

TOWN OF HAMPTON COUNCIL MEETING

January 10, 2023

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 January 10, 2023, in Council Chambers.

ATTENDANCE:

COUNCIL: Mayor Robert Doucet Deputy Mayor Jeremy Salgado
 Councillor Todd Beach Councillor-Karin Boyé
 Councillor Ken Chorley Councillor Kim Tompkins
 Councillor Sheree Trecartin

STAFF: Richard Malone, Chief Administrative Officer
 Megan O'Brien Harrison, Director of Communications and Legislative Services
 Marilyn Duplacey, Planning Coordinator

DELEGATIONS: Sgt. Tyson Nelson, Hampton RCMP
 Jennifer Brown, Dillon Consulting

GUESTS: Pam McKenzie, Centennial Road, Passekeag
 Kelly Honeyman, McLaren Road, Upham
 Marshall Fowler, Cumberland Road, Smithtown
 Al Walker, Centennial Road, Hampton

CLOSED SESSION

In accordance with Section 68(1) of the *Local Governance Act*, Mayor Doucet called the closed session to order at 6:00 p.m. and adjourned the closed session at 6:55 p.m. During that time, several issues were discussed and the confidential information from such discussions was classified as follows:

<u>Subsection</u> <u>of 68 (1) Category</u>	<u># of</u> <u>Items</u>
a) Information of which that confidentiality is protected by law	
b) Personal information as defined by the <i>Right to Information and Protection of Privacy Act</i>	
c) Information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract	3
d) The proposed or pending acquisition or disposition of land	
e) Information that could violate the confidentiality of information obtained from the Government of Canada or from the government of a province or territory	
f) Information concerning legal opinions or advice provided to the local Government by its solicitor or privileged communications between solicitor and client in a matter of local government business	
g) Litigation or potential litigation affecting the local government or any corporation referred to in subsection 8(1), the local government's agencies, boards or commissions including a matter before an administrative tribunal	
h) Access to or security of buildings and other structures occupied or used by the local government or access to or security of systems of the local government or access to or security of systems of the local government, including computer or communications systems	
i) Information gathered by police, including the Royal Canadian Mounted Police, in the course of investigating any illegal activity or suspected illegal activity, or the source of that information	
j) Labour and employment matters, including the negotiation of collective agreements	3

1. OPEN REGULAR SESSION

2. CALL TO ORDER

Mayor Doucet called the meeting to order at 7:00 pm.

3. SILENT MOMENT OF REFLECTION

Mayor Doucet requested that everyone take a moment of silent reflection.

4. APPROVAL OF AGENDA

Moved by Councillor Beach and seconded by Deputy Mayor Salgado that the agenda of the January 10, 2023, Council meeting be approved as presented.

5. DISCLOSURE OF CONFLICT OF INTEREST

Mayor Doucet asked that anyone who has a conflict of interest declare it when they reach that item on the agenda.

6. DELEGATIONS AND PUBLIC HEARING

6.1 Hampton RCMP

Sgt. Nelson stated that they raised \$1,300 for the Hampton Food Basket and three full carts of food. They also participated in a Shop with Cops events with in-need family. The members continue to tie skates for the school skating programs.

He reported that there were 106 files created for December in Hampton and 2 check stops for impaired driving.

Sgt. Nelson reported that he is currently 60% in Hampton and 40% in Sussex. He anticipated it will be this way until August.

6.2 Municipal Plan/Zoning Bylaw – Jennifer Brown

Jennifer Brown provided Council with an update on how planning has changed as result of the Local Governance Reform. She also provided an Municipal Plan and Zoning By-law Update including project process and timeline, background report highlights and next steps.

Local Governance Report has a requirement that planning work be overseen by a Registered Professional Planner. Jennifer Brown of Dillon Consulting will act as Planning Director for Hampton. She will review all non-residential permits, review and draft PAC reports and processes to ensure compliance with the Community Planning Act, Municipal Plan and Zoning Bylaw. Review and draft all Municipal Plan and Zoning By-law Amendment reports and processes to ensure compliance. Support Municipal Staff with planning and development related inquiries.

