



## **HAMPTON COUNCIL MEETING AUGUST 12, 2025**

A closed session of Council was held preceding the regular Council meeting on August 12<sup>th</sup>, 2025, commencing at 5:32 p.m. and adjourned at 6:43 p.m. A regular meeting of Council was then held in the Council Chambers commencing at 7:01 p.m. and adjourned at 8:09 p.m. A closed session of Council was reconvened after the regular Council meeting at 8:10 p.m. and adjourned at 8:18 p.m.

### **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 / Clerk  
Lisa Richard, Assistant Clerk  
Sherman St. Germain, Director of Finance and Human Resources/  
Treasurer  
Arthur McCarthy, Director of Planning, Engineering & Development  
Jessie Dean, Executive Assistant to the CAO

**DELEGATIONS:** Sgt. McCann, Hampton RCMP  
Jennifer Brown, Planning Director, Dillon Consulting Ltd.

### **1. CLOSED SESSION**

In accordance with Section 68(1) of the *Local Governance Act*, Mayor Doucet called the closed session to order at 5:32 p.m. and adjourned the closed session at 6:43 p.m. The closed session was reconvened after the regular Council meeting at 8:10 p.m. and adjourned at 8:18 p.m. During that time, a number of issues were discussed and the confidential information from such discussions was classified as follows:

<u>Subsection of 68 (1)</u>	<u>Category</u>	<u># of Items</u>
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	7
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	1
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	1
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, including computer or communications systems	3
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

*Sherman St. Germain left the meeting at 6:43 pm.*

## **OPEN SESSION**

### **2. CALL TO ORDER**

Mayor Doucet called the meeting to order at 7:01 pm.

### **3. SILENT MOMENT OF REFLECTION**

Mayor Doucet led Council through a moment of silent reflection.

### **4. APPROVAL OF AGENDA**

**Moved by Councillor Chorley and seconded by Councillor Boyé that the agenda of the August 12<sup>th</sup>, 2025, Council meeting be approved with the removal of item 8.2 Bradford Subdivision – Developers Agreement to be replaced with item 8.2 Cobblehill Subdivision Phase 1, and addition of items 14.5 Purchase of Vacuum Truck and 14.6 2025 KV Nuisance Deer Management Assistance Program.**

## 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 / PUBLIC PRESENTATIONS / PUBLIC HEARINGS

#### 6.1. Hampton RCMP, Sgt. McCann – Monthly Report

Sgt. McCann reviewed the calls for Hampton for the month of July. There were 149 occurrences in Ward 2, which is up from 90 for the same month in 2024. Occurrences in Wards 1 & 3 were comparable to this time last year. There were 15 check stops completed, and enforcement activities conducted on Kennebecasis River Road and Robertson Road. The detachment will be conducting enforcement activities on Norton Shore Road in the coming month as per Council's request.

Members of the detachment have been participating in community events such as Hampton Minor Baseball practices and the Hampton Lions Club car show. They also recently visited Woods Daycare. The Community Policing Officer did not have any school events to attend in July however they participated in a seniors event.

Councillor Tompkins inquired about the implementation of body cameras at the detachment. Sgt. McCann indicated that training has been completed, and the cameras are now in full use.

#### 6.2. Jennifer Brown, Planning Director, Dillon Consulting Ltd. – Proposed Amendments to Hampton's Municipal Plan

Jennifer Brown, Planning Director with Dillon Consulting Ltd. gave a presentation on the proposed amendments to Hampton's Municipal Plan & Zoning By-Law. The amendments are required to align Hampton's permitting approach with the Province's WAWA permitting approach. Currently, areas in Hampton that are within 30 metres of any wetland are designated and zoned as Environmental Conservation which restricts development to passive recreation and existing uses. This conflicts with the Province's approach. The Province provides two classifications of wetlands: Provincially Significant Wetlands (PSWs) and non-provincially significant wetlands. Provincial regulations restrict development within 30 metres of a PSW however development **may** be permitted within 30 metres of a non-PSW through WAWA permits.

