

MINUTES
GEORGETOWN TOWN COUNCIL
2/19/2007

The first regular monthly meeting of the Georgetown Town Council for the year 2007 was held in the Council Chambers on Monday, 2/19/2007, at 7:00 p.m.

Council Attendance: Mayor Peter Llewellyn
Deputy Mayor Lewis Lavandier
Councillor Peggy King
Councillor Faye McQuillan
Councillor Craig Murphy
Councillor Barry O'Brien
Councillor Wade Williams

Agenda: 2/19/2007

Moved for approval: Councillor Lavandier
Second: Councillor O'Brien. Motion Carried.

Minutes of the last meeting: January 19, 2007

Moved for adoption: Councillor O'Brien
Second: Councillor Williams. Motion Carried.

Business from Minutes: Nil

Financial Statement:

Statements will not be available until after 2007 budget approval.

Outstanding Expenditures:

Moved for approval as presented: Councillor Williams
Second: Councillor O'Brien. Motion Carried.

Correspondence and Business From:

1. Three Rivers Sportsplex: Letter of invitation for the Town to support the "Rockin' Christmas in July" event.
 - **Moved by Councillor O'Brien and seconded by Councillor McQuillan that the Town accept invitation to support this event in the amount of \$300.00. Carried.**
2. Community and Cultural Affairs: Correspondence from Honourable Elmer MacFadyen updating Council in regard to Municipal Legislative amendments.

3. Community and Cultural Affairs: Copy of Clean Up Order issued by the Province to Barb Carroll. Order to comply with the conditions of this order within thirty days being February 11, 2007.
4. Shane Brousseau: Letter requesting to hold their wedding ceremony at the A. A. MacDonald Memorial Gardens on Saturday, July 7th, 2007 at 5 p.m. General approval of Council granted.
5. Profit Learn: Notice of upcoming Business seminars. Councillor Lavandier will look into hosting business incentive seminars here in Georgetown.
6. Culture Counts: Newsletter from PEI Cultural Human Resources Sector Council. Mayor Llewellyn advised that he met with Julia Pike, Executive Director and requested that this group work with the Town to have Georgetown designated as culture and craft training center for PEI.
7. Office of the Premier: Message from Peter McQuaid, Chief of Staff for Premier Binns advising that the Mayor's correspondence to Minister Loyola Hearn regarding clam quota issue has been sent to the attention of Jason Lee at the Honourable Peter MacKay's Federal Government office in Charlottetown. Response expected in the near future on this.
8. Joe Spriet: Letter to Mayor Llewellyn advising that if possible one of the cultural events will be hosted in Georgetown. A meeting will be held in the fall with Georgetown and Summer Games 2009 officials.
9. FPEIM: Notice of call for nominations and resolutions. Council to contact Administrator if they would like to proceed on this.
10. Julia Pike: Notice of fund raising event being held in Montague.
11. Terry Parker: Informational notes from Terry Parker with suggestions in regard to Town promotion. Mayor and Council will review these suggestions.
12. FPEIM: Notice of membership dues.
 - **Moved by Councillor O'Brien, seconded by Councillor McQuillan that approval be granted to pay Federation PEI Municipalities annual dues in the amount of \$1022.00 plus taxes. Carried.**
13. Bill Buell, Department of Community and Cultural Affairs: Correspondence responding to inquiry for information in regard to business interest to locate a gas station in Georgetown. Mr. Bill Buell directed Council to contact Preston Llewellyn, Business Development Officer.

14. Don Larkin, Active Communities: Letter advising that Council's interest in having a member from Georgetown on the Board of Directors for Active Communities will be addressed at the next AC Board meeting.
15. Grace Blackett, Program Coordinator – Island Trails. Correspondence offering thanks to Mayor Llewellyn for positive response regarding "Island East Confederation Trail event on Thanksgiving weekend 2007. The Georgetown portion of the event is scheduled for Sunday, October 7th.
16. Neil Emery: Offer of fireworks display service for Summer Days or other event. Councillor Williams suggested that this be further considered in the budget process.
17. Province PEI –Development and Technology: Honourable Michael Currie, Minister of Development and Technology advising that the amount of \$6192.00 was approved for funding. Mayor Llewellyn advised this was for painting and maintenance completed at the Playhouse and Civic Centre in 2006.
18. Stewart Toller: Notice of seminar Feb 20th. Regarding Storm Water Management.
19. Island East: Letter from Marilyn Lowther with information regarding member brochure. Council members invited to attend meeting tomorrow with Marilyn.
20. Gates Foundation: Correspondence advising that Global Libraries initiative is not accepting unsolicited proposals at this time. Mayor Llewellyn advised that he will be continuing to proceed in other avenues on this youth initiative.
21. Synergy: Offer of products and services.
22. David Boyce-Three Rivers Heritage: Request for member to sit as member on Board. Councillor Wade Williams, Chairman of the Heritage Committee agreed to represent the Town on this Board.
23. Active Communities: Correspondence from Don Larkin advising that they are available to talk to interested parties regarding assistance in setting up new businesses as they offer various branches of service.
24. Canada PEI Infrastructure, Darlene Rhodenizer - Provincial Manager Infrastructure. Correspondence to follow up on correspondence from the Town regarding interest in Gas Tax funding. Ms Rhodenizer confirmed that Brian Schmiesser had met with Mayor and Administrator on these matters.

