

# TOWN OF HAMPTON COUNCIL MEETING

July 11, 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 July 11, 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  
Colin Crealock, IT Coordinator

DELEGATIONS: Cst. Curtis McCann, Hampton RCMP  
Brenda MacCallum, Fundy Regional Service Commission

GUESTS: Keith Copeland, Hampton EMO  
Bonnie Adams, Hampton  
Marty Burrill, Nauwigewauk

## 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. 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	6
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	2

## OPEN SESSION

### 2. CALL TO ORDER

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 July 11, 2023 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 AND PUBLIC HEARING

#### 6.1 Presentation of the James M. Hovey Award



Hampton created the James M. Hovey Civic Service Award to recognize the exceptional contributions of community volunteers who serve on Committees of Council and Former Council Members and Staff. This award is presented annually to an individual or group for meritorious service, voluntary contributions, personal efforts, and exemplary community development within Hampton. Mayor Doucet presented the 2022 James M. Hovey Civic Service Award to Keith Copeland, Hampton EMO Coordinator. Mr. Copeland has provided Hampton with exceptional service through his dedication to the Hampton Emergency Measures Committee. He has led the committee through updating policies, procedures and preparing for spring floods. In particular, he was recognized for his leadership during the COVID pandemic. He

guided local businesses through the ever-changing guidelines, created the Hampton Community Volunteer Network and led EMO's assistance to the Hampton Food Basket. He was instrumental in implementing the Vulnerable Person Registry, a first of its kind in our region.

#### 6.2 Cst. Curtis McCann, Hampton RCMP

Cst, McCann provided Council with a summary of the calls for service for the new Hampton boundaries. He reported that there were three traffic checks on Kennebecasis River Road. Curbing speeding in this area remains a priority. He noted that they have hired a new community policing officer. He reviewed the new speeding regulations in the Province of New Brunswick. Hampton will share the social media posts on our town channels. He reported that the Hampton Detachment has acquired bicycles and will be completing training for bike patrols this summer. They attended the Hampton Grand March, Canada Day ceremonies and the recent Car Show at the Hampton Community Centre. Council appreciates their presence at community events.

6.3 Brenda MacCallum, Fundy Regional Service Commission (FRSC)

Brenda MacCallum, the Manager, Community Development & Public Relations of the Fundy Regional Service Commission presented their draft regional strategy. The commission is taking a month for review of the draft in order to hear feedback and engage with partners and stakeholders. They sought feedback from 91 organizations, 185 individuals and 10 Indigenous Communities. Key themes they heard were collaboration, avoiding duplication, extending the reach of services, and defining the Fundy Regional Service Commission's role. Their strategy vision statement is inspiring collaborative excellence, resilient communities, and valuable outcomes.

The mandate areas include:

- **Regional Public Safety.** The vision is a unified and resilient Public Safety response in the Fundy Region, where seamless interagency collaboration and interoperability empowers our communities to thrive and deliver enhanced and effective public safety service for all.
- **Regional Transportation.** The vision is that FRSC will bring stakeholders and local governments together to establish goals and priorities that address strategic issues around regional transportation, including collaboration, services, and needs, with the aim of developing a plan for integrated services into the future, response, and recovery capabilities.
- **Land-Use Planning.** The vision is to foster regional collaboration to achieve sustainable communities through collaborative and responsible land use planning that fosters vibrant communities, preserves natural landscapes, and supports equitable and resilient development for present and future generations across the Fundy Region.
- **Community Development.** The vision is to empower communities, fostering inclusivity, and improving health and well-being outcomes through collaborative community development initiatives.
- **Regional Facilities.** The vision is to expand upon the strong history of collaborative delivery of impactful and responsive programming and events in exceptional facilities through building a framework of trust and accountability between communities, operators, partners, and residents.
- **Economic Development and Tourism Promotion.** The vision is to promote a region that embraces growth, aligns economic development and tourism services, and delivers meaningful impact.
- **Solid Waste.** The vision is to promote the further reduction of waste by promoting individual and corporate responsibility and developing the waste system as an integrated resource to the community.

The strategy also includes goals and action items for **Administration, Governance and Collaboration.** The next steps are to share the document with Committees, Stakeholders, and Councils. The goal is to have the plan adopted in July in order to inform 2024 budget development. Feedback can be submitted to: [RegionalStrategy@fundyregion.ca](mailto:RegionalStrategy@fundyregion.ca).

Deputy Mayor Salgado stated that Regional Transportation was key. He noted that there are Hampton residents that are unable to access the regional facilities that the community is now paying for. Councillor Beach asked for more information about the action item to: develop and implement a forest fire mitigation program to address potential risks and enhance safety measures in Crane Mountain's operations. Ms. MacCallum will provide him with additional information following the meeting.