The Municipal Plan and Zoning Bylaws will be updated to include new areas. The Municipal Plan and Zoning By-law updates to: provide consistent land use framework throughout the Municipality, administer development and building permits and provide Council with policy direction to support representative decision making on land use and development.

PROJECT PROCESS & TIMELINE

Mid-to-Late January Online Engagement: Website, Survey, Idea Wall

Mid-to-Late February Community Open Houses and Community Workshop

Early April Legislative Process

BACKGROUND REPORT HIGHLIGHTS

A Background Report has been drafted and is currently being reviewed by Municipal Staff. Council will receive the Background Report at their next meeting in February. The Background Report forms the foundation of the updates to the Municipal Plan and Zoning By-law and provides insight into the make up of the new Municipality of Hampton.

NEXT STEPS

By End of January, complete Staff Review, and updates to Background Report. Prepare Background Report for Council and Public Review. Finalize Engagement Plan and Timeline. Launch online engagement platform and survey by mid-January. Provide public with engagement schedule.

Deputy Mayor Salgado expressed concern that the proposed timeline is too tight. Jennifer Brown indicated that she is building in contingency to extend times. Councillor Tompkins expressed those concerns as well.

7. ADOPTION OF MINUTES

7.1 Special Council Meeting

Moved by Councillor Tompkins and seconded by Councillor Chorley that the minutes of the December 15 , 2022, Special Council Meeting be adopted.

Motion Carried

8. BUSINESS ARISING FROM MINUTES

There was none

9. CORRESPONDENCE LIST

#	From	Subject Matter	Recommendation
23-001	Georgie Day, Co-Chair, Preserving the Legacy Project, Hampton John Peters Humphrey Foundation	Thank you to Hampton's Public Works Department for their assistance in installing the bronze Humphrey sculpture.	Moved by Deputy Mayor Salgado and seconded by Councillor Boyé that correspondence #23-001 be received and filed. Motion Carried
23-002 (Late)	Dr. David Elias President, Canadian Health Solutions Inc.	Request to be a community hub as part of the Local Seniors' Health and Wellbeing study.	Moved by Councillor Trecartin and seconded by Councillor Tompkins that Hampton express interest in participating by serving as a community hub as part of the Local Seniors' Health and Wellbeing study being conducted by Canadian Health Solutions (CHS). Motion Carried Council directed Staff to send to the Health Care and Age-Friendly Community Committees.

10. REPORTS FROM COMMITTEES

10.1 Fire-Rescue

Councillor Beach said there was approximately a 10% increase in fire-rescue calls for 2022 over 2021. There were 3034 fire hours in 2022.

10.2 EMO

Moved by Councillor Tompkins and seconded by Councillor Boyé that Hampton Town Council accept the 2022 EMO Year-End report as presented.

MOTION CARRIED

10.3 Finance

Moved by Councillor Chorley and seconded by Councillor Beach that Hampton Town Council approve the Administrative Policy #2 – Purchasing Policy as recommended by the Finance Committee.

MOTION CARRIED

Moved by Councillor Chorley and seconded by Deputy Mayor Salgado that Hampton Town Council approve the Administrative Policy #3 – Tangible Capital Asset Policy as recommended by the Finance Committee, including Appendix A.

MOTION CARRIED

Moved by Councillor Chorley and seconded by Councillor Tompkins that Hampton Town Council approve the Administrative Policy #4 – Signing Officers Policy as recommended by the Finance Committee.

MOTION CARRIED

Moved by Councillor Chorley and seconded by Councillor Trecartin that Hampton Town Council approve the Refund Request Form as recommended by the Finance Committee.

MOTION CARRIED

Moved by Councillor Chorley and seconded by Councillor Boyé that Hampton Town Council approve Schedule D – Planning, Engineering and Development Rates for 2023 as recommended by the Finance Committee.

MOTION CARRIED

Moved by Councillor Chorley and seconded by Councillor Tompkins that Hampton Town Council approve the Accounting Listings for the General and Utilities Fund Paid Invoices for the period of December 1, 2022 to December 31, 2022 in the amount of eight hundred and eleven thousand, five hundred and eighty-three dollars and forty-four cents (\$811,583.44), as recommended by the Finance Committee.

