Public Works & Utility Advisory Committee
Hampton Town Hall – 648 Main Street, Hampton
Tuesday, September 29, 2026 @ 7:00pm
Meeting Minutes

Attendees:
Councillor Rob Barrett, Chair
Luke MacGregor
Jamie Mahoney
Al Walker
Ken Chorley

Regrets:
Ian Donegan, Vice Chair
Dave O'Donnell
Matthew Beaulieu
Terry Taylor

Staff:
Sherman St. Germain – Director, Finance & Human Resources (Treasurer)
Arthur McCarthy – Director of Planning, Engineering and Development
Mark Cormier - Director of Public Works and Utilities
Joanne Appleby - Public Works & Utilities / Fire & EMO, Coordinator

1. **Call to Order**
   The meeting was called to order by Councillor Rob Barrett, Chair at 7:01 pm.

2. **Approval of Agenda**
   Moved by Al Walker and seconded by Ken Chorley to approve the agenda of the (September 29, 2026) as presented.

   Motion Carried

3. **Disclosure of Conflict of Interest**
   None Declared.

4. **Approval of Minutes**
   Moved by Luke MacGregor and seconded by Al Walker to accept the minutes of the (August 19, 2026) meeting.

   Motion Carried

5. PAC Report:

Jamie Mahoney provided an update advising that there were two variance requests in August. One was for home occupation in Nauwigewauk, which was approved. The other was the proposed Folkins Subdivision, which was not defeated.

6. Business Arising from Minutes:

6.1. Folkins Subdivision

Hampton staff provided an update on the proposed Folkins Subdivision Plan presented at the previous Public Works Committee meeting. Hampton Council tabled the proposal pending submission of a revised design that better preserves the character of Dutch Point Park, including increased separation from recreational assets, incorporation of natural park features, protection of the trail corridor, consideration of parkland impacts, and a reduction in the overall scale of the development.

6.2. Speeding Concerns on Greenwood Court

Hampton staff advised that Council accepted the Committee's recommendation to conduct a speed analysis and traffic study on Greenwood Court.

6.3. Speed limit on Main Street/Route 121

Hampton staff advised that Council received and filed the matter, as recommended by the Public Works & Utilities Advisory Committee.

6.4. Request to consider installing a crosswalk on Main Street in front of the Cool Zone building.

Hampton staff advised that Council received and filed the matter, as per recommended by the Public Works & Utilities Advisory Committee.

7. New Business:

7.1. Review of Public Works Utility Budget & Rates

Arthur McCarthy, Director of Planning, Engineering and Development, presented an overview of the Canada Housing Infrastructure Fund application for proposed upgrades to the Lagoon Treatment Facility and sewer mains to support future housing growth. He also presented a Committee Report outlining financial planning options for wastewater infrastructure over the next four years. Following a review of the various funding options, the recommended approach was a one-time fee increase, rather than financing

the improvements or implementing smaller annual increases over several years. The Committee had the opportunity to ask questions and engage in an in-depth discussion regarding the proposed upgrades, funding options, and associated financial impacts.

Moved by Al Walker and seconded by Luke MacGregor to recommend that the Finance Committee approve the proposed one-time increases to the 2027 Water and Wastewater Fees, as presented, and that supporting communications be developed to provide information regarding the increase.

Motion Carried

Sherman St. Germain, Director of Finance & Human Resources (Treasurer), reviewed the 2027 Utility Budget, which was prepared based on the proposed 2027 Utility Rates

Moved by Jamie Mahoney and seconded by Al Walker to recommend that the Finance Committee approve the 2027 Utility Budget, as presented by Sherman St. Germain, Treasurer.

Motion Carried

Sherman St. Germain – Director, Finance & Human Resources (Treasurer) & Arthur McCarthy – Director of Planning, Engineering and Development left the meeting at 8:21pm.

7.2. Request for speed bumps on DeMille Court – Correspondence 26-063

The Committee reviewed and discussed concerns regarding DeMille Court. Members agreed that the Speed Management Guideline should be followed, beginning with a traffic study to ensure the matter is addressed consistently with similar traffic concerns. The study will help determine whether traffic calming or other safety measures are warranted. Due to the time of year, the traffic study will be completed in the spring, weather permitting and following the completion of winter road maintenance activities.

Moved by Ken Chorley and seconded by Al Walker to recommend to Council that the Speed Management Guideline be utilized and a speed/traffic study be completed in accordance with the Guideline to address concerns on DeMille Court in the Spring of 2027 as weather permits.

Motion Carried

7.3. Review Speed Management Results for Villa Drive

Hamptons Speed Management Policy contains up to 3 phases with a. Request Management, b. Problem Identification, and if required then c. Speed Management Plan. The policy was created based on provincial and national standards.

During Phase 2 the data is collected and analyzed. The results of this determine 2 possible outcomes, the first being the speed found does not require further action to take place. The second outcome is proceeding to phase 3 if the speed data collected exceeds the parameters outlined below.

To receive no further action the data must find that 85% of drivers travel less than 15km/h over the posted speed limit or 95% of drivers less than 25 km/h over the posted speed limit.

