Public Works & Utility Advisory Committee
Hampton Town Hall – 648 Main Street, Hampton
Thursday, October 22, 2026 @ 7:00pm
Meeting Minutes

Attendees:
Councillor Rob Barrett, Chair
Ian Donegan, Vice Chair
Luke MacGregor
Jamie Mahoney
Matthew Beaulieu
Al Walker
Ken Chorley

Regrets:
Terry Taylor
Dave O'Donnell

Staff:
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 7:02 pm.

2. **Approval of Agenda**
   Moved by Jamie Mahoney and seconded by Ken Chorley to approve the agenda of the (October 22, 2026) as presented.

   Motion Carried

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

4. **Approval of Minutes**
   Moved by Al Walker and seconded by Ian Donegan to accept the minutes of the (September 26,2026) meeting.

   Motion Carried

5. PAC Report:

Jamie Mahone reported that there had been no recent Planning Advisory Committee meetings and, therefore, had no update to provide

6. Business Arising from Minutes:

None

7. New Business:

7.1. Request for crosswalk at the intersection of William Bell Drive and Logie Drive – Correspondence 26-067.

The Committee discussed the request in detail and noted that the intersection is frequently used by pedestrians. Members recognized that pedestrian traffic in the area is expected to increase as development continues along William Bell Drive. Discussion also included potential future redesign plans for William Bell Drive and opportunities for future walking trail connections. The Committee agreed that pedestrian safety should remain a priority and supported further review of the request. Members noted that when evaluating potential crosswalk options and associated costs, consideration should be given not only to pedestrian safety, but also to future development plans for the area to ensure the most effective use of resources and to avoid unnecessary costs associated with future modifications.

Moved by Ken Chorley and seconded by Ian Donegan to recommend to Council that staff investigate safe crosswalk options and associated costs for the intersection of William Bell Drive and Logie Drive, taking into consideration pedestrian safety, future development plans for the area, and opportunities to coordinate improvements with planned infrastructure projects, to support future consideration of a crosswalk installation at this location.

Motion Carried.

7.2. Request for clarification of responsibility and ownership for traffic safety concerns at 924 Main Street – Correspondence 26-072.

The Committee discussed the request in detail, including the original inquiry, and agreed that it was unfortunate there had been some confusion regarding responsibility for Provincial-Municipal roadways, as well as jurisdiction and decision-making authority related to matters such as speed limits, crosswalks and other traffic control measures.

The Committee noted that school zones remain under the authority of the Department of Transportation and Infrastructure (DTI) and the Minister of Transportation and Infrastructure. As a result, the municipality does not have the authority to extend school zones.
The Committee agreed that a Speed Management Assessment should be undertaken in the spring of 2027, weather permitting, in accordance with the Hampton Speed Management Guidelines. The location will be added to the list of traffic studies scheduled for completion, with data collection to include both traffic volumes and vehicle speeds. Once the required data has been collected, the results will be reviewed by the Public Works & Utilities Advisory Committee to develop recommendations for Council's consideration.

Moved by Ian Donegan and seconded by Al Walker to recommend to Council that the Speed Management Guideline be utilized and that a speed and traffic study be completed in accordance with the Guideline to address traffic safety concerns in the area of 924 Main Street in the spring of 2027, weather permitting.

Motion Carried

7.3. Streetlights on White Pine Court

Chair of Council Rob Barrett received an inquiry from residents regarding street lighting within the White Pine Court development and requested the matter be added to the agenda. Mark Cormier, Director of Public Works & Utilities, confirmed with the Planning Department that, under the Developer's Agreement, the developer is responsible for the installation of the decorative streetlights. Once installed and operational, ongoing maintenance will become the responsibility of the Public Works Department.
As development of the area is still ongoing and the streetlights are intended to be installed on the undeveloped side of the street, it is not anticipated that installation will occur until development of that section is complete.
The Committee acknowledged the information, and staff will respond to the resident inquiry accordingly.

7.4. Year End Report

The Public Works & Utilities Year-End Report was reviewed by the Committee. Committee members requested that additional details be incorporated into the report. The requested revisions will be completed prior to submission to Council.

Moved by Al Walker and seconded by Ken Chorley to recommend to Council to accept the Public Works & Utilities Year End Report 2026.

Motion Carried

7.5. Public Works & Utilities Department Updates

Mark Cormier, Director of Public Works and Utilities, provided committee members with a brief update on:

Mark Cormier, Director of Public Works & Utilities, provided the Committee with an update on current projects and operations. Route 100 has been completed, while the Highway 845 Culvert Project is approximately 99% complete. Although the culvert work was completed in accordance with approved designs and permits, a concern has recently been raised, and staff are awaiting further clarification. Staff also advised that both the PMPH and non-PMPH funding applications have been submitted, and preparations for the upcoming winter maintenance season are underway. The Committee also discussed a potential Public Works facilities and operations tour and agreed that it would be best to hold the tour in the spring of 2027 due to limited daylight hours during the fall and winter months.

8. <u>Outstanding Issues:</u>

8.1 Speed Management locations to be completed;
-Greenwood Court
-Demille Court

Traffic data collection equipment was deployed on Greenwood Court; however, the equipment was subsequently damaged before sufficient data could be collected. As the staff prepares for the winter season, traffic data collection at Greenwood Court and other outstanding speed management locations will resume in the spring of 2027. Once the required data has been collected, it will be reviewed by the Public Works & Utilities Advisory Committee to develop recommendations for Council's consideration.

9. **Next Meeting**

The next Public Works and Utilities Advisory Committee meeting is tentatively schedule for November 17, 2026, pending new business.

10. **Adjournment**

Moved by Jamie Mahoney and seconded by Al Walker that the meeting be adjourned at 8:11pm.

Approved:

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Councillor Rob Barrett	Joanne Appleby
Chair	Staff Representative