MOTION CARRIED

Moved by Councillor Chorley and seconded by Councillor Boyé that Hampton Town Council approve the Financial Statement ending December 31, 2022 as recommended by the Finance Committee.

MOTION CARRIED

Moved by Councillor Beach and seconded by Deputy Mayor Salgado that the Hampton Town Council accept the Fire-Rescue, EMO, Finance and Joint Health and Safety Committee reports as presented.

MOTION CARRIED

11. APPROVAL OF REPORTS

11.1 Dog Constable

Councillor Beach provided an overview of the Dog Constable Report for December 2022. It was a very quiet month.

11.2 Building Permit Report

Councillor Tompkins reviewed the Building Permit report.

11.3 Communications Report

The Director of Communications provided an overview of the December report noting that there was lots of positive social media engagement for events held in December.

Moved by Deputy Mayor Salgado and seconded by Councillor Beach that the Town of Hampton approve the Building Inspector, Dog Constable Report and Communications Reports as presented.

MOTION CARRIED

12. BYLAWS

12.1 PAC Bylaw

Moved by Councillor Tompkins and seconded by Councillor Chorley that the Hampton Town Council approve the first reading of Hampton By-law HAM 2023-05: A By-law to establish the Hampton Planning Advisory Committee.

MOTION CARRIED

Moved by Councillor Tompkins and seconded by Councillor Chorley that the Hampton Town Council approve the second reading of Hampton By-law HAM 2023-05: A By-law to establish the Hampton Planning Advisory Committee.

MOTION CARRIED

12.2 Fire-Bylaw

Moved by Councillor Beach and seconded by Councillor Boyé that the Hampton Town Council approve the first reading of Hampton By-law HAM 2023-06: A By-law of the town of Hampton respecting the establishment of the

Hampton Fire-Rescue and Nauwigewauk Fire-Rescue Departments and the Prevention and extinguishment of fires.

MOTION CARRIED

Moved by Councillor Beach and seconded by Councillor Trecartin that the Hampton Town Council approve the second reading of Hampton By-law HAM 2023-06: A By-law of the town of Hampton respecting the establishment of the Hampton Fire-Rescue and Nauwigewauk Fire-Rescue Departments and the Prevention and extinguishment of fires.

MOTION CARRIED

12.3 Emergency Response Bylaw

Moved by Councillor Boyé and seconded by Councillor Beach that the Hampton Town Council approve the first reading of Hampton By-law HAM 2023-07: A By-Law to establish an Emergency Plan for Hampton.

MOTION CARRIED

Moved by Councillor Boyé and seconded by Councillor Trecartin that the Hampton Town Council approve the second reading of Hampton By-law HAM 2023-07: A By-Law to establish an Emergency Plan for Hampton.

MOTION CARRIED

12.4 Police Protection Services By-law

Moved by Councillor Tompkins and seconded by Councillor Boyé that the Hampton Town Council approve the first reading of Hampton By-law HAM 2023-08: Police Protection Services By-law.

MOTION CARRIED

Moved by Councillor Tompkins and seconded by Councillor Trecartin that the Hampton Town Council approve the second reading of Hampton By-law HAM 2023-08: Police Protection Services By-law.

MOTION CARRIED

12.5 Animal Control By-law

Moved by Councillor Beach and seconded by Councillor Boyé that the Hampton Town Council approve the first reading of Hampton By-law HAM 2023-09: A By-law of Hampton Respecting Animal Control.

MOTION CARRIED

Moved by Councillor Beach and seconded by Deputy Mayor Salgado that the Hampton Town Council approve the second reading of Hampton By-law HAM 2023-09: A By-law of Hampton Respecting Animal Control.

MOTION CARRIED

13. NEW BUSINESS

13.1 Council Appointments – Deputy Mayor

Moved by Councillor Tompkins and seconded by Councillor Chorley that Hampton Town Council appoint Jeremy Salgado as the Deputy Mayor.