The proposed amendments would update policy in Hampton's Municipal Plan to align with the Province. Future Land Use and Zoning maps would also be updated to remove non-PSWs and their buffers from Environmental Conservation designation and zoning and identify non-PSW buffers through cross hatching on these maps. This public presentation is the first step in the amendment process which is determined by the provincial *Community Planning Act*. The next step is to open a 30 day comment period



to allow public feedback which will be reviewed at a special Council meeting on September 23, 2025. The proposed amendments will be made available on Hampton's website and at Town Hall for public inspection.

**Moved by Councillor Beach and seconded by Deputy Mayor Salgado that Hampton Council commence the thirty (30) day public comment period to accept written feedback on proposed amendments to Hampton Municipal Plan By-Law No. HAM-2023-15 until September 13, 2025. Feedback can be submitted to the Director of Planning, Engineering & Development via email or delivered to Town Hall in person or by mail. Feedback received will be reviewed at a Special Meeting on September 23, 2025, at which time a public hearing date will be set.**

**MOTION CARRIED**

**6.3. Arthur McCarthy, Director of Planning, Engineering & Development – Stakeholder Engagement Report: Assessing Flood Adaptation Solutions**

Arthur McCarthy, Director of Planning, Engineering & Development, gave an overview of the Stakeholder Engagement Report which is Phase 1 of the Assessing Flood Adaptation Solutions project. Hampton has retained HILCON Limited and Portfolio to address long standing flooding concerns in the areas of Ravine Brook, Gordon Street and Vernon Avenue. Targeted community engagement has been completed in the vicinity of these three sites to ensure that residents can provide insight into their lived experiences and that they are active partners in shaping the proposed solutions.

The first step in the engagement process was an initial request for interviews with residents who are directly impacted in these locations. There were five interviews conducted at this stage. The second step was a request for residential site visits to locations within 100 m of the project sites. Eleven residents participated in this stage. The third step will be a community engagement session which will be held this fall to share recommendations based on the information gathered during the interviews and site visits.

**7. ADOPTION OF MINUTES**

**7.1. Regular Council Meeting July 8, 2025**

**Moved by Councillor Tompkins and seconded by Councillor Trecartin that the minutes of the July 8, 2025, Regular Council Meeting be adopted.**

**MOTION CARRIED**

**7.2. Special Closed Council Meeting July 23, 2025**

**Moved by Councillor Trecartin and seconded by Councillor Boyé that the minutes of the July 23, 2025, Special Closed Council Meeting be adopted.**

**MOTION CARRIED**

## **8. BUSINESS ARISING FROM MINUTES**

### **8.1. Orchard Hills Subdivision Phase 8 – Developers Agreement**

Moved by Councillor Tompkins and seconded by Deputy Mayor Salgado that Hampton Council enter into a Subdivision Developer's Agreement for Orchard Hills Subdivision – Phase 8 with Hannage Development Limited, for the development of a public street and twelve (12) new residential "R1" lots intended for semi-detached dwelling units and three (3) new residential "R1" lots intended for single family dwelling units, as recommended by the Director of Planning, Engineering and Development, subject to the following:

- The developer submits a standard policy of liability insurance, in accordance with section 40 of the Developers Agreement, prior to commencing work.

**MOTION CARRIED**

### **8.2. Cobblehill Subdivision Phase 1**

Moved by Councillor Tompkins and seconded by Councillor Boyé that Hampton Council approve the Amending Subdivision Developers Agreement with Schooner Point Development Ltd. for Cobblehill Subdivision Phase 1. This Amending Agreement is an amendment to the original Subdivision Developers Agreement with Schooner Point Development Ltd. approved by Hampton Council on November 12, 2024, and registered with the New Brunswick Land Registry as document number 45784569.