**7. ADOPTION OF MINUTES**

**7.1 Regular Council Meeting Minutes**

**Moved by Councillor Tompkins and seconded by Councillor Beach that the minutes of the June 13 , 2023, Regular Council Meeting be adopted.**

**MOTION CARRIED**

**8. BUSINESS ARISING FROM MINUTES**

There was none.

**9. CORRESPONDENCE LIST**

#	From	Subject Matter	Recommendation
23-038	Linda Yeomans, Secretary, Pleasant View Estates	Request to close Oakleaf Lane on August 23 <sup>rd</sup> between 4-7 pm for a BBQ.	<b>Moved by Councillor Chorley and seconded by Councillor Trecartin that Hampton Council approve the request of the Pleasant View Estates Homeowners Association to close Oakleaf Lane on August 23<sup>rd</sup> from 4 pm to 7 pm for a Neighbourhood BBQ.</b>  <b>MOTION CARRIED</b>
23-039	Callie Pinnock, Director, Community Development NB/PEI, The Terry Fox Foundation	Request to host a 43 <sup>rd</sup> annual Terry Fox Run event.	<b>Moved by Councillor Tompkins and seconded by Councillor Boyé that correspondence #23-039 be referred to the Leisure Services Advisory Committee.</b>  <b>MOTION CARRIED</b>

**10. REPORTS FROM COMMITTEES**

**10.1 PAC**

Councillor Tompkins provided an overview of the Planning Advisory Committee minutes. She noted that PAC granted a conditional use of tourist establishment, for the property identified as PID 30347561, located at lot 21-1 Spruce Lane, Damascus, to establish the development of three cabins.

**10.2 Finance**

There was no Finance Meeting this month.

**Moved by Deputy Mayor Salgado and seconded by Councillor Tompkins that Hampton Council approve the Financial Statements ending June 30, 2023.**

**MOTION CARRIED**

**Moved by Councillor Boyé and seconded by Councillor Chorley that Hampton Council approve the June 2023 Approval of Accounts listing in the amount of \$741,441.27.**

**MOTION CARRIED**

10.3 Environment

Councillor Boyé reviewed the Environment Committee minutes.

**Moved by Councillor Boyé and seconded by Deputy Mayor Salgado that the Environment Committee prepare an Electric Vehicle Infrastructure and Fleet Action Plan for staff's review and recommendation to Council.**

**MOTION CARRIED**

Council discussed the request regarding seeking information on a historical dumpsite on the Robertson Road. The province oversaw the remediation, and it remains in their jurisdiction. Council did not wish to proceed further on this matter.

10.4 Leisure Services

Deputy Mayor Salgado provided an overview of the Leisure Services Advisory Committee minutes. He noted that Troy Summerville joined the committee. It was noted that a new slide has been installed and is being enjoyed. The committee noted that there was no signage indicating that there are public washrooms at the Visitor Information Centre. Council also mentioned that the VIC is home to a wonderful gift shop. It is recommended that this be installed. He mentioned that the Youth Theatre Station is hosting workshops at the Lighthouse River Centre. Canada Day went very well. It was noted that the soccer field at the Hampton Middle School was so wet that fireworks could not be held.

10.5 Age-Friendly

Councillor Trecartin noted that the Committee reviewed surveys from participants and vendors of the Wellness Expo. The overall feedback is that it was a good event but that it should be a different time of year and a little shorter in length.

The committee was introduced to the Nursing Home without Walls project that the Dr. V. A. Snow Centre is applying for.

10.6 EMO

**Moved by Councillor Boyé and seconded by Councillor Tompkins that Hampton Council appoint Nancy Whitcase, Mark Rodaway and Mike Hickey to Hampton Emergency Measures Organization Committee effective immediately.**

**MOTION CARRIED**

Council requested that staff and the two fire departments review the Hampton Spring Freshet Policy prior to Council adopting the Hampton Spring Freshet Policy.

10.7 Public Works and Utilities

**Moved by Councillor Chorley and seconded by Councillor Boyé that Hampton Council adopt the revised Schedule "A" of the 2023 Sanitary Sewer By-Law as recommended by the Public Works Advisory and Utilities Commission.**

**MOTION CARRIED**

**Moved by Councillor Beach and seconded by Deputy Mayor Salgado that the Hampton Town Council accept the Planning Advisory, Finance, Environment, EMO, Leisure Services, Age-Friendly Community, Public Works and Utilities and Joint Health and Safety Committee reports as presented.**

**MOTION CARRIED**

**11. Approval of Reports**

11.1 Dog Constable

There was no dog report for this month.

11.2 Building Permit Report

Councillor Tompkins reviewed the building permit reports.

11.3 Communications Report

The Director of Communications provided Council with an overview of work in the communications department including the website migration, app, and the deer survey.

