

TOWN OF HAMPTON COUNCIL MEETING

March 14, 2023

A closed session of Council was held immediately preceding the regular Council meeting, commencing at 5:35 pm. A regular meeting of Council was held March 14, 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/Assistant Clerk
 Chris White, Director, Economic Development and Tourism
 Arthur McCarthy, Director of Planning, Engineering and Development
 Marilyn Duplacey, Planning Coordinator

DELEGATIONS: Sgt. Tyson Nelson, Hampton RCMP
 Peter Logan, Teed Saunders Doyle
 Alana Vigna, Dillon Consulting
 Phillippe Ouellette, CEO, Fundy Regional Service Commission

GUESTS: Laura Myers, Environment Committee Member
 Chris Rendell, PAC Member
 Phil Taber, Environment Committee Member

CLOSED SESSION

In accordance with Section 68(1) of the *Local Governance Act*, Mayor Doucet called the closed session to order at 5:35 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:

Subsection of 68 (1) Category	# of Items
a) Information of which that confidentiality is protected by law	1
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	6
d) The proposed or pending acquisition or disposition of land	1
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	1

1. OPEN REGULAR SESSION

2. CALL TO ORDER

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

3. SILENT MOMENT OF REFLECTION

4. APPROVAL OF AGENDA

Moved by Councillor Beach and seconded by Councillor Boyé that the agenda of the March 14, 2023 Council meeting be approved as presented.

MOTION CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST

Mayor Doucet will ask 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 provided Council with an update for February. Front desk assistant began on March 13, 2023. Front doors at the station will now be open Monday to Friday during regular office hours. RCMP participated in Battle of the Badges raising \$8600 for ProKids.

6.2 Auditor – Peter Logan, Teed Saunders Doyle & Co.

Peter Logan, Chartered Accountant presented the audit report. The Town had a clean audit. He thanked Sherman St. Germain, Katie Cameron and Shawna Miller for their work.

Moved by Councillor Tompkins and seconded by Councillor Boyé that Hampton Council accept the Audited 2022 Financial Statements as presented by Teed Saunders Doyle, Chartered Professional Accountants and Advisors.

MOTION CARRIED

Moved by Councillor Chorley and seconded by Councillor Trecartin that Hampton Council appoint Teed Saunders Doyle, Chartered Professional Accountants and Advisors as Hampton's auditors for the 2023 fiscal year for a cost of \$17,000 plus HST.

MOTION CARRIED

6.3 PCP Presentation – Alana Vigna, Dillon Consulting Limited

Alana Vigna provided the final report on the Federation of Canadian Municipalities' Partners for Climate Protection (PCP) Program for Hampton for Milestones 4 and 5. The findings of Milestones 4 and 5 show that Hampton is committed to reducing its emissions. Calculations regarding Hampton's emissions illustrate positive changes towards reductions targets. Revisions to the Local Action Plan will allow Hampton to focus its efforts toward achieving more accurate emissions data.

Moved by Councillor Chorley and seconded by Councillor Beach that Hampton Town Council accept the Final Report for the Hampton Partners for Climate Protection Program Milestones 4 and 5 as presented. MOTION CARRIED

6.4 Phillippe Ouellette, CEO, Fundy Regional Service Commission

Phillippe Ouellette outlined the commission’s work plan for 2023 which has a vision of “speaking with one voice” for member municipalities. As a result of the municipal reform, the FRSC has new mandates and is responsible for economic development, regional transportation, public safety and overseeing cost sharing on regional recreation infrastructure.

7. ADOPTION OF MINUTES

7.1 Regular Council Meeting Minutes

Moved by Councillor Beach and seconded by Councillor Trecartin that the minutes of the February 14, 2023 Regular Council Meeting be adopted. MOTION CARRIED

8. BUSINESS ARISING FROM MINUTES

None.

