/> Mobile Sales Establishment <input type="checkbox"/> Food Truck <input type="checkbox"/> Push Cart <input type="checkbox"/> Other Specify		
Site Plan of Selected Location:	Attached <input type="checkbox"/>	
Certificate of Insurance:	Attached <input type="checkbox"/>	
Hold Harmless Agreement:	Attached <input type="checkbox"/>	
Photos (3) Applicant:	Attached <input type="checkbox"/>	
Public Health Certificate:	Attached <input type="checkbox"/>	
Electrical Inspection Certification:	Attached <input type="checkbox"/>	

**... Continuation of- Schedule "B"
APPLICATION FOR STREET VENDORS LICENSE**

The applicant acknowledges that he/she has read the Licensing and Street Vendor Bylaw in its entirety, fully understands the terms and conditions as outlined and has fully disclosed all details and components related to the applications of the street vending license.

Applicant Name:	Date:
Applicant Signature:	

HOLD HARMLESS AGREEMENT

_____, (Name of Applicant) shall indemnify and hold the Town of Georgetown harmless from and against all liability, loss, claims, demands, costs, and expenses, including reasonable legal fees, occasioned wholly or in part by any negligence or acts or omissions by the above named, their officers, agents, employees, or others for whom they are responsible at law arising out of any cause whatsoever, either direct or indirect, through its use and/or operation of Town property in connection with

(Street Vending Business)

excluding only such liability as may solely rise out of the negligence of the Town of Georgetown, its employees, officers, or agents.

**... Continuation of- Schedule "B"
APPLICATION FOR STREET VENDORS LICENSE "CHECK LIST"**

Push carts, food trucks, mobile sales equipment and other:

1. Application (Schedule "B"); and
 - a. Insurance (Schedule "A") Form.
2. Full description and photograph or an artist's concept of any push cart, food truck, mobile sales equipment or other.
3. Approvals:
 - a. Police
 - b. Building Inspector
 - c. Fire Inspector
 - d. Insurance for at least two million dollars (\$2,000,000) liability with the Town of Georgetown named as a third party and with notice given by the insurance company to the Town of Georgetown if the insurance is ever cancelled.
4. Permits:
 - a. Push Carts
 - i. Public Health
 - ii. Electrical
 - b. Food Trucks
 - i. Public Health
 - c. Mobile Sales Equipment
 - i. Public Health
 - ii. Electrical
 - d. Other (as required and/or):
 - i. Public Health
 - ii. Electrical
5. Fee: Cash or certified cheque payable to the Town of Georgetown (refer to Schedule "C" License Fee Schedule).

Schedule "C"

LICENSE FEE SCHEDULE

1. Push Cart per space (or other similar)	\$300 (year round)
2. Push Cart per space (or other similar)	\$200 (Apr. –Dec.)
3. Food Truck per space (or other similar)	\$900 (year round)
4. Food Truck per space (or other similar)	\$600 (Apr. – Dec.)
5. Mobile Sales Equipment (or other similar)	\$500 (year round)
6. Mobile Sales Equipment (or other similar)	\$300 (Apr.-Dec.)

Applies to all – in lieu of a season or year license, you can purchase a Daily or Weekly License in the Town of Georgetown. *Schedule "A" & "B" must be completed and approved. Prices as follows:

All	\$30.00 (Daily)
All	\$120.00 (Weekly)

Additional Fees:

Written request will be required if other Town services or utilities are requested to be utilized by the applicant. Additional fees will be required to utilize Town of Georgetown utilities (i.e. electricity, etc.) costs/fees to be determined by Council on a case by case basis where deemed approved by Council.

Location changes must be applied for by applicant and request submitted to Council along with a new site plan. Re-application fees may be deemed necessary by Council.

First Reading(s):

The Bylaw was read a first time by a majority of Councillors present at the Council meeting held on the 21st day of February, 2017.

This Bylaw was approved by a majority of Councillors present at the meeting held on the 21st day of February, 2017.

Second Reading: (not yet given)

This Bylaw was read a second time by a majority of Councillors present at the Council meeting held on the ?? day of ??, 2017.

This Bylaw was approved by a majority of Councillors present at the Council meeting held on the ?? day of ??, 2017.

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 ??th day of ??, 2017.

Lewis Lavandier, Mayor
(Signature sealed)

Tonya Perry, CAO
(Signature sealed)

Minister's Signature:

The Bylaw 2017-01 – LICENSING AND STREET VENDOR BYLAW FOR THE TOWN OF GEORGETOWN

_____ is/are hereby approved.

Dated on the _____ day of _____, 2017.

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

- 9.2. General discussion re: presentation to Committee of the Legislative Assembly. Councillor P. Hebert advised he would like to be part of it. Proposed dates March 2nd or March 9th. All members of Council welcome to attend to present on behalf of the importance of the School in our Town, and we will provide input as to how the potential of school closure will negatively affect our Town. Council agreed to go with March 9th date.
- 9.3. Civic Center committee discussed and reviewed the three quotes we have on file for accessibility to the Civic Center. Generally agreed to go with Josh Clory's quote.
- **Moved by Councillor R. Gallant to accept Josh Clory's quote in the amount of \$8,566.58, plus an additional \$4,800 plus HST for automatic panic button, for work to the civic center to make it more accessible, pending availability of funding being awarded to the Town, CAO to apply to Rick Hansen Fund for same, seconded by Councillor M. Stephen. Motion Carried.**

General discussion regarding meeting with Cloggeroo to review the overall festival format. Put them on the schedule for the March meeting.

10. Adjournment:

- **Mayor Lavandier advised there is no further business at approximately 9:19 p.m. meeting to be adjourned.**

Minutes recorded and submitted by:
Tonya Perry, C.A.O.
March 20th, 2017

Lewis Lavandier, Mayor

Tonya Perry, C.A.O.