11.4 Fire-Reports (Hampton and Nauwigewauk)

Councillor Beach noted that three new members were recruited to Hampton Fire-Rescue following the open house. He noted that Nauwigewauk had a very busy month for calls including a structure fire.

**Moved by Deputy Mayor Salgado and seconded by Councillor Beach that the Town of Hampton approve the Building Inspector, Communications and Fire-Rescue Reports as presented.**

**MOTION CARRIED**

**12. BYLAWS**

12.1 Noise

Councillor Chorley declared a conflict of interest and left the meeting.

The Director of Legislative Services (Clerk) noted that additional feedback on the by-law has been received.

Kristine McLaughlin, Dale Avenue, urged Council to consider expanded hours of 7 am to 11 pm daily.

Phil Taber felt there should be a mechanism to measure decibel levels. He was opposed to expanding the hours of permitted noise because of the negative impact on families with young children, seniors early to bed and others. He felt the current times meant that after 9 pm, residents had to contain noise to their home and yard, which he felt was reasonable.

Myrna Smith was in favour of the 9 pm limit for Sunday to Thursday but thought the limit should be 11 pm on the weekends.

Cindy Logan, McKinley Lane was concerned about the expansion of the noise bylaw on Thursday, Friday, and Saturday. Also concerned about fireworks.

*The changes to the Noise By-law Include: Expanding the hours of permitted noise to: 7 am – 9 pm Sunday to Wednesday, 7 am – 11 pm on Thursday, and 7 am until 11:59 pm Friday and Saturday and exempting noise in connection with*

*agricultural use as defined by the Zoning By-law, to allow activities that are part of normal farm practice and carried out as part of an agricultural operation.*

Councillor Beach proposed expanding the hours of permitted noise from 7:00 am to 11:00 pm daily for ease of enforcement. He noted that 9 pm may be too early in some cases and midnight may be too late. Council noted there was an exemption process for special events.

Section 4 (a) was amended to read:

No person shall make or permit to be made any noise within the Town between the hours of 11:00 p.m. and 7:00 a.m. daily.

**Moved by Councillor Tompkins and seconded by Councillor Boyé that the Hampton Town Council approve and enact the third and final reading of Hampton By-law HAM 2023-09: Noise By-law with the noted amendment to Section 4 (a).**

**MOTION CARRIED**

Councillor Chorley returned to the meeting.

### **13. NEW BUSINESS**

#### **13.1 Cobblehill**

**Moved by Councillor Tompkins and seconded by Councillor Trecartin that Hampton Council approve the overall tentative plan Cobblehill Development Plan Phases 1-2-3-4 (DWG: M2-E) dated June 19, 2023 proposing to establish a one-hundred and one (101) lot residential subdivision intended for small lot single unit dwellings subject to the following:**

- i) A Stormwater Management Plan to meet the requirements in the Town of Hampton Stormwater Management Guidelines,**
- ii) An acceptable water study to meet the requirements of the New Brunswick Department of Environment and Local Government,**
- iii) Engineering design of municipal infrastructure to meet the requirements of the Town of Hampton Standard Specification,**
- iv) Buffering between adjacent commercial properties and the highway as required by the Hampton zoning by-law 216-2021,**
- v) The Landowner enters into a Developers Agreement with Council to assure the development of the residential subdivision adheres to the Towns By-Laws, Guidelines, Standards and Policies, and provides the appropriate bonding as determined by the Department Director prior to final approval of the development,**
- vi) An additional active transportation trail from the intersection of Haymarket Lane/Yardley Way to Greenspace G8 is provided for connectivity to the future multipurpose recreation hub,**
- vii) Accepting Greenspace G3, G4, G5 as land for Public Purpose,**
- viii) Accepting Greenspace G6, G7, G8, G9 and G10 as land for Public Purpose conditional on the approval of NB Power for the intended use of the utility easement**
- ix) And request staff forward along comments from the Environment Committee regarding encouraging developing energy efficient homes and LED lights with full cut off.**

**MOTION CARRIED**

13.2 Website

Moved by Councillor Beach and seconded by Councillor Chorley that Hampton Council hire ICS Creative Agency to host, maintain and backup the Hampton website (Hampton.ca) for a monthly cost of \$139.99 as recommended by the Director of Communications and the IT Coordinator.

MOTION CARRIED

13.3 Greater Hampton 50/50

Moved by Councillor Trecartin and seconded by Councillor Boyé that Hampton Council agree to disburse the Greater Hampton 50/50 proceeds on behalf of the Hampton 5050 and Hampton Regional Facilities Committee.

MOTION CARRIED

**14. OUTSTANDING ISSUES**

**15. AJOURNMENT**

There being no further business, the meeting of Council was adjourned at 8:50 p.m.

Moved by Councillor Beach that the Hampton Town Council adjourn the council meeting of July 11, 2023.

MOTION CARRIED

**APPROVED BY:**

  
Robert Doucet, Mayor

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