9. CORRESPONDENCE LIST

#	From	Subject Matter	Recommendation
23-015	Kim Kane	Thank you	Moved by Councillor Tompkins and seconded by Deputy Mayor Salgado that correspondence #23-015 be received and filed. MOTION CARRIED
23-016	The King Family	Thank you	Moved by Councillor Chorley and seconded by Councillor Boyé that correspondence #23-016 be received and filed. MOTION CARRIED
23-017	The Family of Margaret Titus	Thank you	Moved by Councillor Boyé and seconded by Councillor Beach that correspondence #23-017 be received and filed. MOTION CARRIED
23-018	Hon. Rob Moore, MP Fundy Royal	Congratulations on your successful election.	Moved by Councillor Trecartin and seconded by Councillor Tompkins that correspondence #23-018 be received and filed. MOTION CARRIED
23-019	Epilepsy Association of the Maritimes	Request for proclamation and/or wear purple ribbons on March 26 th , Purple Day, in support of Epilepsy Awareness.	Moved by Councillor Beach and seconded by Councillor Boyé that Council raise awareness of Epilepsy by wearing purple on March 26th and post on our Facebook and website. MOTION CARRIED

10. REPORTS FROM COMMITTEES

10.1 PAC

Councillor Tompkins presented the report. The committee welcomed a new member and elected chair and vice-chair for 2023. Staff updated the committee on the changes in the new PAC procedural bylaw. Variance application was heard and approved.

10.2 Protective Services – Fire

Councillor Beach gave the committee report. The new Hampton Fire By-Law was reviewed. Meetings will now be held bi-monthly alternating between Hampton and Nauwigewauk Fire Halls.

10.3 Finance

Moved by Councillor Tompkins and seconded by Councillor Boyé that the Town of Hampton enter into a 60-month lease with Office Interiors for a Ricoh IM C3000 Printer for the Leisure Services Department at a cost of \$274.74 per month plus tax, plus a quarterly service contract of \$172.06 plus tax including parts, toner and service. MOTION CARRIED

Moved by Councillor Trecartin and seconded by Councillor Beach that Hampton Council approve the purchase a 2X4 sign advertisement at the Hampton Curling Club in the amount of \$196 plus HST, as recommended by the Finance Committee.

MOTION CARRIED

Moved by Councillor Boyé and seconded by Councillor Beach that Hampton Council approve the Financial Statements ending February 28, 2023, as recommended by the Finance Committee.

Moved by Councillor Chorley and seconded by Councillor Boyé that Hampton Council approve the February 2023 Approval of Accounts listing in the amount of \$359,054.05, as recommended by the Finance Committee.

MOTION CARRIED

10.4 Public Works Advisory and Utilities Commission

Moved by Councillor Chorley and seconded by Councillor Tompkins that Hampton Town Council approve the completion of a Solar Feasibility Study for the municipal lagoon through Smart Energy Company with funding provided by the NB Power Industrial Efficiency Program (IEP).

MOTION CARRIED

10.5 **Environment**

Councillor Boye provided details of the Environment committee meeting. There are 2 new voting members and a student non voting member. Chair and vice chair for 2023 were elected. Members are encouraged to attend the Council meeting on March 14th to hear the final report on PCP.

Moved by Councillor Boyé and seconded by Deputy Mayor Salgado to refer the battery recycling request to staff. MOTION CARRIED

Moved by Councillor Boyé and seconded by Councillor Beach that Staff advise the Environment Committee that the Procedural By-law's Environment Committee mandate does allow for the committee to initiate Environmental policy development and that the committee is encouraged to bring forward their ideas and recommendations to Council for approval. MOTION CARRIED.

10.6 **Economic Development and Tourism**

Councillor Beach gave the committee report. The Economic Development Action Plan was reviewed. Plan is to be revised to incorporate development in the new wards (1 and 3).

10.7 **Leisure Services**

Deputy Mayor Salgado updated Council on the January 2023 meeting. An updated ice schedule is in place for 2023-24. Canada Day plans are underway. All events will be centralized in Ward 2. Introduced a Helmet policy for all ice users. Swimming program has changed to the Life Saving Society from Red Cross.

Moved by Deputy Mayor Salgado and seconded by Councillor Tompkins that Hampton Council adopt Leisure Services Policy #HAM-LS-2023-01: Hampton Helmet Use Policy for Town-Owned Ice Surfaces effective immediately. MOTION CARRIED

10.8 **Age-Friendly**

Councillor Trecartin reported on the Age Friendly meeting where new members from all areas were welcomed. Currently working on the Wellness Expo on May 13 at the Seniors Resource Centre.

Moved by Councillor Beach and seconded by Deputy Mayor Salgado that the Hampton Town Council accept the Planning Advisory, Protective Services-Fire, Finance, Public Works Advisory and Utilities Commission, Economic Development and Tourism, Age-Friendly Community and Joint Health and Safety Committee reports as presented.

