



**MINUTES  
GEORGETOWN  
TOWN COUNCIL  
SPECIAL  
BUDGET  
MEETING**

**Monday  
March 20<sup>th</sup>, 2017  
6:00 p.m.**

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



**The Annual Special Budget Meeting of the Georgetown Town Council was held in the Council Chambers on 3/20/2017, at 6:00 p.m.**

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

Regrets: Mayor Lewis Lavandier

Gallery Attendants: Barb Mazerolle, Dorothy Macdonald and Charlotte MacAulay – the Eastern Graphic.

**1. Call to Order**

Deputy Mayor Mark Stephen as Acting Mayor in the absence of Mayor Lewis Lavandier called the meeting to order at 6:00 p.m.

**2. Approval of Agenda: 3/20/2017**

**Moved for approval by Councillor F. McQuillan.**

**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. **Charlotte MacAulay, the Eastern Graphic advised she would also be recording.**

**3. Business/Presentations from the Floor: None.**

**4. New Business: None.**

**5. Acting Mayor M. Stephen turned the floor over to the Chair of Finance, Councillor Cody Jenkins to present the 2017 Annual Budgets**

**5.1. 2017 Town of Georgetown General Account Budget – tabled.**

## 5.2. 2017 Georgetown Sewer Corporation Account Budget – tabled.

Finance Chair Councillor Cody Jenkins gave the following 2017 Budget Address:

It is my duty as Chair to present the 2017 General Revenue Account and 2017 Sewer Corporation Revenue Budget. I would like to thank Council for their input, along with the Finance Committee and the CAO for all of their hard work on this budget. As you know it is getting harder every year to maintain our services without putting up taxes, or even cutting services. So I am glad this year we didn't increase taxes and made no major cuts in delivering our services. I feel we did a good job keeping everything nearly status quo.

## 6. Tabling of the Financial Statement year ending 2016 and MFIR and motions by Councillor C. Jenkins:

6.1. Tabling of the 2016 Town of Georgetown General Financial Statement.

- ***Moved by Councillor P. Hebert to adopt the 2016 Town of Georgetown General Financial Statement, seconded by Councillor C. MacLean. Motion Carried.***

6.2. Tabling of the 2016 Town of Georgetown Municipal Financial Information Return.

- ***Moved by Councillor P. Hebert to adopt the 2016 Town of Georgetown Municipal Financial Information Return, seconded by Councillor C. MacLean. Motion Carried.***

## 7. Motions:

7.1. That the 2017 Budgets for the Town of Georgetown General Account and the Town of Georgetown Sewage Corporation be adopted as presented.

- ***Moved by Councillor P. Hebert that the 2017 Budgets for the Town of Georgetown General Account and the Town of Georgetown Sewage Corporation be adopted as presented, seconded by Councillor F. McQuillan. Motion Carried.***

7.2. That the financial statements for the Town of Georgetown 2016 be adopted as presented;

- ***Moved by Councillor P. Hebert that the Town of Georgetown General 2016 Financial Statements be adopted as presented, seconded by Councillor F. McQuillan. Motion Carried.***

7.3. That the Municipal Financial Information Return for the Town of Georgetown 2016 be adopted as presented;

- ***Moved by Councillor P. Hebert that the Town of Georgetown 2016 Municipal Financial Information Return be adopted as presented, seconded by Councillor C. MacLean. Motion Carried.***

7.4. 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 2017.

- ***Moved by Councillor P. Hebert that the Town of Georgetown 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 2017, seconded by Councillor F. McQuillan. Motion Carried.***

7.5. That the Sewerage Tax rate be set as the same as in 2016 for 2017.

- ***Moved by Councillor P. Hebert that the Georgetown Sewerage Tax rate be set as the same as in 2016 for 2017, seconded by Councillor C. MacLean. Motion Carried.***

7.6. That a wage increase freeze for municipal employees be put in place for 2017. This does not include any minimum wage increases.

- ***Moved by Councillor P. Hebert that the Town of Georgetown set a wage increase freeze for municipal employees to be put in place for 2017. This does not include any minimum wage increases, seconded by Councillor C. MacLean. Motion Carried.***

7.7. That building permits increase from \$25 for residential to \$50 and increase from \$100 for commercial to \$125.

- ***Moved by Councillor P. Hebert that the Town of Georgetown building permits increase from \$25 for residential to \$50 and increase from \$100 for commercial to \$125, seconded by Councillor C. MacLean. Motion Carried.***

7.8. That MacPherson Roche Smith & Associates would be retained for 2017 as our accounting firm and auditors for the Town of Georgetown.

- ***Moved by Councillor P. Hebert that MacPherson Roche Smith & Associates would be retained for 2017 as our accounting firm and auditors for the Town of Georgetown, seconded by Councillor C. MacLean. Motion Carried.***

7.9. That Tom Matheson be retained for 2017 as our legal counsel for the Town of Georgetown.

- ***Moved by Councillor P. Hebert that Tom Matheson be retained for 2017 as our legal counsel for the Town of Georgetown, seconded by Councillor C. MacLean. Motion Carried.***

**7.10.** That The Rural Fire Tax Rate be set at \$30,000 and continue at that rate until March 31<sup>st</sup>, 2018.

- ***Moved by Councillor P. Hebert that the Rural Fire Tax Rate be set at \$30,000 and continue at that rate until March 31st, 2018, seconded by Councillor C. MacLean. Motion Carried.***

**7.11.** That effective January 1, 2017 the Honorariums for the Mayor continue to be set at \$3,500 and for each member of Council be set at \$2,800 respectively.

- ***Moved by Councillor P. Hebert that effective January 1, 2017 the Honorariums for the Mayor continue to be set at \$3,500 and for each member of Council be set at \$2,800 respectively, seconded by Councillor C. MacLean. Motion Carried.***

**8. New Policies (to be reviewed annually):** Acting Mayor Mark Stephen asked Councillor Cindy MacLean to present the annual policies.

For 2017 the Policy relating to honorariums relating to Firefighters and the Fire Chief shall be:

**Policy 2017-1**  
**Firefighter's Honorarium**

Effective January 1, 2017 that the Town of Georgetown shall provide one lump sum to the Department on or around December 1 of 2017 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, 2017. This Policy for 2017 is to be reviewed before the Town Budget for 2018. 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 2017-2**  
**Training Courses**

Effective January 1st 2017 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 2017 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 2017-3**

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  
2017-4**

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 Cody Jenkins to adopt policies 2017-1 through 2017-4 as presented, seconded by Councillor P. Hebert. Motion Carried.***

**9. Adjournment:**

- ***Acting Mayor Mark Stephen advised there is no further business at approximately 6:10 p.m. meeting to be adjourned. Councillor C. Jenkins moved for adjournment.***

Minutes recorded by:  
Former C.A.O. Tonya Perry, C.A.O.  
And Submitted by:  
Dorothy Macdonald, C.A.O.  
April 17<sup>th</sup>, 2017

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Mark Stephen, Deputy, Mayor

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Dorothy Macdonald, C.A.O.