

**HAMPTON
FINANCE COMMITTEE MEETING
January 5, 2023**

MEMBERS PRESENT

Mayor Robert Doucet
Deputy Mayor Jeremy Salgado
Councillor Ken Chorley
Councillor Kim Tompkins
Councillor Todd Beach
Councillor Karin Boyé
Councillor Sheri Trecartin

STAFF

Richard Malone, CAO
Sherman St. Germain, Director of Finance
Katie Cameron, Assistant Treasurer
Shawna Miller, Accounting Assistant

1. CALL TO ORDER

Sherman St. Germain, Director of Finance, called the meeting to order at 6:01 p.m.

2. APPROVAL OF AGENDA

MOTION: Moved by Councillor Kim Tompkins and seconded by Deputy Mayor Jeremy Salgado to approve the agenda as presented.

MOTION CARRIED

3. APPROVAL OF MINUTES

N/A; First Hampton Finance Committee Meeting.

4. REVIEW ADMINISTRATION POLICIES

The Finance Committee reviewed the Administration Policies.

MOTION: Moved by Councillor Ken Chorley and seconded by Councillor Karin Boyé to recommend to Council to approve the Purchasing Policy, Tangible Capital Asset Policy, Signing Officers Policy, and Refund Form Policy.

MOTION CARRIED

5. PLANNING AND DEVELOPMENT RATES

The Committee reviewed the single change made to the Planning and Development Rates with the addition of the new line-item: Document Examination/Approval.

MOTION: Moved by Councillor Sheri Trecartin and seconded by Councillor Todd Beach to recommend to council to approve Schedule D Planning, Engineering and Development rates for 2023.

MOTION CARRIED

6. APPROVAL OF ACCOUNTS

The Finance Committee reviewed the Approval of Accounts listing for December 2022 in the amount of \$811,583.44.

MOTION: Moved by Councillor Ken Chorley and seconded by Councillor Karin Boyé to recommend to Council to approve the account listing in the amount of \$811,583.44.

MOTION CARRIED

7. FINANCIAL STATEMENTS

The Finance Department reviewed the Financial Statements ending December 31, 2022. It was noted the Financial Statements will undergo an audit and be presented at the March Council Meeting.

MOTION: Moved by Councillor Kim Tompkins and seconded by Councillor Ken Chorley to recommend to Council to approve the Financial Statement ending December 31, 2022.

MOTION CARRIED

8. The Finance Department reviewed the 2023 Draft Utility Budget and General Operating/Capital Budget. We are awaiting final approval from the Province of New Brunswick.

9. The next Finance Committee Meeting will be held on February 7, 2023 (6:00-8:00 p.m.)

ADJOURNMENT

Being no further business, the meeting adjourned at 7:37 p.m.

Moved by Councillor Ken Chorley that the meeting be adjourned.

MINUTES APPROVED: _____

CHAIRPERSON: _____

SECRETARY: _____