MOTION CARRIED

11. APPROVAL OF REPORTS

- 11.1 Dog Constable
No calls in February 2023.
- 11.2 Building Permit Report
Councillor Tompkins presented the report. New format adopted showing permits by Wards.
- 11.3 Communications Report
No report.
- 11.4 Fire-Reports (Hampton and Nauwigewauk)
Councillor Beach presented the reports for both Hampton and Nauwigewauk.

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

MOTION CARRIED

12. BYLAWS

- 12.1 Plastic Bag
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 on the Reduction of Single-Use Plastic Bags.

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 2023-06: A By-law on the Reduction of Single-Use Plastic Bags.

MOTION CARRIED

13. NEW BUSINESS

- 13.1 Ossekeag Park Subdivision Application
Moved by Councillor Tompkins and seconded by Councillor Boyé that `` Hampton Council send the Ossekeag Park Subdivision to the following committees for written comments: Leisure Services Advisory, Public Works Advisory and Utilities Commission, Environment Committee and the Planning Advisory Committee as recommended by the Director of Planning, Engineering and Development.

MOTION CARRIED

13.2 **HR**

Moved by Councillor Tompkins and seconded by Deputy Mayor Salgado to reclassify Colin Crealock to permanent full-time employment status as of February 24th, 2023, after successfully completing his probationary period with a rate of pay as per schedule “A” Wage Scale – IT Services Coordinator dated March 3rd, 2023.

MOTION CARRIED

Moved by Councillor Tompkins and seconded by Councillor Trecartin to reclassify Shawna Miller to permanent full-time employment status as of March 8th, 2023, after successfully completing his probationary period with a rate of pay as per schedule “A” Wage Scale – Accounting Assistant dated March 3rd, 2023.

MOTION CARRIED

Assistant Planner/Development Officer

Moved by Councillor Tompkins and seconded by Councillor Beach to appoint Bailey Brogan to position of Assistant Planner/Development Officer at an earliest start day of April 3rd, 2023. This appointment is for six-month probationary period and then with a satisfactory performance review, they will be reclassified to permanent full-time employment. The waiting period for the benefit package will be waived to the degree permitted by Hampton’s coverage provider. The rate of pay is according to Schedule “A” Wage Scale – Assistant Planner/Development Officer, dated March 3rd, 2023.

MOTION CARRIED

Tourism Assistant

Moved by Councillor Tompkins and seconded by Councillor Boyé to appoint Kelly Green to position of Tourism Assistant at an earliest start day of April 3rd, 2023. This appointment is for six-month probationary period and then with a satisfactory performance review, they will be reclassified to permanent full-time employment. The waiting period for the benefit package will be waived to the degree permitted by Hampton’s coverage provider. The rate of pay is according to Schedule “A” Wage Scale – Tourism Assistant, dated March 3rd, 2023.

MOTION CARRIED

13.3 **B-Citi**

Moved by Councillor Beach and seconded by Deputy Mayor Salgado that Hampton Council enter into a service agreement for ‘Resident Passport’ Platform with B-Citi Platform, as presented.

MOTION CARRIED

13.4 Renewal of Lease

Moved by Councillor Trecartin and seconded by Councillor Boyé the Hampton Council enter into the Renewal of Lease Agreement with his MAJESTY THE KING in Right of the Province of New Brunswick as presented.

MOTION CARRIED

13.5 Tender of one Breathing Air Compressor

Moved by Councillor Beach and seconded by Deputy Mayor Salgado that Hampton award tender No. Hamp-NF-2023-04 to the lowest tender, Connors Diving Services Limited, for their tender price of \$ 41,000.00 plus HST (Included delivery and installation to the Nauwigewauk Fire Hall), as recommended by the Nauwigewauk Fire Chief, Blair Wannamaker.

MOTION CARRIED

15. OUTSTANDING ISSUES

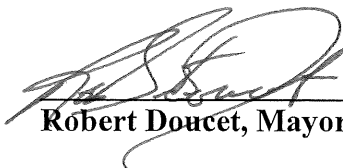
16. AJOURNMENT


There being no further business, the meeting of Council was adjourned at 9:10 p.m.

Moved by Councillor Beach that the Hampton Town Council adjourn the council meeting of March 14, 2023.

MOTION CARRIED

APPROVED BY:


Robert Doucet, Mayor


Richard Malone, Chief Administrative Officer
(Assistant Clerk)