**MOTION CARRIED**

Moved by Councillor Tompkins and seconded by Councillor Trecartin that Hampton assent to the tentative subdivision plan entitled Cobblehill Subdivision Plan Lots 24-1 & 24-2 on William Bell Drive, as prepared by Don-More Surveys & Engineering Ltd., to create lots 24-1 and 24-2, a Local Government Services Easement to Hampton and to create Land for Public Purposes LPP-1.

**MOTION CARRIED**

## **9. READING OF BY-LAWS**

None

## 10.CORRESPONDENCE LIST

#	From	Subject Matter	Motion
25-093	Fran Hickmott, Usher Syndrome Coalition	Request to recognize September 20, 2025, as Usher Syndrome Awareness Day.	<b>Moved by Councillor Beach and seconded by Councillor Boyé that correspondence 25- 093 be referred to the Communications Coordinator to be added to the Community Events Calendar.</b>  <b>MOTION CARRIED</b>
25-094	Mary Ellen Campbell, St. Joseph's Hospital Foundation	Letter of thanks for the recent donation to the SCOUT Surgical Guidance System campaign.	<b>Moved by Councillor Trecartin and seconded by Councillor Tompkins that correspondence 25-094 be received and filed.</b>  <b>MOTION CARRIED</b>
25-095	CN Rail	Request to recognize and promote Rail Safety Week taking place across Canada from September 15 to 21, 2025.	<b>Moved by Deputy Mayor Salgado and seconded by Councillor Boyé that correspondence 25-095 be referred to the Communications Coordinator for posting on Hampton's social media channels and in the September Newsletter if space allows.</b>  <b>MOTION CARRIED</b>  *It was noted by Deputy Mayor Salgado that this information should be forwarded to local schools.
25-096	Marilyn & Harold Duplacey	Thank you note for the recent donation to the University Hospital Kingston Foundation in	<b>Moved by Councillor Boyé and seconded by Councillor Chorley that correspondence 25-096 be received and filed.</b>  <b>MOTION CARRIED</b>



		memory of Dr. Peter Shragge.	
25-097	Claire Shragge	Thank you note for the recent donation to the University Hospital Kingston Foundation in memory of Dr. Peter Shragge.	<p><b>Moved by Councillor Tompkins and seconded by Councillor Trecartin that correspondence 25-097 be received and filed.</b></p> <p><b>MOTION CARRIED</b></p>
25-098	Mark Marshall, President, Hampton Minor Hockey Association	Request to open the Summit Centre for 3 days during the December Holiday break to allow HMHA to host an officially sanctioned Hockey New Brunswick tournament.	<p><b>Moved by Deputy Mayor Salgado and seconded by Councillor Tompkins that Hampton Council approve the request from the Hampton Minor Hockey Association to open the Summit Centre for three days during the December Holiday Break to host a tournament.</b></p> <p><b>MOTION CARRIED</b></p>
25-099	Edward Baird	Concerns regarding historic trees at 260 Main Street being threatened by the Bradford Subdivision development.	<p><b>Moved by Councillor Tompkins and seconded by Councillor Boyé that correspondence 25-099 be received and filed.</b></p> <p><b>MOTION CARRIED</b></p> <p>*It was noted by Richard Malone, CAO/Clerk, that this is civil matter and therefore Council has no jurisdiction.</p>
25-100	Matthew Throop & Arnold Hopper	Request to continue being charged youth rental rates at the Summit Centre for adult fundraiser hockey tournaments held each spring and fall to	<p><b>Moved by Deputy Mayor Salgado and seconded by Councillor Tompkins that correspondence 25-100 be referred to the Parks &amp; Recreation Advisory Committee and the Finance Committee for review and recommendation.</b></p> <p><b>MOTION CARRIED</b></p>

		benefit local sporting organizations.	
25-101	Heather MacDonald on behalf Hampton Lions Club Executive and Members	Letter expressing disappointment regarding current advertising rates at the Summit Centre for non-profit organizations.	<b>Moved by Councillor Tompkins and seconded by Councillor Trecartin that correspondence 25-101 be referred to the Parks &amp; Recreation Advisory Committee and the Finance Committee for review and recommendation.</b>  <b>MOTION CARRIED</b>

## 11. REPORTS FROM COMMITTEES

### 11.1. Capital Campaign Cabinet Committee

Councillor Tompkins advised that the committee met on July 9, 2025, and referred to the minutes as presented. All Summit Centre seats were sold by the July deadline for the Hampton Seat Challenge issued by the J.T. Clark Family Foundation to secure an additional \$268,500.00 in funding. Hampton Regional Facilities Inc., which is wrapping up the Greater Hampton 50/50, has also made a large contribution. To date 90% of targeted funds have been raised.

