



## HAMPTON COUNCIL MEETING MARCH 10, 2026

A closed session of Council was held preceding the regular Council meeting on March 10<sup>th</sup>, 2026, commencing at 4:37 p.m. and adjourned at 6:47 p.m. A regular meeting of Council was then held in the Council Chambers commencing at 7:03 p.m. and adjourned at 8:20 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/Assistant Clerk  
Lisa Richard, 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  
Jessie Dean, Executive Assistant to the CAO

DELEGATIONS: Sgt. McCann, Hampton RCMP  
Peter Logan, Teed Saunders Doyle & Co.

### 1. CLOSED SESSION

In accordance with Section 68(1) of the *Local Governance Act*, Mayor Doucet called the closed session to order at 4:37 p.m. and adjourned the closed session at 6:47 p.m. During that time, a number of issues were discussed and the confidential information from such discussions was classified as follows:

<u>Subsection</u> <u>of 68 (1)</u>	<u>Category</u>	<u># of</u> <u>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 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 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 2
- 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 7:03 pm.

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

Mayor Doucet led Council through a moment of silent reflection.

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

**Moved by Councillor Boyé and seconded by Councillor Trecartin that the agenda of the March 10<sup>th</sup>, 2026, 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 / PUBLIC PRESENTATIONS / PUBLIC HEARINGS**

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

Sgt. McCann reviewed the calls for Hampton for the month of February. Overall, there were a total of 189 calls for Hampton, compared to 258 for the same period last year. There were 3 checkstops undertaken, which resulted in 44 traffic violations. Deputy Mayor Salgado inquired how officers determine whether to issue tickets or warnings for violations. Sgt. McCann advised that officers must evaluate the situation and circumstances and use their discretion. The Community Policing Officer completed 146 school zone patrols, 8 school visits, and 2 school presentations.

Bike patrols will be starting in April, weather permitting. The Detachment plans to have 3 trained officers on this patrol. The Battle of the Badges charity hockey game held on February 21<sup>st</sup> raised \$19,360.00. The funds raised will be split between Hampton P.R.O. Kids and Help the Cops Help the Kids to support Hampton area youth in sports and recreation.

Mayor and Council thanked Sgt. McCann for his presentation.

### **6.2. Peter Logan, CPA, CA, Teed Saunders Doyle & Co – 2025 Audited Financial Statements**

Peter Logan of Teed Saunders Doyle & Co. presented a summary of the audited 2025 financial statements for Hampton. The fieldwork was completed in January and February with assistance from Hampton's Finance Department. Revenue and expenditures were higher than usual due to funding and costs related to the construction of the Summit Centre.

Hampton's debt ratio is 11.9% for the General Fund and 8.4% for the Wastewater Fund. These numbers are within acceptable range, with 20% being considered high. The auditors deemed it a clean audit, with no major weaknesses or recommendations. The final statements will be posted on Hampton's website.

**Moved by Councillor Tompkins and seconded by Councillor Trecartin that Hampton Council accept the 2025 Audited Financial Statements for Hampton as presented by Teed Saunders Doyle & Co.**

**MOTION CARRIED**

**Moved by Councillor Beach and seconded by Councillor Boyé that Hampton Council appoint Teed Saunders Doyle & Co. as the auditors for Hampton for the 2026 fiscal year, as per the proposal dated March 5, 2026.**

**MOTION CARRIED**

A short recess was taken at 7:20 pm to sign the 2025 Audited Financial Statements. The meeting resumed at 7:24 pm.

## 7. ADOPTION OF MINUTES

### 7.1. Regular Council Meeting February 10, 2026

Moved by Councillor Tompkins and seconded by Councillor Chorley that the minutes of the February 10<sup>th</sup>, 2026, Regular Council Meeting be adopted.

MOTION CARRIED

### 7.2. Special Council Meeting February 27, 2026

Moved by Councillor Trecartin and seconded by Councillor Boyé that the minutes of the February 27<sup>th</sup>, 2026, Special Council Meeting be adopted.

