



**Public Works Advisory and Utility Commission  
Wednesday, October 11, 2023 @7:00pm  
Works Garage-89 Logie Drive, Hampton**

**Member Present**

Vice Chair Luke MacGregor  
Councillor Ken Chorley  
Terry Taylor  
Dave O'Donnell  
Ian Donegan

**Regrets**

Chair Andy Lodge  
Jamie Mahoney  
Dan LeBlanc

**Staff Present**

Mike Raeburn- Public Works and Utilities Director  
Mark Cormier-Public Works and utilities Supervisor  
Sherman St. Germain-Treasurer  
Katie Cameron-Assistant Treasurer  
Lori McNiven-Administrative Assistant, Public Works & Utilities

**1. CALL TO ORDER**

Vice Chair Luke MacGregor called the meeting to order at 7:08 pm

**2. DECLARATION OF CONFLICT OF INTEREST**

Vice Chair Luke MacGregor asked if there was anyone with a conflict of interest with any item on the agenda presented.  
None Declared

**3. ADOPTION OF MINUTES**

Motion: Moved by Ian Donegan and seconded by Terry Taylor to approve the minutes of August 23, 2023 and September 20, 2023.

**Carried**

**4. UPDATE FROM PUBLIC ADVISORY COMMITTEE**

No updates to report from Public Advisory Committee.

**5. OLD BUSINESS-Mike Raeburn updated Committee**

**5.1-Sidewalk Installation Green Bridge to Kredl's**

5.1 PW & Utilities reviewed the email regarding sidewalk installation from Green Bridge to Kredl's

**5.2-EMO Hampton Spring Freshet**

5.2 PW & Utilities reviewed the EMO Spring Freshet Policy.

**5.3-PMHP Program Funding**

5.3 PW & Utilities reviewed the PMHP Program Funding.

**5.4-Hampton Municipal Plan and Future Land Use Map-Dillon Consulting-Jennifer Brown**

5.4 PW & Utilities Committee to send feedback regarding the Municipal Plan and Land Use Map by October 16<sup>th</sup>, 2023 to Lori McNiven, Administrative Assistant, PW & Facilities.

**6. NEW BUSINESS**

6.1 The 2024 Water and Waste Water Utility Rates and Budget were presented by Sherman St. Germain, Treasurer and Katie Cameron, Assistant Treasurer.

Moved by Dave O'Donnell and seconded by Ian Donegan to recommend to the Finance Committee to accept the 2024 Water and Waste Water Utility rates as presented in Schedule A by Sherman St. Germain, Treasurer.

**Carried**

**4.1** The Utility Rates for 2024 were presented by Sherman St. Germain, Treasurer.

Sale of Water	\$ 1,840
Sale of Wastewater	\$550,600
<u>Surplus from 2nd prev, year</u>	<u>\$ 8,501</u>
Total Revenue	\$560,941
Water System Expenses	\$ 77,290
Sewerage System Expenses	\$450,866
<u>Deficit from 2<sup>nd</sup> Previous Year</u>	<u>\$ 32,785</u>
Total Expenses	\$560,941

Moved by Terry Taylor and seconded by Ian Donegan to recommend to the Finance Committee to approve the 2024 Utility budget as presented by Katie Cameron, Assistant Treasurer.

**Carried**

7.1 Discussed guardrail installed by DTI on Route 121.

7.2 PW & Utilities Committee discussed letter from Duncan MacRae.

Moved by Ian Donegan and seconded by Terry Taylor that PW & Utilities Committee address Duncan MacRae letter utilizing the Speed Management Guideline process.

**Carried**

**NEXT MEETING** – TBD

Ken Chorley moved to adjourn 8:07 pm.

**ADJOURNMENT** – At 8:07pm Luke MacGregor moved to adjourn the meeting.

Prepared by:  
Lori McNiven  
Staff

Approved by:  
Luke MacGregor  
Vice Chair