

# TOWN OF HAMPTON COUNCIL MEETING

## December 13, 2016

A closed session of Council was held immediately preceding the regular Council meeting, commencing at 6:00 pm. A regular meeting of Council was held at the new Town Hall, 648 Main Street on December 13<sup>th</sup>, 2016 commencing at 7:00 p.m.

**ATTENDANCE:**

- Council: Mayor Ken Chorley Deputy Mayor Robert Doucet  
 Councillor Todd Beach Councillor Peter Behr  
 Councillor Dwight Bond
- Staff: Megan O'Brien Harrison, Town Clerk/Communications Officer  
 Richard Malone, Town CAO  
 Sherman St. Germain, Town Treasurer  
 Levi Willet, Co-operative Education Student, Hampton High School
- Delegation: Sgt. Dustine Rodier, Hampton RCMP  
 Norm McFarlane and Martha McDevitt, Cherry Brook Zoo
- Media: Laura McInnes, Kings County Record

**1. CLOSED SESSION**

In accordance with Section 10.2(4) of the *Municipalities Act*, Mayor Chorley called the closed session to order at 6:00 p.m. and adjourned the closed session at 6:50 p.m. During that time, a number of issues were discussed and the confidential information from such discussions was classified as follows:

<u>Subsection of 10.4 (2)</u>	<u>Category</u>	<u># of Items</u>
a)	Confidential information protected by law	
b)	Personal information	
c)	Financial loss or gain (individual or municipal) or could jeopardize negotiations leading to an agreement or contract	1
d)	Land transactions for a municipal purpose	
e)	Violates confidentiality of information obtained from other governments (Federal and/or Provincial)	
f)	Legal opinions or advice, and privileged communications	
g)	Litigation or potential litigation	
h)	Access to/or security of particular buildings, other structures or systems	
i)	Information gathered by police	
j)	Labour/Employment matters	4

**2. OPEN REGULAR SESSION**

Mayor Chorley called the Open Session to order at 7:06 pm in the new Council Chambers in the Town Hall at 648 Main Street.

**3. MOMENT OF REFLECTION**

Mayor Chorley led a silent moment of reflection.

**4. APPROVAL OF AGENDA**

**Moved by Councillor Beach and seconded by Deputy Mayor Doucet that the agenda of the December 13, 2016 Council meeting be approved as presented.**

**MOTION CARRIED**

**5. DISCLOSURE OF CONFLICT OF INTEREST**

Councillors were asked to disclose any conflicts of interest as they arise.

**6. DELEGATIONS AND PUBLIC HEARINGS**

a. Sgt. Rodier, Hampton RCMP

Sgt. Rodier presented the RCMP incident report for November 2016. She noted that it was a fairly quiet month. She stated that they have focused on road checked and would continue to do so throughout the holiday season.

b. Norm McFarlane and Martha McDevitt, Cherry Brook Zoo

Norm McFarlane, Cherry Brook Zoo Board member introduced the zoo's new executive director, Martha McDevitt. Ms. McDevitt started that there has been several improvements during the transition phase over the past five months including the opening of two new exhibits – the reptile house and two African lions from Ontario. She noted that many Hampton residents enjoy the zoo and several Hampton children have attended the zoo camp.

**Moved by Councillor Bond and seconded by Councillor Behr that the Town of Hampton include a five hundred dollar (\$500) donation to the Cherry Brook Zoo in the 2017 Budget.**

**MOTION CARRIED**

c. Sherman St. Germain, Town Treasurer - Budget Presentation

Mr. St. Germain provided an overview of the Town's proposed 2017 General Budget. He stated that the tax base was \$358,432,650.00 which was an increase of 1.08% over 2016. The warrant equals \$4,516,251.00. Mr. St. Germain indicated that the Community Equalization Grant was \$73,137.00, which was an increase of \$33,197 from 2016. The tax rate being proposed in the budget is \$1.2600, which is the first increase since 2006.

