

Town of Hampton Economic Development Committee Meeting

Tuesday, April 16, 2024

In attendance: Chris White (*staff*), Josh Adams (*Chair*), Councillor Todd Beach, Michel Boudreau, Marcelle Bélanger, Chris Rendell, Justin Sweeney. Guest presenters Sherman St. Germain and Joanne Brown.

Regrets: Trina Forest, Jill Ganong, Heather Libbey

1. **Call to Order:** Josh Adams called the meeting to order at 6:30pm
2. **Approval of Agenda:** Moved by Marcelle Bélanger, seconded by Chris Rendell
3. **Special Presentation:** Sherman St. Germain (Hampton HR) and HR Consultant Joanne Brown reviewed Code of Conduct and HR issues for Volunteers. Michel Boudreau questioned Conflict of Interest declaration – is it a conflict if there is no material or financial advantage? Sherman to review and report back to committee. Sherman and Joanne left session at 7:10; regular meeting resumed.
4. **Declaration of Conflict of interest:** none
5. **Approval of Minutes:** moved by Michel Boudreau, seconded by Heather Libbey to approve minutes of March 19, 2024.
6. **Business Arising from the Minutes:**
 - a. Local Governance Reform: Chris White shared that change to recycling coming – Circular Materials to take over collection in Wards 1 and 3. Ward 2 to remain the same with Town collection until a later date TBD. Chris White reported that the Fundy Region Service Commission Transportation survey generated over 900 responses online by March 27th. Final report due from UNB research team in June.
 - b. Envision Saint John: Chris reported on work with Envision newcomer business team (Nada Rabie) and upcoming Tourism Strategy session for area operators; tourism Visitor Experience Ambassador training also scheduled for May 6 to 14.
 - c. Campaign re: Small Scale Development: Initial review conducted by Economic Development; to be reviewed with Planning Department and then shared with Economic Development Committee for feedback.
 - d. FRSC Transportation Survey: Chris White reported that the Fundy Region Service Commission Transportation survey generated over 900 responses online by March 27th. Final report due from UNB research team in June.
7. **New Business:**
 - a. Port Saint John Community Liaison Committee: First meeting of the committee since the AIM fire – discussion on current status of contract and operations. Planning a session to discuss rail impacts to communities related to increased shipping at the port. Session to discuss reporting of safety concerns, structure for addressing issues (in NB two-governing bodies for railway, one Federal, one Provincial).
 - b. Fundraising Initiative: Council have selected BNP Philanthropic to conduct a fundraising campaign around the new Multipurpose Facility. All moneise to build are secured and construction has begun; the fundraising will target a reduction of the town’s portion of the construction cost, and give local businesses and individuals a means to participate in the finished building through legacy campaign.
8. **Reports:**
 - a. Planning & Development Update: Chris White reviewed copies of the March building report.
 - b. PAC Report: Chris R reported that committee met to review the Rogers Tower proposal as well as the revised Sub-division by-law. Councillor Todd Beach noted that a delegation of saw-mill owners attended the reading of the by-law and addressed concerns re: sawmill regulation under the proposed by-law. Council sent the matter to Planning Department for further review and recommendations.
 - c. Chamber Report: Todd reported Mixer at Cardinal Insurance with Hampton Middle School very successful; Board by-law review almost complete in preparation for May 8 AGM.

d. Moved by Michel Boudreau to accept the reports; seconded by Justin Sweeney.

9. **Correspondence:**

a. None

10. **Next Meeting Date:** Tuesday, May 21, 2024, 6:30pm in Council Chambers.

11. **Adjournment:** Councillor Todd Beach so moved at 7:57 pm

SIGNATURE: Joshua D. Adams DATE: October 29, 2024