HAMPTON COUNCIL MEETING
JUNE 10, 2025

A closed session of Council was held preceding the regular Council meeting on June 10th, 2025, commencing at 5:33 p.m. and adjourned at 6:45 p.m. A regular meeting of Council was then held in the Council Chambers commencing at 6:58 p.m. and adjourned at 8:05 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 Jessie Dean, Executive Assistant to the CAO
DELEGATIONS:	Cpl. Matthew Beaulieu, Hampton RCMP Laura Myers, Environment Advisory Committee

1. CLOSED SESSION

In accordance with Section 68(1) of the *Local Governance Act,* Mayor Doucet called the closed session to order at 5:33 p.m. and adjourned the closed session at 6:45 p.m. During that time, a number of 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 *Right to Information and Protection of Privacy Act*	1

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	5
d)	The proposed or pending acquisition or disposition of land	1
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	1
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	1

OPEN SESSION

2. CALL TO ORDER

Mayor Doucet called the meeting to order at 6:58 pm.

3. SILENT MOMENT OF REFLECTION

Mayor Doucet led Council through a moment of silent reflection.

4. APPROVAL OF AGENDA

Moved by Councillor Beach and seconded by Councillor Chorley that the agenda of the June 10th, 2025, Council meeting be approved as presented with the addition of item 9.1 By-Law HAM-2025-21: A By-Law to Close A Portion of William Bell Drive.

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, Cpl. Beaulieu – Monthly Report

Cpl. Beaulieu reviewed the calls for the month of May 2025. There were 170 occurrences in Ward 2 (former Town), which is up from 127 for the same month in 2024. Most of the other areas within the Hampton boundaries averaged the same number of calls as this time last year. There were eight check stops completed with over one hundred traffic tickets issued and one immediate roadside suspension for impaired driving. There was one Criminal Code charge laid in the Passekeag area for a domestic violence assault.

There are now four members who are certified to do bike patrols. The grade five students from Hampton Elementary School recently did a bike rally and two of the bike patrol members participated in that event. The Community Policing Officer participated in six school presentations, and fifteen school visits. Traffic patrols have been continuing in the Main Street/Route 121 Bloomfield area.

Councillor Chorley asked if the bike patrol officers could monitor the area around the town square and Snow's Ice Cream on Main Street as this is a busy pedestrian area where children are often crossing the street. Cpl. Beaulieu advised that he would ask the members if they could patrol that area.

6.2. Laura Myers, Environment Advisory Committee

Laura Myers, a member of Hampton's Environment Advisory Committee, presented an overview of the National Climate League Report. The National Climate League is a group of volunteers, led by the Climate Reality Project who surveyed the climate plans and policies of municipalities across Canada, including Hampton. The initiative is a climate and sustainability project driven by participatory data collection. Ms. Myers collected the data for Hampton with the assistance of Bailey Brogan, Assistant Planner/ Development Officer with Hampton's Planning, Engineering & Development Department.

There are twenty-three policy indicators that are based on jurisdiction, accessibility, comparability, emissions impact, and popularity. Most of the policy indicators fall within one of these four categories: plan, target, policy, or program. The report also includes a smaller number of quantitative indicators measuring municipal climate outcomes. This data was collected from a variety of third-party sources.

The report includes capital cities, and a mix of different-sized communities. Hampton was the second smallest community to participate but we tied for the third highest percentage of completed policy indicators (25%). Many of the indicators are already being addressed in Hampton's Climate Action Plan including GHG inventories, active transportation plan, EV plan and canopy target. The completion of policy indicators is not measured by achieving certain targets but by whether a plan is in place to work towards meeting certain goals. Next steps to consider are whether Hampton will participate in the project next year, which areas should be included in data collection and which indicators could be completed before the next report.

Councillor Tompkins inquired about the lack of data for Hampton regarding the energy poverty indicator. Ms. Myers advised that this data was collected by third parties and was likely not available through online sources. Deputy Mayor Salgado noted the importance of working towards sustainable modes of transportation. Municipalities need to work in partnership with provincial and federal governments to bring about a shift in addressing public transportation needs, whether it be ridesharing programs or investment in EV charging infrastructure. Councillor Beach asked about the canopy target and how that could be implemented in a community like Hampton. Ms. Myers advised that the target is based on the geography of the location and could be measured through aerial mapping to determine current levels of canopy coverage.