The 2017 Enhancement list included items such as \$10,000 for a Dog Park and \$10,000 for Basketball Courts. In addition there would be \$270,000 for paving and \$50,000 each for both street lights and culvert replacement.

The Town Treasurer then provided an overview of the 2017 Utility Budget. It was proposed that the utility rates remain the same.

Moved by Councillor Bond and seconded by Councillor Behr that the Town of Hampton approve the 2017 Utility Operating and Capital budget.

Sale of Water	\$ 1,440
Sale of Sewerage Service	\$355,000
<u>Surplus from 2<sup>nd</sup> Previous Year</u>	<u>\$ 7,080</u>
<b>Total Revenue</b>	<b>\$363,520</b>
Water System Expenses	\$ 34,780
Sewerage System Expenses	\$324,740
<u>MRIF – Capital Reserve Fund</u>	<u>\$ 4,000</u>
<b>Total Expenses</b>	<b>\$363,520</b>

MOTION CARRIED

Moved by Councillor Bond and seconded by Deputy Mayor Doucet that the Town of Hampton approve the tax rate for 2017 of \$1.26 per \$100.00 of assessed value, pending approval of the Provincial Government. The gross expenditures will be \$5,703,329 less non-tax revenue of \$1,113,941 for a net budget of \$4,589,388 less the community funding & equalization grant of \$73,137 with the warrant to be raised by local rate of \$ 4,516,251.

MOTION CARRIED

**7. ADOPTION OF MINUTES**

7.1 Minutes of November 8, 2016

Moved by Councillor Behr and seconded by Councillor Beach that the minutes of the November 8, 2016 Regular Council Meeting be adopted.

MOTION CARRIED

**8. BUSINESS ARISING FROM MINUTES**

There are none.

**9. CORRESPONDENCE LIST**

#	NAME	DESCRIPTON	POSSIBLE MOTIONS
16-101	Barry Ogden, The Marigold Project	Request to put 20 <sup>th</sup> Anniversary Marigold/Mural Project Bumper Stickers on Town Vehicles	Moved by Deputy Mayor Doucet and seconded by Councillor Bond that the Town of Hampton deny the request to install Marigold Project bumper stickers on municipal vehicles.  MOTION CARRIED

16-102	Jonathan and Nicole O’Hanley, 129 Saint Paul’s Street	Request for no parking signs at the end of Saint Paul Street.	<b>Moved by Councillor Bond and seconded by Deputy Mayor Doucet that correspondence #16-102 be referred to the Public Works Advisory and Utilities Commission.</b> <b>MOTION CARRIED</b>
16-103	Helen Schideler Kings County Studio Tour	Request for complimentary meeting space at the Lighthouse River Centre for Kings County Studio planning meetings.	<b>Moved by Councillor Beach and seconded by Councillor Behr that the Town of Hampton deny the request of the Kings County Studio Tour for complimentary meeting space at the Lighthouse River Centre.</b> <b>MOTION CARRIED</b>
16-104	Carley Parish, President Hampton Area Chamber of Commerce	Thank you for donation to the Hampton Santa Claus Parade.	<b>Moved by Councillor Behr and seconded by Councillor Beach that correspondence #16-104 be received and filed.</b> <b>MOTION CARRIED</b>
16-105	Veronica Pelkey, Senior Traffic Engineer	Follow-up regarding proposed access onto the Hall Road.	<b>Moved by Deputy Mayor Doucet and seconded by Councillor Bond that correspondence #16-105 be received and filed.</b> <b>MOTION CARRIED</b>

**10. APPROVAL OF ACCOUNTS**

10.1 **Moved by Councillor Bond and seconded by Councillor Beach that the Town of Hampton approve the General and Utilities Fund Paid Invoices from November 1 to November 30, 2016 for the amount of six hundred and forty-three thousand, four hundred and seventy-five dollars and 28 cents (\$643,475.28).**

**MOTION CARRIED**

**11. REPORTS FROM COMMITTEES**

11.1 Economic Development and Tourism

Councillor Beach provided an overview of the Economic Development and Tourism minutes. He noted that the new Hampton Area Chamber of Commerce representative on the committee would be Sheryl Moore. There is a newly revised web-presence of the Economic Development Information on the Town’s website.