MOTION CARRIED

## 8. BUSINESS ARISING FROM MINUTES

### 8.1. Street Lighting Guideline GLPW1001

Moved by Councillor Beach and seconded by Deputy Mayor Salgado that Hampton Council adopt Guideline *GLPW1001- Street Lighting Guideline* as per the recommendation of the Chief Administrative Officer and the Director of Public Works & Utilities, with the following changes:

1. Deletion of section 6.4 as written;
2. Section 6.5 “Request for Decision” becomes section 6.4, stating “*In cases where the Public Consultation is favourable, the Director of Public Works & Utilities will submit a Request for Decision to Council for approval*”.

MOTION CARRIED

Moved by Councillor Tompkins and seconded by Councillor Trecartin that Hampton Council refer the requests for streetlighting relating to a portion of the Roberston Road and a portion of Cooke Estates Subdivision to staff for processing in accordance with Guideline *GLPW1001 – Street Lighting Guideline*.

MOTION CARRIED

### 8.2. Pleasant View Estates Phase 2

Moved by Councillor Tompkins and seconded by Councillor Trecartin that Hampton Council rescind the following motion made at the Regular Council meeting of February 10, 2026, as the Developer has withdrawn their application to subdivide the subject properties:

*Moved by Councillor Tompkins and seconded by Councillor Trecartin that Hampton Council approve the Amending Subdivision Developers Agreement # 2 with BCY Developments Ltd. for Pleasant View Estates Phase 2 for construction of a stormwater management system and reconfigure PIDs 30340343, 30340350, 30340368, 30340376*

*and 30340384 for the development of six (6) residential “R2” building lots for the construction of either townhouses, semi-detached or small lot one-units. This Amending Agreement # 2 is an amendment to the original Subdivision Developers Agreement approved by Hampton on August 25, 2011, and registered with the New Brunswick Land Registry as document number 30559315, and an Amending Agreement approved by Hampton on August 13, 2020, and registered with the New Brunswick Land Registry as document number 40480742.*

**MOTION CARRIED**

**MOTION CARRIED**

**8.3. GePeake Subdivision**

Moved by Councillor Tompkins and seconded by Councillor Beach that Hampton Council approve the Subdivision Developers Agreement with GePeake Const. 2012 Ltd., intended for the development of PID 00191841 to construct a public street and municipal infrastructure for servicing six (6) new residential building lots, subject to receiving Schedule C – a copy of the insurance certificate.

**MOTION CARRIED**

**8.4. Canada Housing Infrastructure Fund**

Moved by Councillor Tompkins and seconded by Deputy Mayor Salgado that Hampton Council approve the application to the Canada Housing Infrastructure Fund under the planning project stream for the maximum amount of \$1,525,000.00 to complete the Implementing Water Supply Alternatives for Future Housing Growth in Hampton project.

**MOTION CARRIED**

**9. READING OF BY-LAWS**

**9.1. HAM-2026-27: A By-Law to Amend Hampton Zoning By-Law No. HAM-2023-16 – Housekeeping Amendments**

Moved by Councillor Tompkins and seconded by Councillor Chorley that Hampton Council proceed with third and final reading of By-Law No. HAM-2026-27: A By-Law to Amend Hampton Zoning By-Law No. HAM-2023-16, subject to the following update:

- Amendment 1 b) is updated to read:  
*Pursuant to Subsection 133(1) of the Community Planning Act, the Director, a Development Officer or a person authorized by the Minister or the Council, may at all reasonable times, and with the consent of the owner or occupant, enter any land, building or premises for the purposes*

*of inspection, if the Director, the Development Officer or the person authorized by the Minister or the Council has reasonable grounds to believe that a development or form of development on or in the land, building or premises violates a provision of the Act, or the regulations, or a by-law, or an order made under the Act.*

**MOTION CARRIED**

Lisa Richard, Clerk, performed the third and final reading of By-Law No. HAM-2026-27: A By-Law to Amend Hampton Zoning By-Law No. HAM-2023-16.