25. Matheson and Murray: Correspondence from Tom Matheson regarding the Virginia Breedon estate mortgage with copy of correspondence from Graham Stewart from the firm of Campbell Stewart. Mayor Llewellyn advised that the matter is in the hands of the lawyers and they will update the Town as the decisions unfold.
26. Molly Gotell-Andrews Hockey Growth Program. Letter requesting support. Matter deferred to the Recreation Committee for their consideration.
27. FPEIM: Letter from Gwen Wyand, President FPEIM regarding - terms of office of elected officials.
- **Moved by Councillor Lavandier, seconded by Councillor O'Brien that the Town of Georgetown support the proposed resolution for consideration at the upcoming annual meeting of the Federation PEI Municipalities calling for all municipalities to hold elections at the same time every four years, and to extend the current term of office from three years to four years. Carried with Councillor Williams opposed.**
28. Minister MacFadyen: Letter of invitation to Council members to attend orientation seminar held February 17th.
29. Paul Stetson/PEI Crime Stoppers Association: Request for support. General agreement of Council that Mr. Stetson be notified that Council thanks him for his contact, unfortunately at this time the Town must decline the request for monetary donation. The Town will however, donate the use of the Kings Playhouse for any benefit they would like to organize.
30. Sid McMullin: Email announcement from Captain Wayne Walters, Director of Operations – Bluenose II advising that the Bluenose II will be in Georgetown on July 23-1600 hours to July 25, 1600 hrs at no cost to the Town. Mayor Llewellyn and promotion committee to proceed on preparations for this event.
31. Nadine Giourard: Information material regarding 90th Anniversary Vimy Ridge Anniversary. Councillor McQuillan, Municipal Promotion to follow up.
32. Province PEI: News Release announcement regarding Capacity Building Project approvals.
33. Jimmy Carroll Tournament-Correspondence offering advertising space in the upcoming tournament program.

- **Moved by Councillor O'Brien, seconded by Councillor Williams that the Town of Georgetown purchase a \$100.00 ad in the Jimmy Carroll Tournament Program. Carried.**

34. Federation PEI Municipalities: Informational material regarding FCM budget proposals.

35. David Boyce: Copy of minutes Three Rivers Heritage: February 8, 2007.

36. Federation PEI Municipalities: Information email regarding Taking Stock project.

COMMITTEE REPORTS

Finance, Government Relations:

Mayor Peter Llewellyn reported:

Meetings – I have had the opportunity to sit in on a number of meetings in the last month and I feel we are making great progress in a number of areas. I understand for many that the amount time spent on town business last month has been significant and I want to thank you for your effort to create the needed momentum at the very start to get our community moving ahead quickly, and with the support of the volunteers you have gathered together for your committees sustainable . Thank you and well done.

Update on meetings since last month:

- ◆ School project: Patsy to give update.
- ◆ Coast Guard and DFO: Possible Office space required. Plan to contact and firm up commitment.
- ◆ Mayor's Message to the Community: Putting together an update for the residents of what we have worked on in the last month - this will be a mail out, if you have any suggestions or changes please contact Patsy or myself.
- ◆ Breedon Property we have been in contact with the executors of the estate through our solicitor as addressed in correspondence and hope this will be finalized in the near future.
- ◆ Anglican Church a) Pigeons/Starling problem; b) difficulty in maintaining building how can we help (Heritage Committee to meet with church group). The church will be included in notes to Minister MacFadyen on March 1.
- ◆ Request for daycare – Met with two ladies who requested help in setting up a day care.

- ◆ Update Minster MacFadyen: Proposal being put together to promote Georgetown's position as Heritage community and identify heritage sites and homes.
- ◆ Jim Johnson has been working on putting together some of these larger projects.