**Moved by Councillor Beach and seconded by Deputy Mayor Doucet to reappointment Kevin Scott to the Economic Development and Tourism Committee for a second three-year term ending on December 31, 2019**

**MOTION CARRIED**

11.2 Planning Advisory Committee

Councillor Beach reviewed the PAC minutes. He stated that a discretionary use variance for 33 Railway Avenue to allow for the development of café and yoga studio. It was noted that there were no major changes to the outside of the building. The venue will not be a licensed establishment and will be required to come back to PAC should it wish to serve liquor on a continuous basis.

**Moved by Councillor Beach and seconded by Councillor Behr to reappointment Alan Reid, Andy Lodge and Scott Seely to the Planning Advisory Committee for a second three-year term ending on December 31, 2019**

**MOTION CARRIED**

11.3 Fire-Rescue

Councillor Bond presented the Fire-Rescue report, stating that there were 10 calls for the month. 4 of the calls were from inside the Town limits, the remaining 6 were outside.

11.4 Health Care

The Town CAO reviewed the Health Care minutes. He provided an update on the Epinephrine Auto-Injector Project, stating that many of the sites have been installed. The committee is discussing mental health services and will investigate what is currently available in the community, including through the schools. The NB Association of Nursing Homes hosted a Public Consultation at the Dr. VA Snow Centre. Mayor Chorley, Deputy Mayor Doucet and the Town CAO attended.

**Moved by Councillor Beach and seconded by Councillor Behr that Council accept the resignation of Brenda Collings from the Health Care Committee.**

**MOTION CARRIED**

**Moved by Deputy Mayor Doucet and seconded by Councillor Bond that the Town of Hampton appoint Lois Moore to the Health Care Committee.**

**MOTION CARRIED**

11.5 Finance Committee

**Moved by Councillor Bond and seconded by Deputy Mayor Doucet that the Town of Hampton deny the request from Craig Lang for financial support for *Alice the Musical*, as recommended by the Finance Committee.**

**MOTION CARRIED**

**Moved by Councillor Bond and seconded by Councillor Behr that the Town of Hampton approve the following rates for 2017, as recommended by the Finance Committee: Lighthouse River Centre Rental Rates; Program Registration, Arena rentals and Field Prices; Electronic Sign Rental rates; Permanent Employee Wage Scale; Leisure Services Summer Staff Wage Scale; Rate Structure for Building Permits; and Water and Sewer Charges.**

**MOTION CARRIED**

**Moved by Councillor Bond and seconded by Councillor Beach that the Town of Hampton include a grant of \$1,000 to the Saint John Theatre Company's Education Outreach Initiative in the 2017 General Operating Budget, as recommended by the Finance Committee.**

**MOTION CARRIED**

11.6 EMO

Councillor Bond reviewed the EMO minutes. Tim Nickerson is now EMO Director and Dr. Doug Hall will remain as the Alternate EMO Director. It was discussed that the Sentinel system needs to be updated on an annual basis and that there should be regular testing of the system. Councillor Bond stated that three new members have joined EMO, which include: Bruce Whitaker responsible for Fire Services, Keith Copeland and Lynne MacNeil, Dr. V.A. Snow Centre Representative.

11.7 Environment Committee

Councillor Behr provided an overview of the Environment Committee report. He noted that there was some discussion on battery recycling. Town Staff will investigate the Regional Service Commission 8 Battery Recycling Program.

**Moved by Councillor Behr and seconded by Councillor Beach that the Town of Hampton appoint Patrick Donovan as the student member of the Environment Committee for a one-year term ending December 31<sup>st</sup>, 2017.**

**MOTION CARRIED**

**Moved by Councillor Beach and seconded by Councillor Behr that the Town of Hampton accept the reports from the Economic Development and Tourism, Planning Advisory, Fire-Rescue, RCMP, Health Care, Finance, EMO, Environment and Joint Health and Safety as submitted.**

**MOTION CARRIED**

## **12. APPROVAL OF REPORTS**

12.1 Building Inspector Report

Council reviewed the Building Inspector Report.

