HAMPTON
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COMMITTEE OF THE WHOLE MEETING
JUNE 3, 2025

Council held a Committee of the Whole meeting on June 3, 2025, in the Council Chambers commencing at 5:18 pm and adjourned at 6:49 pm.

ATTENDANCE:

COUNCIL:	Mayor Robert Doucet Deputy Mayor 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 Chris White, Director of Economic Development & Tourism Arthur McCarthy, Director of Planning, Engineering, & Development Jessica Churchill, Director of Recreation Kevin Breau, Director of Parks & Facilities Mark Cormier, Director of Public Works & Utilities Jessie Dean, Executive Assistant to the CAO

OPEN SESSION

1. CALL TO ORDER

Mayor Doucet called the meeting to order at 5:18 pm. A Chair and Vice-Chair were nominated.

Moved by Councillor Tompkins and seconded by Councillor Boyé that Deputy Mayor Salgado be appointed as Chair and Councillor Beach be appointed as Vice-Chair of the Committee of the Whole.

MOTION CARRIED

2. SILENT MOMENT OF REFLECTION

Deputy Mayor Salgado led Council through a moment of silent reflection.

3. APPROVAL OF AGENDA

Moved by Councillor Tompkins and seconded by Councillor Trecartin that the agenda of the June 3, 2025, Committee of the Whole meeting be approved as presented.

MOTION CARRIED

4. DISCLOSURE OF CONFLICT OF INTEREST

Deputy Mayor Salgado asked that anyone who has a conflict of interest declare it when they reach that item on the agenda.

5. CORRESPONDENCE

None

6. PRESENTATIONS

6.1. Richard Malone, CAO/Clerk, Update on Hampton's Strategic Plan

Richard Malone provided an in-depth update on the initiatives being carried out to achieve the priorities identified by Council in Hampton's Strategic Plan. The tactical work plan developed by the CAO and Department Directors lays out a 2 to 3 year road map to assist in reaching the goals outlined in the Strategic Plan.

The four high level priorities that are the focus of the plan, are financial, infrastructure, economic development and community services. Under each priority a number of objectives were outlined to direct staff in working towards achieving these strategic priorities. Richard Malone provided an overview of these objectives, including the departments assigned to each one and anticipated timelines for completion. A number of the objectives will be completed in phases with collaboration across multiple departments. The full report will be available on Hampton's website for review.

Moved by Councillor Tompkins and seconded by Councillor Boyé to recommend to Hampton Council to accept the update on Hampton's Strategic Plan.

MOTION CARRIED

6.2. Jessica Churchill, Director of Recreation, Canada Day Events

Jessica Churchill presented the itinerary of events that the Recreation and Economic Development & Tourism departments has been planning to celebrate Canada Day in Hampton.

The opening ceremonies will be taking place at 11:00 am in the Town Square. The market will also be taking place at this location from 11:00 am to 2:00 pm, with live music and a kids scavenger hunt. There will be events taking place at the Mike Murphy Memorial Fieldhouse throughout the day and the Hampton Pool will be offering free swims from 12 – 2 pm and 3 – 5 pm. The Hampton Firefighters will be offering a breakfast in the morning and a blazing barbeque in the evening at the Hampton Fire Hall. There will also be other events taking place around town at various locations. To cap off the celebration, a fireworks display is planned at dusk at the HMS field.

7. DEPARTMENT UPDATES/DIRECTIVES

7.1. Jessica Churchill, Director of Recreation

7.1.1. RFP for Summit Centre Canteen/Kitchen

A Request for Proposal was sent out in April to secure an operator for the Canteen/Kitchen at the Summit Centre. There were no proposals submitted in response to the RFP. At this time the Recreation Department is seeking direction from Council on next steps to prepare for the operation of this space.

Due to staffing and resource requirements, Council would prefer that a third party be responsible for the operation of the canteen. A few parties expressed interest in the space, however they did not submit proposals. Council would like the Director of Recreation and the Director of Economic Development & Tourism to reach out to those who had expressed interest to see if they would be agreeable to submitting proposals to operate the space based on the services they are willing to provide.

7.1.2. Equity Policy

The Parks & Recreation Advisory Committee discussed the need to formally adopt an equity policy for the allocation of recreation spaces. This would assist in addressing inequities between groups, and in particular, groups that identify as women and girls, thus reducing barriers to participation in sport. The Committee as well as staff are recommending that an equity policy be included in the *Space Allocation Policy* to align the Recreation Department with current industry standards.

There are many other municipalities that are adopting this policy, and a thorough introduction on the topic is provided in REC NB's document *Equity in the Allocation of Public Recreation Spaces for Those Who Identify as Women or*

Girls. The Recreation Department is seeking Council's direction regarding next steps in adopting this policy. Council agreed that this is an important issue and that a section on this topic should be added to the *Space Allocation Policy.* The Director of Recreation will amend the current policy and bring it forward for consideration at the next Regular Council Meeting.

8. OTHER BUSINESS

8.1. Fundy Regional Service Commission Update

Council was provided with the most recent agenda and minutes from the FRSC Board Meeting to review in their meeting package. No further questions or comments were raised at this time.

8.2. Summit Centre Construction Update

Richard Malone, CAO/Clerk, and Kevin Breau, Director of Parks & Facilities provided an update on construction at the Summit Centre. It was noted that the driveway is almost ready for paving; work is progressing with the ice plant; the boards will be going up within the next few weeks and the seats should be arriving by the end of the month.

8.3. Next Meeting

Deputy Mayor Salgado noted that the Committee of the Whole will not meet in July due to the Canada Day holiday. The next meeting will be held on August 5th, 2025, at 4:00 pm in the Council Chamber.

9. ADJOURNMENT

There being no further business, the Committee of the Whole meeting was adjourned at 6:49 pm.

Moved by Councillor Tompkins and seconded by Councillor Boyé to adjourn the Committee of the Whole meeting of June 3, 2025.

MOTION CARRIED

APPROVED BY:

Jeremy Salgado
Deputy Mayor

Richard Malone
Chief Administrative Officer/Clerk

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