Other initiatives being worked on:

- ◆ Plan for Action in the coming month
 - 1) Contact Real-Estate companies to conduct update on town
 - 2) Discussion with Holland Collage to talk about expansion
 - 3) Up date on Coast Guard and DFO move
 - 4) Meet with Irving's and Seafood 2000
 - 5) Contact the Mayors of Montague and Souris to schedule an informal Meeting
 - 6) Follow up with Janet Woods for "Product development, Georgetown"
- Itinerary, summer festival, mussels on the beach etc.
- ◆ Adam Smith/Active Communities: Meeting arranged with Adam Smith on March 28th, 2007 to discuss proposals for Tourism, Summer Days, Bluenose II and other ideas.

Public Works, Property, Main Street Programs & Utilities:

Councillor Wade Williams reported:

Property: Follow up on property 169573. This is 16 acres of mixed woodland. The property was cleaned up a few years ago. Front is poor quality and the back is mainly spruce. Committee approves sale of standing lumber at \$10.00 per cord as per request.

Tennis Court – Skating area: A sign will be placed at the tennis courts for insurance purposes. Sign is made and will be installed this week. Ice on tennis courts is a big hit with the kids.

Sewer: There was one sewer blockage on Grafton Street and the problem has been fixed. The lawn will be repaired in the spring.

Daryl Canning: Received a request from Daryl Canning regarding the Town's Trucking Bylaw and hours designated. Public Works Committee to give consideration and make recommendation to Council.

- **Moved by Councillor Williams and seconded by Councillor McQuillan that no changes be made to the current bylaw for trucking control. Carried.**

Municipal Rural Infrastructure Application:

Resolution to Withdraw Application:

- It is moved by Councillor Lewis Lavandier, and seconded by Councillor Barry O'Brien that:

Whereas, Georgetown Town Council has been invited to submit new applications to the Municipal Rural Infrastructure Fund, and after review and deliberation of new and current projects, Town Council hereby requests that:

- ◆ Application # SIMSI 15672 Flush and Video Gravity Sewer Infrastructure
- ◆ Application # SIMSI 15678 Town Hall
- ◆ Application # SIMSI 15680 Three Rivers Sportsplex Improvements
- ◆ Application # SIMSI 15679 Memorial Gardens Electrical Improvements
- ◆ Application # SIMSI 15666 Grafton Street Sidewalk
- ◆ Application # SIMSI 15671 West Beach Pumping Station Upgrades

Be withdrawn.

Motion unanimously carried.

- It is moved by Councillor Lewis Lavandier, and seconded by Councillor Barry O'Brien that the Town of Georgetown make application to the Municipal Rural Infrastructure Fund to fund Water Street Reconstruction and that the project be designated as priority number 1 (One).

The Council understands and commits that it will be responsible for its' designated share of the total eligible costs of the project, and will assume responsibility for any and all operating and maintenance costs resulting from the project. Motion unanimously carried.

Community and Media Relations:

Councillor Faye McQuillan reported:

Summer Days: Working with Councillor King towards setting up Summer Days meeting. Lots of great ideas, new entertainment for young and old.

Recreation: In the process of forming a minor baseball committee. Identified representatives and perspective team members with plans to be off the ground early to have a successful baseball season. Letter will be sent out soliciting donations.

Councillor Barry O'Brien advised that Barb Martell and Debbie Duncan requested donation to each team to assist in cover the March Break tournament in Borden. This request deferred to Recreation Committee.

Website: Working with Don Taylor and Kris O'Brien on the website changes. Another meeting being scheduled for this week. Administrator requested to be notified.

Three Rivers Sportsplex:

Councillor Peggy King reported:

There was a meeting on the 12th. January started slow but finished with a bang. Total hours rented was 143.5 hrs averaged out over 4 weeks for an average of 36 hours with total ice rental \$11,325.30. January was a good month for the canteen with income of \$6,182.00, this was due to the Norsemen Tournament which seen a \$2,500.00 weekend at the canteen.

Repair work completed to the Zamboni in the amount of \$458.42. This year the expenses to date on the Zamboni were \$3,390.38 and the year is not over yet. Some events in February: hosted the UPSI and Campbell's Concrete Tournaments. Dairy Cup this weekend and a Women's Recreation Tournament scheduled and then the Jimmy Carroll Tournament on the 25th. Signage we now have 32 signs in the arena. A call received regarding the Gordie Constable Poker run. Board again inquiring about insurance increase. Administrator will forward a copy of adjuster's costs. They would like to see an additional \$5,000.00 in this year's budget for the Sportsplex.

Fire Department:

Councillor Barry O'Brien reported:

Councillor O'Brien submitted Fire Chief's report to Council members.