Villa Drive
Site: 80 Villa Drive
Study Period: June 5, 2025 to August 5, 2025
Posted Speed Limit: 50 km/h
Maximum Speed: 83 km/h
Minimum Speed: 5 km/h
Mean Speed: 48 km/h
85th Percentile Speed: 55 km/h

The original request to the Public Works and Utilities Advisory Committee was submitted through Correspondence 25-072, outlining concerns regarding vehicle speeds and overall traffic safety on Villa Drive. The resident requested that traffic-calming measures, such as speed bumps, be considered to address these concerns.
At that time, the Committee agreed that Hampton's Speed Management Guideline should be completed before considering any new traffic-calming measures. Following the completion of the guideline, the Committee reviewed the traffic data collected for Villa Drive and discussed the matter further. Based on the results of the traffic study and the criteria outlined in the Speed Management Guideline, the Committee agreed that no additional traffic-calming measures are recommended for Villa Drive at this time.

Moved by Al Walker and seconded by Jamie Mahoney, to recommend to Hampton Council that, in accordance with Hampton's Speed Management Guideline, no further traffic calming measures be implemented at this time on Villa Drive.

Motion Carried

7.4. Review Speed Management Results for Homestead Drive

Hamptons Speed Management Policy contains up to 3 phases with a. Request Management, b. Problem Identification, and if required then c. Speed Management Plan. The policy was created based on provincial and national standards.

During Phase 2 the data is collected and analyzed. The results of this determine 2 possible outcomes, the first being the speed found does not require further action to take place. The second outcome is proceeding to phase 3 if the speed data collected exceeds the parameters outlined below.

To receive no further action the data must find that 85% of drivers travel less than 15km/h over the posted speed limit or 95% of drivers less than 25 km/h over the posted speed limit.

Site 1: Near 18 Homestead Drive
Study Period: May 25, 2026 to July 10, 2026
Vehicles Recorded: 7,239
Posted Speed Limit: 50 km/h
Vehicles Exceeding Speed Limit: 5 (0.069%)
Maximum Speed: 60.3 km/h
Minimum Speed: 10.2 km/h
Mean Speed: 28.8 km/h
85th Percentile Speed: 34.38 km/h
95th Percentile Speed: 37.80 km/h

Site 2: Near 32 Homestead Drive
Study Period: July 10, 2026 to August 10, 2026
Vehicles Recorded: 9,803
Posted Speed Limit: 50 km/h
Vehicles Exceeding Speed Limit: 2,102 (21.44%)
Maximum Speed: 146.4 km/h

Minimum Speed: 10.1 km/h
Mean Speed: 42.4 km/h
85th Percentile Speed: 52.02 km/h
95th Percentile Speed: 58.14 km/h

The original request to the Public Works and Utilities Advisory Committee was submitted through Correspondence 25-107, requesting that the speed limit on Homestead Drive be reduced from 50 km/h to 40 km/h. At that time, the Committee recommended that Hampton's Speed Management Guideline be completed before considering any changes or additional traffic-calming measures.

Speed monitoring was subsequently conducted at two locations along Homestead Drive, as the resident had indicated that speeding concerns were more prevalent along a particular section of the roadway. The Committee reviewed the data collected from both locations and noted that, although there were a small number of vehicles travelling at considerably higher speeds, the overall results, including the 85th percentile speeds, did not warrant additional traffic-calming measures under the criteria established in the Speed Management Guideline.

The Committee discussed potential options and noted that the section experiencing higher vehicle speeds is currently less developed, which may contribute to motorists travelling at increased speeds. With development continuing in the area, the Committee felt that vehicle speeds may naturally decrease as the neighbourhood becomes more established.

Based on the results and the Speed Management Guideline, the Committee agreed that no additional traffic-calming measures are recommended at this time. However, given the ongoing development in the area, the Committee felt that an additional traffic study could be completed within the three-year period, if eligible and requested, to reassess conditions on Homestead Drive as development progresses.

Moved by Luke MacGregor and seconded by Al Walker to recommend to Hampton Council that, in accordance with Hampton's Speed Management Guideline, no further traffic calming measures be implemented at this time. However, due to ongoing development in the area, the Committee recommends that, if requested, an additional traffic study be completed within the three-year period. A further review of Homestead Drive may also be completed upon request.

Motion Carried

7.5. Public Works & Utilities Department Updates

The Director of Public Works & Utilities, Mark Cormier, provided a brief update on current departmental activities. He advised that construction work on Pickwauket is approximately 90% complete. As there are remaining project funds available, staff are reviewing options for additional eligible work that could be completed to make full use of the available funding.
Mr. Cormier also provided an update on the 2029–2031 PMHP applications and advised the Committee of the current job posting for a Public Works Operator in anticipation of an upcoming retirement.

8. Outstanding Issues:

8.1 Speed Management locations to be completed;
-Greenwood Court – Correspondence 26-028 (April 2026).

Traffic data collection equipment was deployed on Greenwood Court; however, the equipment was subsequently damaged. Once the equipment is operational and the required traffic data has been collected, the results will be reviewed by the Public Works & Utilities Advisory Committee to determine appropriate recommendations for Council's consideration.

9. Next Meeting

The next Public Works & Utilities Committee meeting will be scheduled October 21, 2026 pending new business.

10. Adjournment

Moved by Jamie Mahoney and seconded by Luke MacGregor that the meeting be adjourned at 9:02pm.

Approved:

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Councillor Rob Barrett	Joanne Appleby
Chair	Staff Representative