



**Minutes**  
**Georgetown Town Council Meeting**  
**Regular Monthly Meeting**  
**Monday December 18, 2017 at 7:00 p.m.**

**Council Attendance:**

Mayor Lewis Lavandier  
Councillor Ronald Gallant----- absent  
Councillor Cody Jenkins  
Councillor Faye McQuillan  
Councillor Cindy Maclean  
Councillor Phillip Hebert  
Councillor Mark Stephen

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**1.0 Call to Order Meeting;**

The meeting was called to order at 7 PM

**2.0 Approval of Agenda**

The Agenda was moved for approval by Councillor Stephen and seconded by Councillor MacLean

**2.1 Additions to the Agenda**

Additions to the Agenda were:

Information on the MGA and Discussion on development permit Grafton Street

**2.2 Conflict of Interest Provision**

Part VI, Section 23 of the *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.

**2.3 Declaration**

Councillor McQuillan declared conflict for the Discussion on the Grafton Street project

**2.4 Be advised that we are recording these proceedings; If anyone-else is recording we would ask that you please declare same.**

NO one else was recording

**3.0 Business/Presentations from floor or other:**

Chris Vesey- Red Cross Recruiting

Mr. Vesey, reported on the need for an Emergency team to the East of PEI. The Red Cross is spearheading a campaign to raise awareness but to establish a balance team of emergency service workers on PEI. Mr. Vesey gave a description of duties of the Red Cross Emergency team and the levels of assistance they provide. Mr. Vesey is encouraging us to help them reach out to obtain volunteers.

**Minutes**  
**GEORGETOWN**  
**TOWN COUNCIL**  
**MEETING**

**Monday**  
**December 18, 2017**  
**7:00 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 Dorothy Anne Macdonald



Mr. Vesey is going to send along a package we can use to help them promote for volunteers.

#### **4.0 Minutes from Previous Meeting(s):**

##### **4.1 Nov 20th, 2017 Regular Meeting Adoption, and Business there from.**

Questions from the minutes were brought forward from Councillor Maclean about the minutes. Councillor Maclean was not in attendance at the last meeting.

It was moved to adopt the minutes as presented by Councillor Jenkins and seconded by Councillor Stephens, Motion Carried

#### **5.0 Financial Statements (unaudited)**

##### **5.1 General Operating Account**

##### **5.2 Georgetown Sewer Utility Corporation**

It was moved to adopt the Financial Statements as presented by Councillor Stephens and seconded by Councillor MacLean, Motion Carried

#### **6.0 Approval of Outstanding Expenditures**

It was moved by Councillor Stephens to pay the outstanding expenses as funds permit, Seconded by Councillor McQuillan. Motion Carried

#### **7.0 Correspondence / Business From:**

##### **Final List of Correspondence Received:**

##### **7.0 List of Correspondence December 18, 2017**

**7.1 PEI Liquor Control Commission** Not considering expansion **No Action Required.**

**7.2 Georgetown Elementary School** Park Safety **Action Required.**

Council discussed the gardens pond and potential risk to children playing on the ice and falling into the pond. It was decided to not only update the signs that were fading but to lower them and have the pond fenced in with snow fencing. Council preferred it not to be orange. The funds will come from the gardens fund as the public works budget is over budget and Maintenance manager Mark Gotell will be asked to do it at his earliest convenience.

A letter will be sent to the School informing them of the action

It was moved by Councillor Stephens, and seconded by Councillor McQuillan, Motion Carried

**7.3 GPI: Letter in response to Closing gates Truck traffic Action Required**

## **8.0 Committee Reports:**

### **8.1 Mayor Lewis Lavandier – Government Relations**

Committee Chair;

Verbal Report:

Mayor Lavandier reported on the Georgetown Area Development, and brought forward two names appointed to the board until the next AGM.

It was moved to adopt the verbal report by Councillor Stephens and seconded by Councillor Hebert, Motion Carried

### **8.2 Councillor Ronald Gallant – Civic Center, Utilities and GADC, Committee Chair;**

No Report Councillor was absent

### **8.3 Councillor Mark Stephen – Beautification, Public Works and Heritage Rivers**

Committee Chair;

Verbal Report

Councillor Stephens reported on the West Street project ending for the season. He noted the senior's meal was excellent and that the lights in the town were looking great.

It was moved by Councillor Jenkins and seconded by Councillor Maclean to adopt the verbal report, Motion Carried.

### **8.4 Councillor Phillip Hebert – Community Development & Planning, Community Heritage, and Youth & Recreation Committee Chair;**

#### **Youth and Recreation**

It was a successful year filled with upgrades and activities. I would like to thank all volunteers and participants involved.

On New Year's Eve the community skate will be held at the Sportsplex I encourage all to attend.

Unfortunately the weather has brought the ball field project to a halt and will need to be completed in the spring. The government has turned over the land we requested to turn into a parking space so we should be making future plans for this project as there is a serious safety issue in this area. There is a large amount of debris on this lot, having said this I think we should give CAO Macdonald the go ahead to send a letter for cleanup parties responsible.

