

TOWN OF HAMPTON COUNCIL MEETING

October 24, 2023

A closed session of Council was held immediately preceding the regular Council meeting, commencing at 6:00 pm. A special meeting of Council was held October 24, 2023, in Council Chambers commencing at 7:00 pm.

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
 Arthur McCarthy, Director of Planning, Engineering and Development
 Bailey Brogan, Assistant Development Officer

DELEGATIONS: Jennifer Brown, Dillon Consulting

GUESTS: Marty Burrill, Nauwigewauk
 Marshall Fowler, Smithtown
 Mike Hickey, Darlings Island
 David Nicol, Lakeside
 John Sabine, Passekeag
 Al Walker, Centennial Road

1. 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 7:00 p.m. It was noted that Kevin Breau, Director Leisure Services, and Sara Barnett, Assistant Director of Leisure Services attended the Closed Session only. 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	
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	1
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

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2. OPEN SESSION CALL TO ORDER (7:00 pm)

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

3. SILENT MOMENT OF REFLECTION

Mayor Doucet asked everyone to rise for a silent moment of reflection.

4. APPROVAL OF AGENDA

Moved by Councillor Chorley and seconded by Councillor Boyé that the agenda of the October 24, 2023 Special Council meeting be approved as presented.

Motion Carried

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

Municipal Plan Feedback and Public Presentation of Draft Zoning By-law

Jennifer Brown, Dillon Consulting presented the feedback received from the Municipal Plan draft and recommendations based on the feedback received. She noted that when comments or feedback not captured by the Municipal Plan or Zoning By-law, that Staff reach out to residents to discuss and come back to Council with possible actions or accommodations outside the bylaw process.

As a result of feedback, she was recommending the following changes to the proposed plan and future land use map:

- that a portion of Centennial Road be redesignated from commercial to residential to accommodate existing heritage residential land use pattern.
- That 16 Nauwigewauk Loop Road from Residential to Rural to allow for existing farm.
- that the property at the end of Valleyview Drive, PID 30180137, from Residential to Rural as requested;
- and that there be further review of portion of Route 100 that runs along the front of Nauwigewauk neighbourhood to accommodate a mixture of land uses.

Jennifer Brown then proceeded with the Public Presentation of the draft Zoning Bylaw. The Zoning Bylaw implements the provisions of the Municipal Plan. It provides for the orderly development throughout the new Hampton boundaries and provides detailed guidance for development and use of land.

The Zoning By-law includes:

1. Title and Scope

2. Administration
3. Definitions
4. General Provisions
5. Floodplain Overlay
6. Residential Zones
7. Commercial Zones
8. Rural Zone
9. Industrial Zone
10. Institutional Zone
11. Conservation Zone
12. Parks and Recreation Zone
13. Aggregate Extraction Zone

Ms. Brown highlighted some of the changes that the draft Zoning By-law included.

- Recommended changes to the Accessory Building provisions to simplify the approach to allow accessory building size in relationship to lot coverage. This should reduce the number of accessory building variances to PAC.
- Converted buildings: One-unit dwellings may be converted to include up to 6 dwelling units. No exterior changes are permitted. One on-site parking space required per unit.
- Dwellings per lot: Two main dwelling units are permitted in the Rural and Rural Residential Zone. Minimizes the creation of flag lots and allows for more flexibility on larger lots without need for subdivision.
- Hobby Farms: Permitted in Rural and Rural Residential zones on lots over 1 hectare (2.5 acres). This accommodates the farming activity that exists throughout the town that is less intensive than industrial agriculture but still requires additional considerations to minimize potential land use conflicts.
- Home Industry: Allows for a second main use on a lot with a residential dwelling. This will allow for a mixture of uses at different intensities in the Rural zone.
- Tourism Establishments: This captures bed and breakfasts, campgrounds, r.v. parks, etc. This provides a simplified and broader approach to accommodate current trends (glamping domes, small cottage rental, etc.).

She noted that the draft Zoning By-law is proposing 1 overlay, 5 residential zones, 3 commercial zones, and rural, industrial, institutional, conservation, parks & recreation, and aggregate extraction zones. She provided an overview of each of these zones.

Residential Zoning Bylaws:

One- and Two-Unit Residential Zone (R1) Permitted: one and two units. Conditional: 4 units

Medium Density Residential Zone(R2)Permitted: 12 units. Conditional: 13 or more units, max 3 storeys

Multi-unit Residential Zone(R3) No maximum height. Single and two units not permitted.