12.2 Dog Constable

**Moved by Councillor Behr and seconded by Councillor Beach that the Town of Hampton renew the Dog Constable contract for 2017 as per the terms and conditions of the proposed "Dog Control Officer Agreement" as recommended by the Town CAO.**

**MOTION CARRIED**

**Moved by Councillor Bond and seconded by Councillor Behr that the Town of Hampton fine Jordanne Tait, 20 Dunvegan Court, fifty dollars for allowing her dog, to run at large, as recommended by the Dog Constable.**

**MOTION CARRIED**

**Moved by Deputy Mayor Doucet and seconded by Councillor Bond that the Town of Hampton fine Dr. Hugh Baird fifty dollars for allowing his dogs, to run at large, as recommended by the Dog Constable.**

**MOTION CARRIED**

12.3 Financial Reports

Council reviewed the Financial Report.

12.4 Communications Report

The Communication Officer provided an overview of the Communications report.

**Moved by Deputy Mayor Doucet and seconded by Councillor Bond that the Town of Hampton approve the Building Inspector, Dog Constable Report, Financial, and Communications reports as presented.**

**MOTION CARRIED**

**13. READING OF BY-LAWS**

There are none.

**14. NEW BUSINESS**

14.1 ETF APPLICATION

**Moved by Councillor Bond and seconded by Councillor Beach that the Town of Hampton submit an application to the New Brunswick Environmental Trust Fund to continue the Town's search for a potable water supply.**

**MOTION CARRIED**

14.2 CRANBERRY HILL – PHASE 3 (CHRISTOPHER AVE) BOND RELEASE

**Moved by Councillor Beach and seconded by Councillor Behr that the Town of Hampton release the remaining 5% (\$3510.00) of the full bonding on Phase 1 of Christopher Ave of the Cranberry Hill Subdivision developed by Sterling Sanford & Son Excavating Ltd. as per Clause 16 of the Developers Agreement dated April, 2014 and entered into by Sterling Sanford & Son Excavating Ltd. and the Town of Hampton, as recommended by the Building and Development Officer.**

**MOTION CARRIED**

14.3 **Cobblehill Subdivision – Extension of Tentative Plan**

Moved by Councillor Behr and seconded by Councillor Bond that the Town of Hampton extend the approval of the overall tentative Subdivision Plan *Cobblehill Subdivision*, Drawing Number D3B, dated May 2011, as prepared by Fundy Drafting Services, subject to the previously imposed terms and conditions, for an additional twelve month period, as recommended by the Building and Development Officer.

MOTION CARRIED

14.4 **Cranberry Hills Estates – Extension of Tentative Plan**

Moved by Councillor Bond and seconded by Deputy Mayor Doucet that the Town of Hampton extend the approval of the overall tentative scheme plan for Cranberry Hills Estates, dated May 6, 2008, as prepared by Keirstead, Quigley and Roberts Ltd., subject to the previously imposed terms and conditions, for an additional twelve month period, as recommended by the Building and Development Officer.

MOTION CARRIED

14.5 **Dutch Point Gardens – Extension of Tentative Plan**

Moved by Deputy Mayor Doucet and seconded by Councillor Behr that the Town of Hampton extend the approval of the overall tentative plan, entitled *Dutch Point Gardens*, prepared by Keirstead, Quigley and Roberts Ltd., dated July 17, 2009, subject to the previously imposed terms and conditions, for an additional twelve month period, as recommended by the Building and Development Officer.

MOTION CARRIED

14.6 **Executive Estates – Extension of Tentative Plan**

Councillor Bond declared a conflict of interest and left the meeting.