#### **Development**

We now have deposits placed on FIVE residential lots and one set of plans have been submitted for approval. It is evident these lots can be sold and developed with some effort.

There is a rezoning application for councils review.

I would like council's permission to clean shrubbery and trees from future ball field parking lot and unsold residential lots as time permits.

**Heritage** Nothing to report

**Motions**

1. **Approved in principle house plans for building project on lot #\_20\_ on Grafton street residential lots.**

It was moved by Councillor Hebert and seconded by Councillor Stephens, Motion Carried

2. **That recently acquired PID #172007 be earmarked strictly for sports field parking area to relieve safety concerns.**

It was moved by Councillor Hebert, seconded Councillor Stephens, and Motion Carried

It was also discussed that the lot had debris on it owned by a neighbor, it was requested that a letter to clean up the property be issued to the individual. It was moved by Councillor Hebert and seconded by Councillor Stephens. Motion Carried

3. **Have remainder of 2017 rec budget/donations placed in reserve fund for project completion in spring 2018.**

It was moved by Councillor Hebert, seconded by Councillor Stephens, Motion Carried

There was a rezoning request submitted that was reviewed by Council, it was felt that the information was not complete and a letter stating further information was required to consider the rezoning.

Councillor Hebert requested a date be set for the meeting moved to be held with the Georgetown surrounding area to ask if there was any interest in talking about joining together. A memo will be sent out from Councillor Hebert, but tentatively set for some time the first or second week of January.

**It was moved to adopt the report as submitted by Councillor Stephens and seconded by Councillor McQuillan. Motion Carried.**

**8.5 Councillor Faye McQuillan – Georgetown Fire Dept., Senior's Affairs and AA Macdonald Memorial Gardens Committee Chair;**

**SENIORS:**

The play is completed. I would like to send out a huge thank you to Councillor Jenkins and Councillor Hebert for all the help they did with the play. We wouldn't have been able to do it without you. Also to Councillor MacLean, you were amazing as "Pearl", I very much loved working with you. Thank you also to Dorothy and Kerri for all their Help, it was greatly appreciated. We made enough money to give to 2 of our seniors who are ill and money and food for the Food bank, so all in all it was a success.

I am going to touch base with Jamie Jackson from the federal government to come with his volunteers to do senior income tax returns again. We had 10 people last year and hopefully we will have double that this year.

**AA MacDonald Gardens**

The Gardens look beautiful as usual. Mark and his crew did a great job.

**FIRE DEPARTMENT.**

Nothing to report.

**It was moved to adopt the report as submitted by Councillor Jenkins, seconded by Councillor Hebert, Motion Carried.**

**8.6 Councillor Cindy MacLean – Community Events and Promotion, Georgetown School; and, King's Playhouse; Committee Chair**

***Georgetown School***

*I attended the school Christmas fair which was another huge success this year. Hats off to all the organizers and volunteers. An enjoyable evening was had by all.*

***Kings Playhouse***

*I attended the monthly board meeting on Thursday evening, the Playhouse has had a good year. The contractor is busy at repairing the roof. At this time I would like to make a motion to release the final amount \$5000.00 of operating grant for the Kings Playhouse to supplement the roof repair.*

*The Selkirk flue has not been closed in as of yet but the board has been in touch with Mr. Hambly whom is scheduled to enclose the flue.*

*The AGM for the Playhouse is scheduled for January 18<sup>th</sup> beginning at 6pm. The board will be advertising for Haley's replacement during her pregnancy leave the first of the New Year and I believe Mr. Mayor you were part of the selection/interview process last time and the board is wondering if you will be partaking in the interview process this time as well.*

*I have had concerns as to what the Playhouse is paying out to the sound and lighting technician and have had several residents inquiring as well, I asked the board to clarify what the cost was per hour for their technician. They assured me that we are getting well more from the technician than expected as he comes in on holidays (at regular pay not overtime) and uses some of his own equipment when needed at no cost and when I enquired about training someone else in the event that Mr. Bulpitt would not be available to fulfill his role, they were open to the suggestion but only as a backup and will be addressing this at a later board meeting.*

***Community Events and Promotions***

*I would like to take this opportunity to congratulate Councillor McQuillan on her senior's project of the play "Remember When". It was great to see the support and the best part for me was seeing people being involved that would never ever step out of their comfort zone and be part of a live play performance. Great job Councillor looking forward to more projects like this in the future.*

*I would also like to take this time to present to council a project that I believe has great potential. As we drive into our lovely town (especially at this time of the year) one cannot help but notice how dark some areas are on Kent Street. We need to utilize our gardens. I seek Councils permission to move forward with a project tentatively named "Georgetown Shining Through". It involves transforming the AA Memorial Gardens into a winter wonderland of lights. (A version of a Norman Rockwell Scene if you will).*

*There are so many shrubs and trees that could be adorned with lights and we could create different themes. Picture the gardens completed illuminated with lights. We will invite the whole town to donate lights, we would welcome ideas, and suggestions. I*

