

**Council Meeting, October 10, 2019**  
Minutes of a meeting of the council  
of the Town of Kippens, held in the  
Town Hall, October 10, 2019 at 6:33 PM

<b>Members Present</b>	Mayor Deputy Mayor Councillors	Debbie Brake-Patten Leon Benoit John Dawson Heather Shears Shawn Boyd Wayne Howlett Tim Alexander
<b>Absent with Regrets:</b>	CAO/Town Manager	Leonard Hann
<b>Also Present:</b>	Town Clerk 8 Residents	Debbie Cormier

**Motion #147/19:** Motion by Councillor Dawson, seconded by Councillor Alexander, be it hereby resolved to adopt the September 12, 2019 Council Meeting Minutes.

**In favour:** Mayor D. Brake-Patten, Deputy Mayor L. Benoit and Councillors J. Dawson, H. Shears, W. Howlett, T. Alexander and S. Boyd

**Opposed:** 0

**Abstaining:** 0

**Motion Carried**

**Motion #148/19:** Motion by Councillor Dawson, seconded by Councillor Shears, be it hereby resolved to adopt the September 30, 2019 Special Council Meeting Minutes.

**In favour:** Mayor D. Brake-Patten, Deputy Mayor L. Benoit and Councillors J. Dawson, H. Shears, W. Howlett, T. Alexander and S. Boyd

**Opposed:** 0

**Abstaining:** 0

**Motion Carried**

**Motion #149/19:** Motion by Deputy Mayor Benoit, seconded by Councillor Howlett, be it hereby resolved to adopt the October 10, 2019 Council Meeting Agenda.

**In favour:** Mayor D. Brake-Patten, Deputy Mayor L. Benoit and Councillors J. Dawson, H. Shears, W. Howlett, T. Alexander and S. Boyd

**Opposed:** 0

**Abstaining:** 0

**Motion Carried**

**Financial**

**Motion #150/19:** Motion by Councillor Howlett, seconded by Councillor Shears, be it hereby resolved to approve the accounts payable totaling \$107,938.67.

**In favour:** Mayor D. Brake-Patten, Deputy Mayor L. Benoit and Councillors J. Dawson, H. Shears, W. Howlett and S. Boyd

**Opposed:** 0

**Abstaining:** 0

**Motion Carried**

**Motion #151/19:** Motion by Councillor Howlett, seconded by Councillor Alexander to write off outstanding taxes for 2018 and 2019 totaling \$400.00 plus interest for a business that closed December 30, 2017.

**In favour:** Mayor D. Brake-Patten, Deputy Mayor L. Benoit and Councillors J. Dawson, H. Shears, W. Howlett, T. Alexander and S. Boyd

**Opposed:** 0

**Abstaining:** 0

**Motion Carried**

### **New Business**

**Motion #152/19:** Motion by Deputy Mayor Benoit, seconded by Councillor Dawson, be it hereby resolved that the Town of Kippens wishes to engage the Engineering Consultants Services of Meridian Engineering Inc. to provide engineering services associated with Edward's Lane Storm Sewer #17-GI-20-00071. Council feels that the price provided of approximately \$79,955 (HST included) is fair and reasonable as compared to recent work completed of a similar nature in our region.

**In favour:** Mayor D. Brake-Patten, Deputy Mayor L. Benoit and Councillors J. Dawson, H. Shears, W. Howlett, T. Alexander and S. Boyd

**Opposed:** 0

**Abstaining:** 0

**Motion Carried**

### **Permits**

**Motion # 153/19:** Motion by Deputy Mayor Benoit, seconded by Councillor Boyd, be it hereby resolved to grant a permit to build a shed/garage at the following addresses, being in full compliance:

267 Kippens Road

422 Kippens Road

**In favour:** Mayor D. Brake-Patten, Deputy Mayor L. Benoit and Councillors J. Dawson, H. Shears, W. Howlett, T. Alexander and S. Boyd

**Opposed:** 0

**Abstaining:** 0

**Motion Carried**

**Motion #154/19:** Motion by Deputy Mayor Benoit, seconded by Councillor Boyd, be it hereby resolved to grant a permit to build a house at 34 Orchard Lane, being in full compliance. Discussion held on the plot plan for the location of the house. Approval in principle previously granted for location. Mayor brought up issues of the neighbouring fence and possible snow clearing concerns.