- **Moved by Councillor O'Brien and seconded by Councillor McQuillan that the names of Gordie Leger and Darrel MacKenzie be approved as volunteer members of the Town of Georgetown Fire Department. Carried.**

Councillor O'Brien expressed recognition and thank you to Fire Department members in their developing the tennis court area for skating area. Councillor O'Brien will check with Bill Murphy and Holland College regarding a bench to be constructed for the area.

King's Playhouse:

Councillor Faye McQuillan reported:

Committee is in the process of forming a Board of Management and agreement for the Playhouse. Several meetings have taken place. Plan to finalize next Wednesday.

Community Planning & Development:

Councillor Lewis Lavandier reported:

Community Development: Four members are Perry Gotell, Dana MacDonald, Gordon Lavers and Jim MacConnell. All working towards realization of these projects. Further meetings with Bill Buell planned to view location and have drawings prepared then applications to be placed.

GADC: Attended regular monthly meeting. Board members plan to meet with cafe owner and discuss mutual concerns.

Outlooks Project: Several meetings held in regard to proposed sites. West Street Beach Project being given consideration. Application submitted to Environment.

GADC:

Councillor Craig Murphy reported:

Councillor Murphy also attended the monthly meeting. Some ideas put forward to create ideas for GADC to generate revenue. Board members plan to meet with cafe owner and discuss mutual concerns.

Community Heritage and Beautification:

Councillor Wade Williams reported:

Beautification: Looking at ways to improve the Town entrance sign. Sign Craft has submitted a price which came in at \$1635.00. Further design and colour to be considered.

Heritage: One suggestion is to develop a heritage zone and property bylaw. This would encourage preservation and enhance historic buildings. Infilling within streetscapes that compliment existing heritage zone. Certificate of appropriateness would have to be developed. Such as identify types of alterations, demolitions within area, new construction. Department of Community and Cultural Affairs has developed a register of heritage places in PEI. Any site or structure important to the history and culture of PEI is eligible. An application form will be left at the Town Admin Office. At the present time there is only one Georgetown property registered with the provincial website. The more properties registered on this site would help show Georgetown as a rich Heritage Destination. This could be a possible summer job for a student. Committee members to date are Terry Parker, Frank Stevens, and Gordon Lavers.

At this time, Councillor Murphy excused himself from the meeting due to other commitments.

Administrator's Report:

Patsy Gotell, Administrator reported:

Administrator monthly update:

Downtown Revitalization: Jan 16: -Meeting re: Downtown Revitalization – proceedings deferred. (Peggy Arsenault, Marilyn Murphy, Bill Buell, Amy Swallow, Steven Lewis, Don Larkin, L. Lavandier, C. Murphy, Mayor and Administrator)

Image Works: Jan 22- Jeff Squires met with Council and presented proposal. Council confirmed proposal and Media Committee/Administrator will forward

information to him by Feb 15, 2007 deadline. Total payable \$4245. Including taxes, with down payment \$1061.33 upon confirmation (All Council members in attendance) (Feb 16, - reviewed and forwarded information J. Squires) General Committee meeting of Council members in attendance. Discussion regarding Board formations, agreements, town promotion, etc.

ACOA: January 25: Meeting with Brian Schmeisser and Susan Myers: Informational meeting for both Town and ACOA with direction given on proceeding with MRIF application. (Mayor and Administrator in attendance)

Jim Johnson: (two meetings) Meeting January 29 and Feb 4, discuss Georgetown Economic and Community Development Plan. (Mayor and Administrator) Various telephone conversations in follow up to date.

Community Development and Tourism: February 1: Met with Janet Wood and Bill Buell discuss ideas and proposals towards tourism and marketing. (Mayor and Administrator)

Preliminary discussion on site proposals for 6 outlooks, gardens, Festival promo, marketing pedestrian tourism, daily itineraries, existing and proposed business, facilities and promotions. Information brochure and applications for funding received from Jane Wood. Scheduled Bill Buell to propose tourism promo project to Community Development committee on Feb 5. Plans to bring HRDC and provincial Community Development department in as funding partners.

Georgetown School Staff: February 2, Meeting with Staff – First phase meeting with staff to offer support on how the Town can assist them to build Georgetown as the **Best the school in PEI**. They agreed to prepare and submit - list of technical equipment, list of skill development books, list of sporting equipment for consideration of Town. Funding partners that would be interested to work with the Town to be approached. (GADC, Fire Department, Parents Group, Lions Club, local businesses) Discussion regarding accessing professional support for parenting, after school programs, literacy, curriculum studies, preschool programs, use of school as community facility, welcomed them to use of town facilities for school events and course. Plans to form a committee to liaison with parent consulting group and work towards fundraising campaign. (Mayor Llewellyn received information on book list and costs to be considered, for consideration this evening – Estimated costs \$300.00) Suggestion by teacher Elizabeth Kerwin – Phys Ed teacher to utilize tennis court area as skating area acted upon by Fire Department volunteers.

