



**Hampton Environment Advisory Committee Special Meeting Minutes**  
**Wednesday October 29, 2025**  
**7:00 pm – Council Chambers**

**Members Present**

Councillor Karin Boye	John Blenis	Jean Northrup
Pam McKenzie (Vice Chair)	Blair Boudreau	

**Regrets**

Marshall Fowler      Phil Taber      Laura Myers

**Staff Present**

Bailey Brogan, Assistant Planner/Development Officer  
Cameron Evans, Building & Development Coordinator  
Richard Malone, CAO/Assistant Clerk  
Lisa Richard, Clerk

**1. Call to Order**

The meeting was called to order by Pam McKenzie, Vice Chair at 7:00PM. Staff and the committee introduced themselves to newly attending staff.

**2. Approval of Agenda**

Staff requested that NB Power Energy Session be added to the agenda under Old Business.

**Moved by Councillor Boye and seconded by Blair Boudreau to approve the agenda as amended.**  
**Motion Carried.**

**3. Disclosure of Conflict of Interest – None disclosed**

**4. Approval of Minutes: September 16, 2025**

**Moved by John Blenis and seconded by Jean Northrup to accept the minutes from the September 26, 2025 meeting.**  
**Motion Carried.**

**5. Old Business**

Staff provided an update that an NB Power Energy Session will be held on Monday Nov 10 at River Center 7pm. This session will provide information to residents on the Residential Energy Rebate Program.

**6. New Business**

**a) Environment Committee Mandate Review (30 min) – No Motion/s made**

Staff opened with review of the Procedural By-Law as well as the document submitted by a Committee Member titled “Hampton Environment Committee Mandate, Responsibilities and Authority” pertaining to the committee’s intended role for review/recommendations regarding the mandate. Staff acknowledged this has been a previous grey area and would benefit from further clarification. The Procedural By-law states that:



“This Committee is responsible for advising Council on matters relating to:

- a) Review and make recommendations to Council regarding proposed subdivision developments.
- b) Recommendations of long term strategic planning and policy development regarding environmental issues such as air, soil, water, light and noise pollution.”

With respect to item “a” listed in the Environment Committee Mandate, the Committee Discussed the following:

- R. Malone provided context to the process in how subdivisions plans are brought to the Committee and the intended function at the tentative plan stage. B. Brogan requested what specifically may be missing from tentative plans that the committee would like to see/review.
- J. Blenis provided examples of environmentally focused areas specific to tentative phase along with highlighting previous tentative submissions lacking further information relevant to sediment/erosion control, water management, lack of natural features provided, drainage/discharge.
- Discussion regarding what a Tentative Plan is in relation to the lifecycle of a subdivision and that some of the requested information is produced following the project becoming operational and would be included in the Development Agreement.
- R. Malone reaffirmed the purpose of the Tentative Plan and the intention of Committee involvement to be at the front end of submissions and that additional detail comes further in process and review is completed by engineers/qualified professionals.
- J. Blenis outlining the potential benefits for a scheduled site visit to subdivisions by the committee for tour of site for additional familiarity and understanding the area in addition to tentative plans. Challenges and benefits discussed, likely to take an informal organization coordinated by committee members externally. Key point made for involvement later in subdivision process.
- The Clerk will review the Committee’s comments and draft updates to be reviewed by council to include: Policies that would apply to Environment Committee – Water Supply Assessment Guidelines; Community Planning Act: natural features (watercourses, wetlands, and wooded areas), the nature and availability of domestic water supplies, and any plans for landscaping and tree planting; Subdivision By-law; Climate Change Adaptation Plan; Partners for Climate Protection Program.

With respect to item “b” listed in the Environment Committee Mandate, the Committee Discussed the following:

- R. Malone circulated back to the intention of committee involvement is for comments to be provided at the Tentative phase, J. Blenis mentions his concern is during the operational phase of development and construction process environmental impacts may be overlooked, no repercussions for this occurrence unless Department of Environment and Local Government (DELG) is notified and issues an order. It is his opinion that this is an area missing oversight during this stage that can present impacts, listed Ossekaeg creek as example.
- R. Malone outlines that enforcement for specific concerns may fall within provincial legislation and is outside the capacity of the municipality to handle. Hampton can review options re: enforcement but cannot enforce Fisheries/DELG mandates. Enforcement may be difficult in terms of specific expertise and jurisdiction.



- J. Blenis discussed the flood adaptation project stating he felt personally there was a role for committee but involvement wasn't provided to a satisfactory level

**b) Clean Water Act Updates Consultation (10 min)**

Staff provided information related to the updates to the Clean Water Act from DELG who are seeking community consultation for input via surveys/information sessions. An online survey virtual session provided Nov 20 – 1-2:30 pm and an in person option in Fredericton. Link to surveys available on committee package. John Blenis suggested that anyone interested in program should complete the survey.

**c) KWRC Field Tour – staff update (15 min)**

Bailey Brogan provided a summary of Kennebecasis Watershed Restoration Committee (KWRC) field tour which took place on October 16, 2025. Two of six sites of the tour were within Hampton boundary, such as the Shipley Farm – Passekeag, and Salt Springs Brook – Titusville. Work on these sites were completed to restore riparian habitat and stream banks by the KWRC and the Hammond River Angling Association.

**d) 2025 Environment Committee Year End Report (20 min)**

Staff provided an overview of the year end report, which is due to Council in November. The report reviewed the Committee's accomplishments from October 2024 – September 2025. There were no questions from members on report.

**Moved by Jean Northrup to and seconded by Councillor Boye to accept Year End Report**

**Motion Carried.**

**i. Membership (10 min)**

Staff reviewed advised the Committee that three members terms (Laura Myers, Marshall Fowler and John Blenis) are expiring in 2025. John Blenis reoffered for a second term. Laura Myers and Marshall Fowler were not present at the meeting. The Committee discussed having a student on the committee would be valuable experience for someone in the community.

**Moved by Jean Northrup and seconded by Blair Boudreau to nominate John Blenis for second Environment Committee term.**

**Motion Carried.**

**7. Next Meeting: Tentatively scheduled for November 18, 2025**

**a) New Agenda items for next meeting**

- Update on Flood Adaptation Plan when available
- Dec 4<sup>th</sup> – tentative Volunteer Appreciation event 6:30pm at Summit Centre

**8. Adjournment**

**Moved by John Blenis and seconded by Councillor Boye to adjourn the meeting at 8:12 pm.**

**Motion Carried.**

  
Pam McKenzie – Vice Chair

  
Bailey Brogan – Staff Representative