**Moved by Councillor Beach and seconded by Councillor Boyé that Hampton Council adopt and enact the third and final reading of Hampton By-Law No. HAM-2026-27: A By-Law to Amend Hampton Zoning By-Law No. HAM-2023-16.**

**MOTION CARRIED**

**9.2. HAM-2026-01: A By-Law Respecting the Proceedings of Hampton Council and Committee Meetings**

Lisa Richard, Clerk, provided a brief overview of the updates to the By-Law, noting changes in Schedule A to Committee structure and mandates.

**Moved by Deputy Mayor Salgado and seconded by Councillor Chorley that Hampton Council proceed with first and second reading of By-Law No. HAM-2026-01: A By-Law Respecting the Proceedings of Hampton Council and Committee Meetings.**

**MOTION CARRIED**

The Clerk performed the first reading of By-Law No. HAM-2026-01: A By-Law Respecting the Proceedings of Hampton Council and Committee Meetings.

**Moved by Deputy Mayor Salgado and seconded by Councillor Tompkins that Hampton Council accept the first reading of By-Law No. HAM-2026-01: A By-Law Respecting the Proceedings of Hampton Council and Committee Meetings.**

**MOTION CARRIED**

The Clerk then performed the second reading of By-Law No. HAM-2026-01: A By-Law Respecting the Proceedings of Hampton Council and Committee Meetings.

**Moved by Deputy Mayor Salgado and seconded by Councillor Trecartin that Hampton Council accept the second reading of By-Law No. HAM-2026-01: A By-Law Respecting the Proceedings of Hampton Council and Committee Meetings.**

**MOTION CARRIED**

**9.3. HAM-2026-05: A By-Law to Establish a Planning Advisory Committee**

Richard Malone, CAO, provided a brief summary of the updates to the By-Law, noting that the process between PAC as a decision maker on applications and PAC as an advisor to Council has been more clearly delineated.

**Moved by Councillor Tompkins and seconded by Councillor Boyé that Hampton Council proceed with first and second reading of By-Law No. HAM-2026-05: A By-Law to Establish a Planning Advisory Committee.**

**MOTION CARRIED**

**Moved by Councillor Beach and seconded by Councillor Tompkins that Hampton Council refer draft By-Law No. HAM-2026-05: A By-Law to Establish a Planning Advisory Committee to the Planning Advisory Committee for their written views to be submitted to Council prior to third reading.**

**MOTION CARRIED**

The Clerk performed the first reading of By-Law No. HAM-2026-05: A By-Law to Establish a Planning Advisory Committee.

**Moved by Councillor Tompkins and seconded by Councillor Boyé that Hampton Council accept the first reading of By-Law No. HAM-2026-05: A By-Law to Establish a Planning Advisory Committee.**

**MOTION CARRIED**

The Clerk performed the second reading of By-Law No. HAM-2026-05: A By-Law to Establish a Planning Advisory Committee.

**Moved by Councillor Trecartin and seconded by Councillor Chorley that Hampton Council accept the second reading of By-Law No. HAM-2026-05: A By-Law to Establish a Planning Advisory Committee.**

**MOTION CARRIED**

**9.4. HAM-2026-07: A By-Law to Establish an Emergency Response Plan for Hampton**

Richard Malone, CAO, provided a brief overview of the updates to the Emergency Response Plan from the last version that was adopted in February 2023. The changes reflect alignment with Provincial and Federal agencies.

**Moved by Councillor Boyé and seconded by Councillor Beach that Hampton Council proceed with first and second reading of By-Law No. HAM-2026-07: A By-Law to Establish an Emergency Response Plan for Hampton.**

**MOTION CARRIED**

The Clerk performed the first reading of By-Law No. HAM-2026-07: A By-Law to Establish an Emergency Response Plan for Hampton.