Further information on the Climate Reality Project and the report can be found here: Climate Ready Cities

7. ADOPTION OF MINUTES

7.1. Regular Council Meeting May 13, 2025

Moved by Deputy Mayor Salgado and seconded by Councillor Trecartin that the minutes of the May 13, 2025, Regular Council Meeting be adopted.

MOTION CARRIED

7.2. Special Council Meeting May 22, 2025

Moved by Councillor Tompkins and seconded by Deputy Mayor Salgado that the minutes of the May 22, 2025, Special Council Meeting be adopted.

MOTION CARRIED

7.3. Committee of the Whole Meeting June 3, 2025

Moved by Councillor Chorley and seconded by Councillor Beach that the minutes of the June 3, 2025, Committee of the Whole Meeting be adopted.

MOTION CARRIED

8. BUSINESS ARISING FROM MINUTES

None

9. READING OF BY-LAWS

9.1. HAM-2025-21: A By-Law to Close a Portion of William Bell Drive

Richard Malone, Chief Administrative Officer/ Clerk, provided a brief background for the By-Law. When William Bell Drive was turned over to the town, it included parcels of land in front of certain properties that are classified as street, but that are not in actual fact part of the roadway. In order for these parcels to be used, they must be officially closed as part of the street. The parcel outlined in this by-law is to be consolidated with PID 30210058

as per the tentative subdivision plan approved by Council at the Regular meeting held on May 13, 2025.

Moved by Councillor Tompkins and seconded by Councillor Trecartin that Hampton Council proceed with the first and second reading of By-Law No. HAM-2025-21: A By-Law to Close a Portion of William Bell Drive.

MOTION CARRIED

Lisa Richard, Assistant Clerk, performed the first reading of By-Law No. HAM-2025-21: A By-Law to Close a Portion of William Bell Drive.

Moved by Councillor Beach and seconded by Councillor Tompkins that Hampton Council accept the first reading of By-Law No. HAM-2025-21: A By-Law to Close a Portion of William Bell Drive.

MOTION CARRIED

Lisa Richard, Assistant Clerk, performed the second reading of By-Law No. HAM-2025-21: A By-Law to Close a Portion of William Bell Drive.

Moved by Councillor Trecartin and seconded by Councillor Boyé that Hampton Council accept the second reading of By-Law No. HAM-2025-21: A By-Law to Close a Portion of William Bell Drive.

MOTION CARRIED

10.CORRESPONDENCE LIST

#	From	Subject Matter	Motion
25-076	Marci Gould, Director of Capital Planning, DTI	Notice that project funding requested by Hampton under the Provincial-Municipal Highway Partnership (PMHP) Program for 2027 has been denied.	**Moved by Councillor Tompkins and seconded by Deputy Mayor Salgado that correspondence 25-076 be received and filed with a copy sent to the Director of Public Works & Utilities and the Director of Finance.** **MOTION CARRIED**

25-077	Lori Carle, Manager of Marketing, Public and Corporate Relations, Saint John Airport	Request to recognize Airport Workers Day on June 25, 2025.	**Moved by Councillor Beach and seconded by Councillor Boyé that correspondence 25-077 be referred to the Communications Coordinator to share on Hampton's social media channels.** **MOTION CARRIED**
25-078	Neil Morgan, Chief Refining Officer, Irving Oil Limited	Information regarding the upcoming Fluid Catalytic Cracking Unit Revamp Project at the Irving Oil Refinery, which will be completed in phases over the summer and fall. Work will begin on the project this June.	**Moved by Councillor Tompkins and seconded by Councillor Chorley that correspondence 25-078 be received and filed with a copy sent to the Economic Development & Tourism Advisory Committee.** **MOTION CARRIED**
25-079	Linda Boulton, Royal Canadian Legion Branch 28, Hampton	Proposal to have the crosswalk in front of the Mike Murphy Memorial Fieldhouse painted to honour our local veterans.	**Moved by Councillor Trecartin and seconded by Deputy Mayor Salgado that correspondence 25-079 be referred to staff to proceed with the proposal to paint the crosswalk adjacent to the Cenotaph and Veteran's Memorial Park to honour local veterans.** **MOTION CARRIED**

11. REPORTS FROM COMMITTEES

11.1. <u>Capital Campaign Cabinet Committee</u>

Mayor Doucet advised that the committee met on May 12, 2025, and referred to the minutes as presented. The campaign is progressing well and to date 50% of seats have been sold.