Moved by Councillor Behr and seconded by Councillor Beach that the Town of Hampton extend the approval of the overall tentative plan *Executive Estates Subdivision*, dated January 28, 2008 as prepared by Kierstead, Quigley and Roberts, subject to the previously imposed terms and conditions, for an additional twelve month period, as recommended by the Building and Development Officer.

MOTION CARRIED

14.7 **The Links at Hampton – Extension of Tentative Plan**

Moved by Councillor Beach and seconded by Councillor Bond that the Town of Hampton extend the approval of the overall tentative plan the *Links at Hampton Subdivision*, dated July 18, 2007, revised on November 7<sup>th</sup>, 2007, and prepared by Kierstead, Quigley and Roberts Ltd. subject to the previously imposed terms and conditions, for an additional twelve month period, as recommended by the Building and Development Officer.

MOTION CARRIED

**14.8 Heritage Acres – Extension of Tentative Plan**

Moved by Deputy Mayor Doucet and seconded by Councillor Behr that the Town of Hampton extend the approval of the overall tentative plan the *Heritage Acres Subdivision* prepared by Hughes Surveys & Consultants Inc., bearing Job No. Y9-598-5 and dated November 25, 2011, subject to the previously imposed terms and conditions, for an additional twelve month period, as recommended by the Building and Development Officer.

**MOTION CARRIED**

**14.9 Park Place Homes Ltd. – Extension of Tentative Plan**

Moved by Councillor Behr and seconded by Councillor Beach that the Town of Hampton extend the approval of the overall tentative plan the *Park Place Homes Ltd.*, prepared by Keirstead Quigley and Roberts Ltd., labeled T-0534 and dated June 20, 2013, subject to the previously imposed terms and conditions, for an additional twelve month period, as recommended by the Building and Development Officer.

**MOTION CARRIED**

**14.10 Christmas Staff Bonus**

Moved by Deputy Mayor Doucet and seconded by Councillor Bond the approval of the Town of Hampton Christmas Staff bonus for 2016 as presented.

**MOTION CARRIED**

**14.11 Town Buildings – Holiday Hours:**

Moved by Councillor Behr and seconded by Councillor Beach that the Town of Hampton approve Holiday Hours as follows:

Closed at noon December 23, 2016

Closed December 26, 2016

Closed December 27, 2016

Closed at noon December 30, 2016

Closed January 2, 2017

**MOTION CARRIED**

**14.12 Overtime Policy**

Moved by Deputy Mayor Doucet and seconded by Councillor Bond that the Town of Hampton approve the amendments to HR Policy #9: Overtime Policy as presented.

**MOTION CARRIED**

**14.13 Leisure Services**

Moved by Deputy Mayor Doucet and seconded by Councillor Beach that the Town of Hampton accept the resignation of Jennifer Gendron from the Leisure Services Advisory Committee.

**MOTION CARRIED**

14.14 **Special Meetings of Council**

**Moved by Councillor Behr and seconded by Councillor Beach that the Town of Hampton schedule a Special Meeting of Town Council for December 30th, 2016 at 8:30 a.m. for the purpose of:**

- **review of financial results for 2016 and**
- **the disposition of a surplus, should one exist.**

**MOTION CARRIED**

14.15 **Food Bank Donation**

**Moved by Councillor Bond and seconded by Deputy Mayor Doucet that the Town of Hampton make a donation of five hundred dollars (\$500.00) to the Hampton Food Basket in lieu of Christmas Cards.**

**MOTION CARRIED**

14.16 **Mayor's Levee:**

**Everyone is invited to the Mayor's Levee on Sunday, January 1<sup>st</sup>, 2017 at the Hampton Town Hall, 648 Main Street, from 1-3 p.m.**

15. **OUTSTANDING ISSUES**

There are none.

16. **ADJOURNMENT**

There being no further business, the meeting of Council was adjourned at 8:30 p.m.

**Moved by Deputy Mayor Doucet that the Town of Hampton adjourn the council meeting of December 13, 2016.**

**MOTION CARRIED**

APPROVED:

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Ken Chorley, Mayor

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Megan O'Brien Harrison, Town Clerk