**Moved by Councillor Boyé and seconded by Councillor Chorley that Hampton Council accept the first reading of By-Law No. HAM-2026-07: A By-Law to Establish an Emergency Response Plan for Hampton.**

**MOTION CARRIED**

The Clerk performed the second reading of By-Law No. HAM-2026-07: A By-Law to Establish an Emergency Response Plan for Hampton.

**Moved by Councillor Boyé and seconded by Councillor Trecartin that Hampton Council accept the second reading of By-Law No. HAM-2026-07: A By-Law to Establish an Emergency Response for Hampton.**

**MOTION CARRIED**

## 10. CORRESPONDENCE LIST

#	From	Subject Matter	Motion
26-011	Hon. Aaron Kennedy, Minister of Local Government	Notification of approval of Hampton's 2026-2029 Capital Renewal Plan and eligibility to receive financial support under the provincial Capital Renewal Fund (CRF).	<b>Moved by Deputy Mayor Salgado and seconded by Councillor Tompkins that correspondence # 26-011 be received and filed.</b>  <b>MOTION CARRIED</b>
26-012	Marci Gould, Director of Capital Planning Branch, DTI	Notification that DTI will now be responsible for cracksealing on all provincial-municipal highways (roads that fall under the Provincial-Municipal Highway Partnership Program)	<b>Moved by Councillor Chorley and seconded by Councillor Trecartin that correspondence # 26-012 be received and filed with a copy sent to the Director of Public Works &amp; Utilities.</b>  <b>MOTION CARRIED</b>

26-013	Bryan Cawthra, ShareWord Global	Request for Hampton to consider partnering to host another Hook & Paddle tournament in June 2026.	<b>Moved by Councillor Beach and seconded by Councillor Tompkins that correspondence # 26-013 be received and filed.</b>  <b>MOTION CARRIED</b>
26-014	Duncan McRae	Follow-up request regarding streetlights and signage requested for Robertson Road.	<b>Moved by Councillor Tompkins and seconded by Councillor Trecartin that the correspondent be advised that staff will process the request for streetlights as per <i>GLPW1001 – Streetlighting Guideline</i> and to contact the Department of Transportation and Infrastructure regarding the placement of road signage.</b>  <b>MOTION CARRIED</b>
26-015	Epilepsy Association of the Maritimes	Request to recognize Epilepsy Awareness Month by acknowledging March 26 <sup>th</sup> as Purple Day.	<b>Moved by Councillor Chorley and seconded by Councillor Boyé that correspondence # 26-015 be referred to the Communications Manager to promote epilepsy awareness on Purple Day, March 26<sup>th</sup>.</b>  <b>MOTION CARRIED</b>
26-016	Phil Ouellette, CEO, Fundy Regional Service Commission	Notification of upcoming vote with regard to the Fundy Regional Service Commission's application to the Municipal Capital Borrowing Board for authorization to borrow \$6,641,000 for a	<b>Moved by Councillor Tompkins and seconded by Councillor Beach that Hampton vote in favour of the Fundy Regional Service Commission's proposed application to the Municipal Capital Borrowing Board for authorization to borrow \$6,641,000 for a capital expense related to environmental health services, and that Mayor Doucet inquire as to how this</b>

		capital expense related to environmental health services.	<b>expense could impact member municipalities.</b>  <b>MOTION CARRIED</b>
26-017	Elizabeth Clark	Traffic concerns at the corner of Hall Road and Robertson Road.	<b>Moved by Councillor Beach and seconded by Deputy Mayor Salgado that a letter be sent to the correspondent acknowledging that Council is aware of these concerns and advise of the measures taken to date to address them with the Department of Transportation &amp; Infrastructure and the RCMP.</b>  <b>MOTION CARRIED</b>
<b>Late Correspondence</b>			
26-018	Rick Ivaskiuk & Diana Schatzky	Traffic concerns on Robertson Road.	<b>Moved by Councillor Trecartin and seconded by Councillor Boyé that a letter be sent to the correspondent acknowledging that Council is aware of these concerns and advise of the measures taken to date to address them with the Department of Transportation &amp; Infrastructure and the RCMP.</b>  <b>MOTION CARRIED</b>

## 11. REPORTS FROM COMMITTEES

### 11.1. Economic Development & Tourism Advisory Committee

Councillor Beach advised that the Committee met on February 24, 2026, and referred to the minutes as presented.