11.2. Economic Development & Tourism Advisory Committee

Councillor Beach advised that the committee met on May 20, 2025, and referred to the minutes as presented. It was noted the Visitor Information Centre is currently open from Monday to Friday but will be operating seven days a week starting in mid-June. The Hampton Area Chamber of Commerce will be holding their annual golf tournament on July 4, 2025. Re/Max will be hosting a hot air balloon event in Hampton with free rides on August 10, 2025.

11.3. Environment Advisory Committee

Councillor Boyé advised that the committee met on May 20, 2025, and referred to the minutes as presented.

Moved by Councillor Boyé and seconded by Councillor Trecartin that Hampton Council refer the Environment Advisory Committee's request, to consider aligning the Hampton Zoning By-Law lighting requirements to more closely reflect recommendations of the Royal Astronomical Society of Canada for new development, to staff to initiate a review as part of the housekeeping amendments to the Zoning By-Law planned for later this year.

MOTION CARRIED

11.4. Parks & Recreation Advisory Committee

Deputy Mayor Salgado advised that the Committee met on May 26, 2025, and referred to the minutes as presented. The Committee discussed implementing an equity policy for recreational space allocation.

Moved by Deputy Mayor Salgado and seconded by Councillor Tompkins that Hampton Council adopt the amended *AD2009 Space Allocation Policy* to include a section on equity as per the recommendation of the Parks & Recreation Advisory Committee.

MOTION CARRIED

11.5. Planning Advisory Committee

Councillor Tompkins advised that the Committee met on May 27, 2025, and referred to the minutes as presented. There was one variance reviewed and approved at the last meeting.

11.6. Public Works & Utilities Advisory Committee

Councillor Chorley advised that the committee met on May 28, 2025, and referred to the minutes as presented.

Moved by Councillor Chorley and seconded by Councillor Boyé that Hampton Council utilize Hampton's Speed Management Guideline to address speeding concerns on Villa Drive as per the recommendation of the Public Works & Utilities Advisory Committee.

MOTION CARRIED

11.7. Finance Committee

Mayor Doucet advised that the committee met on June 2, 2025, and referred to the minutes as presented.

Moved by Councillor Beach and seconded by Deputy Mayor Salgado that Hampton Council approve a $5,000.00 sponsorship for the 2025 Saint John Pow Wow event as per the recommendation of the Finance Committee.

MOTION CARRIED

Moved by Councillor Tompkins and seconded by Councillor Trecartin that Hampton Council approve a donation of Hampton promotional items to the Hampton Ducks Unlimited Fundraising Dinner and Auction as per the recommendation of the Finance Committee.

MOTION CARRIED

Moved by Councillor Chorley and seconded by Councillor Boyé that Hampton Council declare the following assets as surplus as per the recommendation of the Finance Committee:

- **Asset #550 – 1998 International S-Line Tandem Pulp Loader**
- **Asset #552 – 2008 Sterling ACTERRA Garbage Packer**
- **Asset #558 – 2012 Freightliner M2 Business Class Garbage Packer**

MOTION CARRIED

11.8. Age-Friendly Community Advisory Committee

Councillor Trecartin advised that the committee met on June 4, 2025, and referred to the minutes as presented.

Moved by Councillor Trecartin and seconded by Councillor Boyé that Hampton Council the request from the Age-Friendly Community Advisory Committee, to consider hosting a Wellness Fair this Fall for the Age-Friendly community, to staff and the Finance Committee for review and recommendation regarding workplan and budget implications.

MOTION CARRIED

Moved by Councillor Trecartin and seconded by Deputy Mayor Salgado that Hampton Council approve the request from the Age-Friendly Community Advisory Committee to use funds from their budget to dedicate a seat at the Summit Centre on behalf of the Committee.

MOTION CARRIED

Moved by Councillor Trecartin and seconded by Councillor Tompkins that Hampton Council accept the resignation of Paulette Haines from the Age-Friendly Community Advisory Committee effective immediately, as per the recommendation of the Age-Friendly Community Advisory Committee.

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, Economic Development & Tourism Advisory, Environment Advisory, Parks and Recreation Advisory, Planning Advisory, Public Works & Utilities Advisory, Finance, Age Friendly Community Advisory and Joint Health & Safety Committee, as presented.