MOTION CARRIED

13.2 Council Appointments – Fundy Region Service Commission

Moved by Councillor Chorley and seconded by Councillor Boyé that Hampton Town Council appoint Mayor Robert Doucet as the Hampton representative on the Fundy Region Service Commission and that Deputy Mayor Jeremy Salgado be appointed as Hampton’s alternative representative.

MOTION CARRIED

13.3 Council Appointments – Signing Officers

Moved by Councillor Tompkins and seconded by Councillor Trecartin that the Financial Signing Officers for Hampton must be a combination of one appointed Staff person and one appointed Council member being: Sherman St. Germain, Treasurer or, when absent, Katie Cameron, Assistant Treasurer; And Robert Doucet, Mayor or Jeremy Salgado, Deputy Mayor.

MOTION CARRIED

13.4 Council Appointments – Committees

Moved by Deputy Mayor Salgado and seconded by Councillor Boyé that Hampton Town Council accept Mayor Doucet’s appointments of Councillors to the following committees:

Todd Beach: Finance Committee, Protective Services: Fire-Rescue, Economic Development and Tourism Committee, and the Town Liaison on the Hampton Area Chamber of Commerce Board of Directors

Karin Boyé: Finance Committee, Environment Committee, Hampton Emergency Measures Organization

Ken Chorley: Finance Committee, Joint Health & Safety Committee. Public Works Advisory and Utilities Commission and the Town Liaison on the Hampton John Peters Humphrey Foundation Board of Directors

Robert Doucet: Finance Committee, Health Care Committee, Human Resources Committee, Protective Services: RCMP, Ex Officio in all other Committees

Jeremy Salgado: Finance Committee, Leisure Services Advisory Committee and Canada Day Committee

Kim Tompkins: Finance Committee, Human Resources Committee, Planning Advisory Committee, Protective Services: RCMP
Sheree Trecartin: Finance Committee, Age-Friendly Community Committee, and the Town Liaison on the Hampton Seniors Resource Centre Board of Directors

MOTION CARRIED

13.5 Committee Appointments - EDTC

Moved by Councillor Beach and seconded by Councillor Tompkins that Hampton Town Council appoint the following members to the Economic Development and Tourism Committee for their first term:

Joshua Adams, term ending December 31, 2023
Bruce Fowler, term ending December 31, 2023
Michel Boudreau, term ending December 31, 2024
Trina Forest, term ending December 31, 2024
Chris Rendell, term ending December 31, 2024
Marcelle Belanger, term ending December 31, 2025
Jill Ganong, term ending December 31, 2025
Heather Libbey, term ending December 31, 2025

MOTION CARRIED

13.6 Committee Appointments - Environment

Moved by Councillor Boyé and seconded by Councillor Beach that Hampton Town Council appoint the following members to the Environment Committee for their first term:

Jean Northrup, term ending December 31, 2023
Phil Taber, term ending December 31, 2024
Blair Boudreau, term ending December 31, 2024
Bailey Brogan, term ending December 31, 2025
Laura Myers, term ending December 31, 2025
And Jordan Smith as the non-voting student representative.

MOTION CARRIED

13.7 Committee Appointments - EMO

Moved by Councillor Boyé and seconded by Councillor Tompkins that Hampton Town Council appoint the following members to the Hampton Emergency Measures Organization:

Fred Cormier
Evelyn Bostwick
Evelyn Millen
Bruce Whitaker
Darrell Banfield
Robin Banfield
Maura Collings
Laure Sheel

MOTION CARRIED

- 13.8 Committee Appointments – Health Care
Moved by Councillor Chorley and seconded by Deputy Mayor Salgado that Hampton Town Council appoint the following members to the Health Care Committee:
Lew Moulton
Barb Gates
Lois Moore
Dawn O’Dell
Dr. Doug Hall
Dr. Jim Collings

MOTION CARRIED

- 13.9 Committee Appointments – Leisure Services
Moved by Deputy Mayor Salgado and seconded by Councillor Boyé that Hampton Town Council appoint the following members to the Leisure Services Advisory for their first term:
Murray Goodman, term ending December 31, 2023
Beverly Campbell, term ending December 31, 2023
Don Sherwood, term ending December 31, 2024
Rob Barrett, term ending December 31, 2024
Jinell Johnson, term ending December 31, 2025
Gail McKinnon, term ending December 31, 2025
Karla Lamb, term ending December 31, 2025
And Olivia Barrett as the non-voting student member.