*believe this project would definitely brighten up everyone's winters. Yes there will be many questions, and even those that will be against this but I believe it is worth pursuing. We would also have to seek approval from those persons whom have purchase flower beds in the gardens as not to overstep our bounds and be respectful. I am currently checking into programs that could help fund a project like this. We will need to create a committee for the project. I would like to send out letters to all the big box stores for donations of lights this year as they never like to have to store away any left over Christmas items and it can be a start. Our maintenance supervisor Mark Gotell has approached me as well with similar suggestions of creating seasonal themes for the gardens.....Will Council be open for moving ahead on this proposed project? If there are no questions regarding my report, I respectfully submit my report for adoption.*

**It was moved to adopt the report by Councillor McQuillan, seconded by Councillor Stephens**

**It was moved by Councillor McQuillan to release the remainder of the Playhouse subsidy funding, seconded by Councillor Stephens, Motion Carried**

**8.7 Councillor Cody Jenkins- Finance; Storm Water Management and Three Rivers Sportsplex Committee Chair**

Verbal Report:

Reported the rink was busy, they are installing the doors at the rink and changing the bulbs to LED with the Maintenance money from the town.

The storm water issue at Brenda Richards was addressed

**It was moved to adopt the verbal report by Councillor Jenkins ad seconded by Councillor Maclean, Motion Carried**

**8.8 C.A.O. - Dorothy Anne Macdonald – Administrator's Report.**

9.0

Working on getting basic draft documents to meet with Council to firm up the bylaw documents and move forward on readings and adopting those that are more of a priority. It will be important to set up a series of meetings early into the New Year I am planning ahead to meet all the deadlines in the New Year and realize when a lot of the documents are in place they will serve us well. Some of these are also internal policies that will aid serving the citizens of our town better.

Meeting on the 19<sup>th</sup> with those involved in the Lagoon project and expect to have a clearer picture of all that is involved as well as who will be performing needed tasks.

Requesting to use two days of the 20 days presently owed to me over the holidays. I have to be here to close out year - end banking and make sure final transfers are dated for the end of the year and other considerations so I will be here on the 29<sup>th</sup> so I am asking permission to take Wed and Thursday as days owed.

Also in previous years the couple of days between Christmas and New Year's is usually quiet, so I am also requesting allowing Kerri to take of those two days as well,

she has no stored days so it would be time of no pay. This leaving the office closed for four days and only open the Friday 29<sup>th</sup>.

I would like to have Council Consider the Council as a Whole, other communities are using it and it appears to work well for them. Consider having a representative from another municipality give a briefing on it in the New Year. Concerns with overspending in accounts, Council will be expected to all follow the procedures as of the first of the New Year. Want to Acknowledge GPIs fast response in dealing with the trucking issue.  
**It was moved by Councillor Stephens and seconded by Councillor Hebert to adopt the report as presented**

## 9.0 New Business

- **Welcome PEI AD**

It was moved by Councillor Stephens and seconded by Councillor McQuillan to proceed with the Ad for 2018, Motion Carried

- **Sewer Lagoon – Boat–rental and Maintenance**

It was discussed the need for access to the lagoon, council will review at a later date

- **WCB Training- WHMIS and First Aid**

It was reported that all staff and councillors will require some training, it was advised that it be budgeted for in the New year and it be offered in April prior to the start of the work cycle

- **Release budgeted funds for Minor Hockey**

It was moved by Councillor Stephens and seconded by Councillor Jenkins to release the funds budgeted for Minor Hockey

- **Motion to release funding for Repairs to the Rink(Jenkins)**

It was moved by Councillor Jenkins to release the budgeted funds for maintenance at the rink to cover the costs of lights and door, seconded by Councillor Stephens, Motion Carried

- **Motion to Proceed with addressing issues at Brenda Richards Storm drain(Jenkins)**

It was moved by Councillor Jenkins to have the storm Water issue fixed at Brenda Richards, seconded by Councillor Stephens, Motion Carried

- **Motion to release Mayor/ Council performance funds, RRSP's For Staff as budgeted, and Staff bonuses as per previous years. (Jenkins)**

It was moved by Councillor Jenkins and seconded by Councillor Stephens, Motion Carried

**Motion:** It was moved by Councillor Stephens and seconded by Councillor Jenkins to release funds from Mayor Promotions to be used for repairing the train at West Street.

It was requested by CAO Macdonald to have staff assessments as soon as possible as they were not done in November. It was agreed that assessments would be done on January 15<sup>th</sup>

**It was moved by Councillor Hebert to go in camera to discuss the Grafton street project as it was of sensitive nature, seconded by Councillor Stephens, Motion carried**

**Councillor McQuillan left the meeting, as per conflict proclaimed.**

Council discussed the issue and advised CAO Macdonald how to proceed.

Meeting was adjourned at 9:15

Minutes recorded by  
CAO Dorothy Anne Macdonald  
And submitted by  
Dorothy Anne Macdonald, CAO  
December 20, 2017

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Lewis Lavandier, Mayor

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Dorothy Anne Macdonald, CAO