- **Moved by Councillor O'Brien and seconded by Councillor McQuillan that approval be granted to budget funds for the purchase of books for the school in the amount of \$300.00. Carried.**

Community Development: Feb 5: Community Development meeting with Bill Buell and Committee. Preparation of Tourism Promo Plan (Five sites tentatively

placed) (Mayor, Administrator, L. Lavandier, D. MacDonald, P. Gotell, W. Williams)

ADI: Feb 13 Met with Darryl Fisher and Wade to review proposed MRIF funding projects.

MRS: February 15, 2007 Year end audit and statement preparation reports... One more meeting day to be scheduled on this.

GADC: Preparation minutes and meeting agenda's and packages for regular monthly meeting Feb 5. Attended meeting.

ACOA: Feb 9: Contacted Susan Myers requesting information regarding e-commerce funding and requesting decision if the Town's Sewer/ Water Utilities would be eligible for assistance through Web page. Susan to respond a.s.a.p.

Civic Centre: Set up and scheduled Repairs to Fire Hall doors, light fixtures, fire hall furnace pipe. Met with librarian for mail out – Heritage.

West Street Beach: Accessed information Environment, forwarded to committee members, reviewed, completed and submitted application to Environment on Feb 16

Skating Area- Tennis Courts: Checked with Public Works re sign in response to direction from Insurance as per email Cook Insurance Feb 9. Note follow up today, Feb 19th with Jeff Cooke to confirm the skating area is a non-commercial community area to promote active healthy living for all ages.

Request for Subdivision: Preliminary request received from Ron MacConnell, awaiting official letter/request from property owner Darlene MacConnell. Upon receipt -proceed as per bylaw, provincial Municipalities Act and Planning Act.

Departmental Budgets: Note Budget for all revenues and expenditures must be prepared and approved by March 31, 2007 and submitted to Minister MacFadyen in accordance with PEI Municipalities Act. Committees review and discussion should be scheduled as soon as possible.

MRIF Resolution: Researched and preparation for Councillor Williams to submit

- ◆ Administrative Assistant: Requested approval of Council to proceed and place ad this week.
 - **Moved by Councillor Lavandier and seconded by Councillor O'Brien that the Administrator proceed to place an ad for a fulltime person for the position of Administrative Assistant. Carried.**

- ◆ Solicitor: Annual Resolution to request service of Town Solicitor Thomas Matheson for 2007.
 - **Moved by Councillor Barry O'Brien, and seconded by Wade Williams that the Town of Georgetown retain Thomas Matheson from the firm Matheson and Murray as legal representation for the Town. Carried.**

- ◆ Auditors: Annual Resolution to request services of MacPherson Roche Smith & Associates for Town General Account, and Sewer Corporation Account for 2007.
 - **Moved by Councillor Barry O'Brien, and seconded by Wade Williams that the Town of Georgetown retain MacPherson, Roche Smith and Associates as audit firm representation for the Town for 2007. Carried.**

- ◆ **The following to be agenda item at each Council meeting:**

Declaration under the Municipalities Act – 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.

Conflict (if any) to be Declared by Councillor at the beginning of meeting with identification of item of conflict.

General update Administration

Office Management: General day to day operations. (Incoming inquiries, incoming and outgoing correspondences, email, etc.) Purchased office supplies. Town Entrance Sign bookings/placement. Review Mayor's Newsletter,

General Account: All departments accounting General Government/Civic Centre/Sportsplex/Kings Playhouse/Fire Department/ Municipal Promotion/ Other Municipal Services/ Public Works/Planning Permits

Water Utility: Billing, Receipts, payables, receivables. Ongoing office management with EISI, and customers on accounts.

Sewer Utility: Billing, Receipts, payables, receivables. Ongoing office management with customers accounts.

GADC: Payables, Receivables, Minutes, Fin Statements

Banking: Sewer, Water, General Account

Infrastructure Projects: Banking procedures, claims and correspondence

Other Business:

Mayor Llewellyn brought up the Cap Site. Councillor McQuillan advised that she is working on this.

Adjournment: As there was no further business the meeting was adjourned.

Minutes submitted by:
P. Gotell, Administrator