Rural Residential (RR) zone Permitted: one and two units, converted. Conditional: shared dwelling (maximum 6 rooms)

Mini Home Park (MHP) zone. Mini home, Business /sales office

Commercial Zones:

Town Centre (TC) zone - Applied to the town's downtown area from the Hampton mall property to the Hampton town hall.

Mixed Use (MU) zone – Applied to either side of TC zone. From TC to the bridge by the Lighthouse River Centre and from the Hampton mall to William Bell and Route 100 intersection.

General Commercial (GC) Zone – William Bell Drive. This allows larger scale commercial. It also includes commercial nodes throughout the town (for example: Titusville General Store).

Rural(R) Zone – Applied to rural areas: formerly unincorporated and rural development within the Hampton Parish Planning Area. This is a mix of residential and non-residential uses designed to uphold rural character and traditional land use pattern. This includes wood lots.

Industrial(I) zone - Intended for lower impact industrial uses like manufacturing, processing, and repair (etc.). This is applied to anything currently assessed as industrial lands, works depots, and any other uses deemed to intensive for a general commercial zone.

Other Zones:

Institutional (INST) Zone - Applied to schools, government buildings, some community service-type buildings. She noted that the new by-law removes places of worship to align with adaptive reuse policy in Municipal Plan.

Conservation (C) Zone – Intended to limit use on lands that are environmentally sensitive.

Moved by Councillor Tompkins and seconded by Deputy Mayor Salgado that Hampton Council refer the draft Zoning By-law to the Planning Advisory Committees for written comments to be submitted prior to the Public Hearing.

Motion Carried

Moved by Councillor Tompkins and seconded by Councillor Trecartin that Hampton Council accept written feedback on the draft Zoning By-law until November 17, 2023 submitted via email, delivered in person to the town hall or mailed to the town.

Motion Carried

Moved by Councillor Tompkins and seconded by Councillor Beach that Hampton Council hold a public hearing on the Municipal Plan and Zoning By-law on November 21, 2023 at 7:00 pm in Council Chambers.

Motion Carried

7. NEW BUSINESS

7.1 HR – Admin Support: Communications, Planning, Fire/EMO

Moved by Councillor Tompkins and seconded by Councillor Boye to appoint Riley Cosman to the position of Administrative Assistant Communications at the earliest start day of November 8th, 2023. This appointment is for a 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 – Administrative Assistant. dated January 1st, 2023.

Motion Carried

Moved by Councillor Tompkins and seconded by Councillor Trecartin to appoint Joanne Appleby to the position of Administrative Assistant Fire/EMO at the earliest start day of November 8th, 2023. This appointment is for a 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 – Administrative Assistant. dated January 1st, 2023.

Motion Carried

Moved by Councillor Tompkins and seconded by Councillor Boye to appoint Lydia Gendron to the position of Administrative Assistant Planning at the earliest start day of November 8th, 2023. This appointment is for a 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 – Administrative Assistant. dated January 1st, 2023.

Motion Carried

7.2 Borrowing Board – Multipurpose Facility

Moved by Councillor Trecartin and seconded by Councillor Chorley to resolve that the Treasurer and Mayor be authorized to submit on behalf of the Municipality of Hampton to the Municipal Capital Borrowing Board an application for authorization to borrow for a capital expense for the following term and amount:

<u>Purpose</u>	<u>Term</u>	<u>Amount</u>
General Government:		
Recreation		
Multi-Purpose Facility	20 Years	\$ 9,000,000
Interim Financing		
Multi-purpose facility	3 Years	\$10,000,000

Motion Carried

8. OUTSTANDING ISSUES

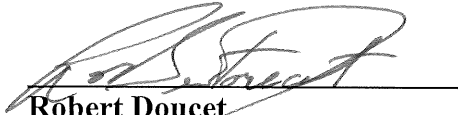
9. ADJOURNMENT

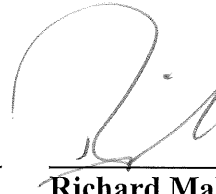
There being no further business, the meeting of Council was adjourned at 7:47 p.m.

Moved by Councillor Beach that the Hampton Town Council adjourn the council meeting of October 24, 2023.

Motion Carried

APPROVED BY:


Robert Doucet
Mayor


Richard Malone
Chief Administrative Officer (Assistant Clerk)