**Moved by Councillor Tompkins and seconded by Councillor Trecartin that Hampton Council accept the resignation of Andy Lodge from the Capital Campaign Cabinet Committee effective immediately.**

**MOTION CARRIED**

### 11.2. Planning Advisory Committee

Councillor Tompkins advised that the Committee met on July 29, 2025, and referred to the minutes as presented. There were three variances reviewed and granted at the July meeting.

### 11.3. Finance Committee

Mayor Doucet advised that the Committee met on August 11, 2025, and referred to the minutes as presented.



Moved by Deputy Mayor Salgado and seconded by Councillor Beach that Hampton Council approve the purchase of a ¼ page black and white advertisement in the 23<sup>rd</sup> annual Military Service Recognition Book in the amount of \$380.00, taxes included, as per the recommendation of the Finance Committee.

**MOTION CARRIED**

Moved by Councillor Beach and seconded by Councillor Tompkins that Hampton Council receive and file the sponsorship request for the 2025 Kings County Agricultural Fair as per the recommendation of the Finance Committee as it does not adhere to Administrative Policy *AD2011: Donations Policy (Non-Profit, Community Groups & Charities)*.

**MOTION CARRIED**

Moved by Councillor Trecartin and seconded by Deputy Mayor Salgado that Hampton Council refer the funding request from the Hampton Minor Basketball Association to the Parks & Recreation Advisory Committee for further consideration, as per the recommendation of the Finance Committee.

**MOTION CARRIED**

Moved by Councillor Trecartin and seconded by Councillor Boyé that Hampton Council receive and file the request for funding from the Maranatha Seventh-Day Adventist Church, as per the recommendation of the Finance Committee, as it does not adhere to Administrative Policy *AD2011: Donations Policy (Non-Profit, Community Groups & Charities)*.

**MOTION CARRIED**

Moved by Councillor Boyé and seconded by Deputy Mayor Salgado that Hampton Council approve a tee sponsorship in the amount of \$100 plus tax for Hampton Curling Club's 4<sup>th</sup> annual Gordon Foster Fun Golf Scramble fundraiser as per the recommendation of the Finance Committee.

**MOTION CARRIED**

Moved by Deputy Mayor Salgado and seconded by Councillor Tompkins that Hampton Council approve an increase in the Visa credit card monthly limit from \$75,000 to \$100,000 as per the recommendation of the Finance Committee.

**MOTION CARRIED**

Moved by Councillor Trecartin and seconded by Councillor Boyé that Hampton Council accept the resignation of Dawn O'Dell from the Health Care Committee effective immediately.

**MOTION CARRIED**

**Acceptance of All Committee Reports:**

**Moved by Councillor Beach and seconded by Deputy Mayor Salgado that Hampton Council accept the minutes of the Capital Campaign Cabinet, Planning Advisory, Finance and Joint Health and Safety Committees as presented.**

**MOTION CARRIED**

**12. APPROVAL OF REPORTS**

**12.1. Dog Constable Report**

Councillor Beach provided an overview of the Animal Control Report. July was a busy month with 7 investigations.

**12.2. Building Permit Report**

Councillor Tompkins provided an overview of the Building Permit Report. There were a total of 48 permits (all wards) issued for the month of July with a construction value of \$2,478,525.00 and a permit value of \$15,170.00. All wards experienced an upward trend in building activity.