**In favour:** Mayor D. Brake-Patten, Deputy Mayor L. Benoit and Councillors J. Dawson, H. Shears, W. Howlett, T. Alexander and S. Boyd

**Opposed:** 0

**Abstaining:** 0

**Motion Carried**

**Motion #155/19:** Motion by Deputy Mayor Benoit, seconded by Councillor Dawson, be it hereby resolved to grant a permit to operate a home-based marketing business at 8 Cherry Street, being in full compliance.

**In favour:** Mayor D. Brake-Patten, Deputy Mayor L. Benoit and Councillors J. Dawson, H. Shears, W. Howlett, T. Alexander and S. Boyd

**Opposed:** 0

**Abstaining:** 0  
**Motion Carried**

### **Additional Business**

**Motion #156/19:** Motion by Councillor Dawson, seconded by Councillor Shears, be it hereby resolved that the administration get an evaluation of 120A Kippens Road and follow the correct process for the sale of the property.

**In favour:** Mayor D. Brake-Patten, Deputy Mayor L. Benoit and Councillors J. Dawson, H. Shears, W. Howlett, T. Alexander and S. Boyd

**Opposed:** 0

**Abstaining:** 0

**Motion Carried**

Letter from Residents Regarding McCarthy's Lane: Councillor Dawson acknowledged receipt of the letters from residents and suggested the process in place be followed to allow time available outside of a regular council meeting to meet with the individuals.

Discussion held on the use of garbage containers, types of containers to be used and the current contract. Meeting to be arranged with four communities to amend contract to allow bins.

Discussion held on renting the community centre during the summer months when the recreation program is in progress. It was decided that the community centre would not be rented out during the time it is used by the Summer Recreation Program.

**Councillor Boyd declared himself in conflict of interest on the following agenda item as he is part of Millbrook Development.**

Spot rezoning will be discussed with the new town planner as it relates to specific properties in the Town.

Discussion held on committee structures. Councillor Shears removed from Planning and Development Committee as requested.

Repairs to the manual town entrance sign was deferred to the Beautification Committee for recommendation.

### **Committee Reports**

#### **Fire Department**

Councillor H. Shears reported that 15 member of the fire department attending their last meeting. An open house was held on October 6<sup>th</sup>. The annual volunteers' dinner will be held on December 7<sup>th</sup> this year.

#### **Public Works/Planning & Development**

Deputy Mayor Benoit reported that the McCarthy's Lane project is progressing well. There have been some problems such as the curbs being too high in a couple of places. A solution was found and the problem rectified. Paving will commence the beginning of next week. The residents seem pleased with progress and previous water issues have been resolved. An additional water issue caused by a bog

being filled in will also be resolved. A problem near the beach where some of the rock was used has also been fixed.

### **Public Works/Planning & Development**

Councillor Boyd agreed with Deputy Mayor Benoit's account of the current planning and development and public works issues.

### **Recreation**

Councillor Alexander reported that the Volunteers Christmas party is on December 7<sup>th</sup> which is also the same date as the Kinsmen Christmas Parade. As a result, Kippens will not be putting a float in the parade this year.

### **Finance**

Councillor Howlett reported that departments need to submit the budget requests soon for consideration in the 2020 budget. Groups that wish to request larger donations would need to meet with council and present financials and a business plan.

### **Beautification**

Councillor Dawson reported that the town manager was able to purchase some deciduous trees at a cost savings. They are being planted throughout the town. There are still communication issues with the electronic sign.

### **Mayor's Report**

Mayor Brake-Patten reported that any decision that council makes will be done so with a majority of council. Council makes their decisions based on research and insight. Council relies heavily on the staff to provide information to allow them to make informed decisions. When council makes a decision it is based on research, doing their own homework and doing what is best for the Town of Kippens. Council is happy to serve the public and will continue to do so. Work will begin on the budget next. Mayor Brake-Patten reported that Andrew Smith has been hired as town planner for Kippens and council will be meeting with him November 6<sup>th</sup>.

**Motion #157/19:** Motion by Councillor Dawson, seconded by Councillor Shears be it hereby resolved to adjourn the Council Meeting.

**In favour:** Mayor D. Brake-Patten, Deputy Mayor L. Benoit and Councillors J. Dawson, H. Shears, W. Howlett, T. Alexander and S. Boyd

**Opposed:** 0

**Abstaining:** 0

**Motion Carried**

Council meeting adjourned at 7:35 p.m. Next regular council meeting is scheduled for November 14, 2019.

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Debbie Cormier, Town Clerk

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Debbie Brake-Patten, Mayor