MOTION CARRIED

- 13.10 Committee Appointments – Public Works
Moved by Councillor Chorley and seconded by Councillor Trecartin that Hampton Town Council appoint the following members to the Public Works Advisory and Utilities Commission for their first term:
Andy Lodge, term ending December 31, 2023
Ian Donegan, term ending December 31, 2023
Dave O’Donnell, term ending December 31, 2024
Daniel LeBlanc, term ending December 31, 2024
Luke McGregor, term ending December 31, 2025
James Mahoney, term ending December 31, 2025

MOTION CARRIED

- 13.11 Committee Appointments – Age-Friendly
Moved by Councillor Trecartin and seconded by Councillor Beach that the Age-Friendly Committee Terms of Reference be approved as presented.

MOTION CARRIED

Moved by Councillor Trecartin and seconded by Councillor Chorley that Hampton Town Council appoint the following members to the Age-Friendly Committee for their first term:

Darlene Simpson, term ending December 31, 2024

Beverly Kemp, term ending December 31, 2024

Leslie O'Brien, term ending December 31, 2025

Lois Moore, term ending December 31, 2025

MOTION CARRIED

13.12 Committee Appointments - PAC

Moved by Councillor Tompkins and seconded by Councillor Trecartin that Hampton Town Council appoint the following members to the Planning Advisory Committee for their first term:

Luke Johnson, term ending December 31, 2023

Mark Reid, term ending December 31, 2023

Art Roy, term ending December 31, 2023

Murray Goodman, Leisure Services Advisory Committee Representative, term ending December 31, 2024

Chris Rendell, Economic Development and Tourism Committee Representative, term ending December 31, 2024

Bailey Brogan, Environment Committee Representative, term ending December 31, 2025

James Mahoney, Public Works Advisory and Utilities Commission Representative, term ending December 31, 2025

David Henderson, term ending December 31, 2025

MOTION CARRIED

13.13 HR

Moved by Councillor Tompkins and seconded by Councillor Chorley that Hampton Town Council appoint Brian Shannon, as per Section 71(2) and 71(3) of New Brunswick *Local Governance Act*, to complete Building Inspection Services on an as-needed contractual basis for the purposes of enforcing Hampton's Building Bylaw and any other applicable by-laws, as recommended by the HR Committee.

MOTION CARRIED

Moved by Councillor Tompkins and seconded by Councillor Boyé that Hampton Town Council appoint Kevin Breau as Acting Director of Leisure Services effective January 23, 2023, as per details in Schedule A, as recommended by the HR Committee.

MOTION CARRIED

Moved by Councillor Tompkins and seconded by Deputy Mayor Salgado that Hampton Town Council appoint Sara Barnett as Acting Assistant Director of Leisure Services effective January 16, 2023, as per details in Schedule A, as recommended by the HR Committee.

MOTION CARRIED

13.14 Dog Constable Contract

Moved by Councillor Beach and seconded by Councillor Boyé that Hampton Town Council entered into the Professional Services Purchase Agreement for Municipality Animal Control with the New Brunswick Society for the Prevention of Cruelty to animals, effective February 1, 2023.

MOTION CARRIED

13.15 Planning

Moved by Councillor Tompkins and seconded by Councillor Beach that Hampton Town Council appoint Jennifer Brown of Dillon Consulting Limited as Planning Director.

MOTION CARRIED


15. OUTSTANDING ISSUES

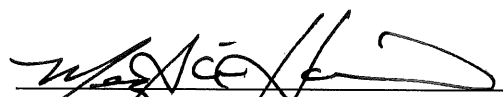
16. AJOURNMENT

There being no further business, the meeting of Council was adjourned at 8:27 p.m.
Moved by Councillor Beach that the Hampton Town Council adjourn the council meeting of January 10, 2023.

MOTION CARRIED

APPROVED BY:


Robert Doucet, Mayor


Megan O'Brien Harrison
Director of Communications and Legislative Services (Clerk)