MOTION CARRIED

12. APPROVAL OF REPORTS

12.1. Dog Constable Report

Councillor Beach provided an overview of the Animal Control Report and asked if staff could follow up with the NBSPCA regarding enforcement of By-Law HAM-2023-09 with regard to incidents that occur on property where a "Beware of Dog" sign is posted.

12.2. Building Permit Report

Councillor Tompkins provided an overview of the Building Permit Report. There were a total of 49 permits (all wards) issued for the month of May with a construction value of $2,345,515.00 and a permit value of $14,306.00. 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 33 calls for Hampton Fire-Rescue and 8 calls for Nauwigewauk Fire-Rescue in the month of May.

Moved by Councillor Beach and seconded by Councillor Tompkins that Hampton Council accept the resignation of Firefighter Ian Armstrong from the Hampton Fire-Rescue Department, effective immediately, as per the recommendation of Fire Chief Mike Raeburn.

MOTION CARRIED

12.4. Financial Reports

Mayor Doucet advised the financial reports were reviewed by the Finance Committee on June 2, 2025.

12.5. Communication Report

Mayor Doucet referred to the Communication Report as presented.

12.6. Hampton Strategic Plan Report

Mayor Doucet noted that the report was presented by Richard Malone, Chief Administrative Officer/Clerk at the Committee of the Whole Meeting on June 3, 2025.

Approval of all Reports:

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

MOTION CARRIED

13. APPROVAL OF ACCOUNTS

Moved by Councillor Chorley and seconded by Councillor Boyé that Hampton Council approve the May 2025 Approval of Accounts listing in the amount of $2,192,286.37.

MOTION CARRIED

14. NEW BUSINESS

14.1. RFP HAM-TH-2025-04: Skate Sharpening Room at Summit Centre

Moved by Deputy Mayor Salgado and seconded by Councillor Beach that Hampton Council award RFP HAM-TH-2025-04 for the operation of the skate sharpening room at the Summit Centre to RinkSide Sports Inc. for a one year term with a one year option to renew at a yearly rate of $1,500.00.

MOTION CARRIED

14.2. Tender TP.09: Hampton Multipurpose Facility Signage

Moved by Councillor Tompkins and seconded by Councillor Trecartin that Hampton Council authorize Bird Construction to contract Tender Hampton Multipurpose Facility TP.09 – Signage to low bidder Hansen Signs for a price of $50,177.00, plus HST, as recommended by Bird Construction and DSRA Architecture.

MOTION CARRIED

14.3. <u>Proposed Subdivision Plan – Bradford Subdivision</u>

Moved by Councillor Tompkins and seconded by Councillor Beach that Hampton Council refer the proposed subdivision plan "Bradford Subdivision" to the following advisory committees for review and recommendations, as per Procedural By-Law HAM-2025-01:

1. **Public Works & Utilities;**
2. **Parks & Recreation;**
3. **Environment; and**
4. **Planning**

MOTION CARRIED

14.4. <u>Request to Place Signage Within the Public Right-of-Way</u>

Moved by Councillor Beach and seconded by Councillor Boyé that Hampton Council refer the request for sign placement within the public right-of-way from Reid's Funeral Home to the Public Works and Utilities Advisory Committee for review and recommendation.

MOTION CARRIED

14.5. <u>2024 Hampton Annual Report</u>

Moved by Councillor Trecartin and seconded by Councillor Boyé that Hampton Council approve the 2024 Hampton Annual Report pursuant to Regulation 2018-54 of the Local Governance Act. The Report will be made available on Hampton's website and in the Clerk's Office for review by the public pursuant to section 105(3) of the Local Governance Act.

MOTION CARRIED

14.6. <u>Human Resources</u>

Moved by Councillor Tompkins and seconded by Deputy Mayor Salgado to reclassify Chris Laforge from Operator 1 - Public Works & Utilities, to Operator 1 – Janitorial Maintenance, Parks & Facilities, effective August 7th, 2025.

MOTION CARRIED

15. OUTSTANDING ISSUES

None

16. ADJOURNMENT

There being no further business, the meeting of Council was adjourned at 8:05 p.m.

Moved by Councillor Beach and seconded by Deputy Mayor Salgado that Hampton adjourn the council meeting of June 10th, 2025.

MOTION CARRIED

APPROVED BY:

Robert Doucet
Mayor

Richard Malone
Chief Administrative Officer / Clerk

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