**12.3. Fire-Reports (Hampton and Nauwigewauk)**

Councillor Beach provided an overview of the Fire Reports from Hampton Fire-Rescue and Nauwigewauk Fire-Rescue Departments noting there were 31 calls for Hampton Fire-Rescue and 7 calls for Nauwigewauk Fire-Rescue in the month of July.

**Moved by Councillor Beach and seconded by Councillor Trecartin that Hampton Council accept the resignation of Firefighter Kevin McLeod from the Hampton Fire-Rescue Department effective July 10, 2025, as per the recommendation of Hampton Fire-Rescue Chief Mike Raeburn.**

**MOTION CARRIED**

**12.4. Financial Reports**

Councillor Chorley referred to the Financial Statements as presented and directed questions to Sherman St. Germain, Director of Finance & Human Resources.

**Moved by Councillor Chorley and seconded by Councillor Boyé that Hampton Council accept the Financial Statements ending July 31, 2025, as presented.**

**MOTION CARRIED**

**12.5. Communication Report**

Deputy Mayor Salgado referred to the Communication Report as presented, noting that the Summit Centre sneak peek post was the most viewed item for the month of July.

**Approval of all Reports:**

Moved by Deputy Mayor Salgado and seconded by Councillor Beach that Hampton Council approve the Dog Constable Report, Building Permit Report, Fire-Rescue Report (Hampton & Nauwigewauk), Financial Reports and Communication Report as presented.

**MOTION CARRIED**

**13. APPROVAL OF ACCOUNTS**

Moved by Councillor Chorley and seconded by Councillor Boyé that Hampton Council approve the July 2025 Approval of Accounts listing in the amount of \$2,144,972.36.

**MOTION CARRIED**

**14. NEW BUSINESS**

**14.1. Vending Machine Agreement for Summit Centre**

Moved by Councillor Trecartin and seconded by Councillor Boyé that Hampton Council approve an agreement with Village Vending Ltd. to provide, install, and maintain vending machines at the Summit Centre.

**MOTION CARRIED**

**14.2. Municipal Advisory Corporation Community Fund Application**

Moved by Councillor Tompkins and seconded by Councillor Boyé that Hampton Council approve the application to the Assumption Life -Municipal Advisory Corporation – Goguen Champlain Community Fund for the Summit Centre Park Phase 1 Project.

**MOTION CARRIED**

**14.3. Tender-HAM-PW-2025-550**

Moved by Councillor Tompkins and seconded by Councillor Chorley that Hampton Council award bid tender HAM-PW-2025-550 for surplus asset #550, a 1998 International S-line 2574 Tandem Pulp Loader, to Blakney's Trucking Inc. for a price of \$6,150.00 plus HST.

**MOTION CARRIED**



**14.4. Human Resources**

Moved by Councillor Tompkins and seconded by Deputy Mayor Salgado that Hampton Council adopt Human Resources Policy HR1015: Hiring Policy.

**MOTION CARRIED**

**14.5. Purchase of Vacuum Truck**

Moved by Councillor Chorley and seconded by Councillor Boyé that Hampton Council approve the purchase of a 2007 Sterling Vactor 2100 vacuum truck from SNT Solutions Inc. for a price of \$80,815.00, plus tax.

**MOTION CARRIED**

**14.6. 2025 KV Nuisance Deer Management Assistance Program**

Moved by Councillor Trecartin and seconded by Deputy Mayor Salgado that Hampton Council adopt the 2025 KV Nuisance Deer Management Assistance Program for Ward 2 and Darlings Island.

**MOTION CARRIED**

**15. OUTSTANDING ISSUES**

None

**16. ADJOURNMENT**

There being no further business, the meeting of Council was adjourned at 8:09 p.m.

Moved by Councillor Beach and seconded by Deputy Mayor Salgado that Hampton adjourn the council meeting of August 12<sup>th</sup>, 2025.

**MOTION CARRIED**

**APPROVED BY:**

  
Robert Doucet  
Mayor

  
Richard Malone  
Chief Administrative Officer / Clerk