### 11.2. Parks & Recreation Advisory Committee

Deputy Mayor Salgado advised that the Committee met on February 24, 2026, and referred to the minutes as presented. The Youth Council initiative brought forward by the Committee has been shelved for now, as the staff member who was the lead has since left the Recreation Department. Minister Herron, the MLA for Hampton- Fundy-St.Martins has formed a youth group, and Hampton will collaborate with them regarding potential

recreational opportunities for this age group. It was also noted that the Parks Department will continue with the Mayor's Monarch Pledge program in 2026.

The Committee also discussed alternatives to a fireworks display on Canada Day. The fireworks, although popular with the community, present a number of challenges for staff. They are costly, weather dependent, onerous to set up, pose environmental, fire, and safety hazards. In lieu of the display, the Committee is recommending that staff explore options for an alternative family friendly event.

**Moved by Deputy Mayor Salgado and seconded by Councillor Tompkins that Hampton Council accept the recommendation of the Parks & Recreation Advisory Committee to proceed with alternative activities for the 2026 Canada Day celebration in lieu of fireworks.**

**MOTION CARRIED**

**11.3. Finance Committee**

Councillor Boyé advised that the Committee met on March 2, 2026, and referred to the minutes as presented.

**Moved by Councillor Boyé and seconded by Councillor Beach that Hampton Council approve the purchase of four (4) dinner tickets, valued at \$65.00 each, for the Hammond River Angling Association's 28<sup>th</sup> Annual Fundraising Dinner & Auction, as per the recommendation of the Finance Committee.**

**MOTION CARRIED**

**Moved by Councillor Boyé and seconded by Councillor Trecartin that Hampton Council approve the sponsorship of a hole, in the amount of \$500.00, in support of the 2026 Heart & Stroke Foundation of New Brunswick's Golf for Heart tournament, being held at the Hampton Golf Course, as per the recommendation of the Finance Committee.**

**MOTION CARRIED**

**Moved by Councillor Boyé and seconded by Councillor Chorley that Hampton Council approve the sponsorship of the Hampton Rotary Club's annual Trivia Night for Charity, in the amount of \$250.00, either by entering a team on behalf of Hampton, or by donation in lieu of entering a team, as per the recommendation of the Finance Committee.**

**MOTION CARRIED**

**Moved by Councillor Boyé and seconded by Deputy Mayor Salgado that Hampton Council approve the purchase of a ¼ page black & white advertisement in the New Brunswick Association of Fire Chiefs 31<sup>st</sup> Annual Children's Fire Safety Journal in**

the amount of \$385.00, taxes included, as per the recommendation of the Finance Committee.

**MOTION CARRIED**

Moved by Councillor Boyé and seconded by Councillor Trecartin that Hampton Council approve a bronze level sponsorship of the Hampton Porch Music Festival, in the amount of \$500.00, with the funds to be allocated from the 2026 Economic Development & Tourism budget, as per the recommendation of the Director of Economic Development & Tourism, and the Finance Committee.

**MOTION CARRIED**

**11.4. Public Works & Utilities Advisory Committee**

Councillor Chorley advised that the Committee did not meet in February but put forth a motion to appoint a new member to the Committee.

Moved by Councillor Chorley and seconded by Councillor Boyé that Hampton Council appoint Matthew Beaulieu to the Public Works & Utilities Advisory Committee, for a three (3) term ending on December 31, 2028.

**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 following Committees, as presented:

1. Economic Development & Tourism Advisory
2. Parks & Recreation Advisory
3. Finance
4. Joint Health & Safety
5. Human Resources

**MOTION CARRIED**

**12. APPROVAL OF REPORTS**

**12.1. Dog Constable Report**

Councillor Beach provided an overview of the Dog Control Reports for February.

**12.2. Building Permit Report**

Councillor Tompkins provided an overview of the Building Permit Report. There were a total of 8 permits (all wards) issued for the month of February for a permit value of \$22,331.00 and construction value of \$4,245,723.00.

**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 23 calls for Hampton Fire-Rescue and 6 calls for Nauwigewauk Fire-Rescue in the month of February.

**12.4. Communications Report**

Deputy Mayor Salgado referred to the Communications Report as presented, noting that the top performing posts for February were the posts regarding the walking track at the Summit Centre, the Valentine's Mini Market, and the Battle of the Badges charity hockey game.

**Approval of all Reports:**

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

**MOTION CARRIED**

**13. APPROVAL OF ACCOUNTS**

**Moved by Councillor Chorley and seconded by Councillor Boyé that Hampton Council approve the February 2026 Approval of Accounts listing in the amount of \$1,130,867.39.**

**MOTION CARRIED**

**14. NEW BUSINESS**

**14.1. Jail Building Grant Application – Built Heritage Program**

**Moved by Councillor Trecartin and seconded by Councillor Chorley that Hampton Council approve the grant application to the Built Heritage Program for the preservation of the Kings County Gaol Building located at 17 Centennial Road, Hampton.**

**MOTION CARRIED**

**14.2. 2026 Storefront Improvement Grants**

**Moved by Councillor Beach and seconded by Deputy Mayor Salgado that Hampton Council approve the award of 2026 Storefront Improvement Grants to the following businesses, in accordance with their submitted applications, as per the recommendation of the Director of Economic Development & Tourism:**

- 1. Hampton Brewing Co., 64 Robertson Road, in the amount of \$5,000.00;**

2. **The Porch, 370 Main St., in the amount of \$1,150.00;**
3. **Duffy's Custom Cuts, 6 Duffy Lane, Nauwigewauk, in the amount of \$750; and**
4. **Happy Knight Winery, 142 Centennial Road, in the amount of \$3,227.05.**

**MOTION CARRIED**

**14.3. Human Resources**

Moved by Councillor Tompkins and seconded by Councillor Boyé that Hampton Council, in accordance with the *Community Planning Act*, appoint Cameron Evans as a Development Officer for Hampton, effective March 15, 2026, as per the recommendation of the Human Resources Committee. This appointment shall continue until they cease to be an employee of Hampton or the appointment is limited or rescinded by Council.

**MOTION CARRIED**

**15. OUTSTANDING ISSUES**

**15.1. Upcoming Meetings**

Mayor Doucet noted the following:

- Candidate Information session March 24, 2026 at 6:30pm
- Committee of the Whole Meeting April 7, 2026 at 4:00pm
- Next Regular Council Meeting is April 14, 2026 at 7:00pm

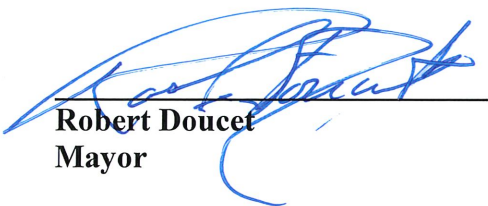
**16. ADJOURNMENT**

There being no further business, the meeting of Council was adjourned at 8:20 p.m.

Moved by Councillor Beach and seconded by Deputy Mayor Salgado that Hampton adjourn the council meeting of March 10<sup>th</sup>, 2026.

**MOTION CARRIED**

**APPROVED BY:**

  
\_\_\_\_\_  
**Robert Doucet**  
Mayor

  
\_\_\_\_\_  
**Lisa Richard**  
Clerk

