

TOWN OF HAMPTON COUNCIL MEETING December 8, 2015

A closed session of Council was held immediately preceding the regular Council meeting, commencing at 6:00 p.m. A regular meeting of Council was held in the Council Chambers at 27 Centennial Road on December 8, 2015 commencing at 7:00 p.m.

ATTENDANCE:

Council: Mayor Ken Chorley Deputy Mayor Robert Doucet
Councillor Todd Beach Councillor Peter Behr
Councillor Dwight Bond

Staff: Richard Malone, Town CAO/Assistant Town Clerk
Megan O'Brien Harrison, Clerk/Communications Officer
Sherman St. Germain, Town Treasurer
Mike Rosehart, Director of Public Works and Utilities

Media: Tamara Grevelle, Kings County Record

Delegations: Cst. John Thompson, Hampton Detachment of the RCMP

1. CLOSED SESSION

In accordance with Section 10.2(4) of the *Municipalities Act*, Mayor Chorley called the closed session to order at 6:00 p.m. and adjourned the closed session at 6:55 p.m. During that time, a number of issues were discussed and the confidential information from such discussions was classified as follows:

Subsection of 10.4 (2)	<u>Category</u>	# of <u>Items</u>
a)	Confidential information protected by law	
b)	Personal information	
c)	Financial loss or gain (individual or municipal) or could jeopardize negotiations leading to an agreement or contract	4
d)	Land transactions for a municipal purpose	
e)	Violates confidentiality of information obtained from other governments (Federal and/or Provincial)	
f)	Legal opinions or advice, and privileged communications	
g)	Litigation or potential litigation	
h)	Access to/or security of particular buildings, other structures or systems	
i)	Information gathered by police	
j)	Labour/Employment matters	1

2. OPEN REGULAR SESSION

Mayor Chorley called the Open Session to order at 7:00 p.m.

3. MOMENT OF REFLECTION

Mayor Chorley led a silent moment of reflection.

4. APPROVAL OF AGENDA

Moved by Councillor Beach and seconded by Councillor Behr that the agenda of the December 8, 2015 Council meeting be approved as presented.

MOTION CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST

Councillors were asked to disclose any conflicts of interest as they arise.

6. DELEGATIONS AND PUBLIC HEARINGS

6.1 RCMP Report

Cst. Thompson reviewed the RCMP Incident Report for November 2015. It was noted that there were six school walk-throughs during the month of November. Cst. Thompson stated that different officers are assigned to each school. He does the walk throughs at Hampton Middle School and says that he usually spends about an hour at the school each time. He feels that these walk-throughs are a benefit to both the RCMP and the students.

6.2 Town Treasurer

Sherman St. Germain, Town Treasurer provided an overview of the 2016 General Budget. He noted that for the eleventh year in a row there is no no change in tax rate, with it remaining at \$1.2500.

Some of the 2016 Enhancement List include parking at Sunset Villa Playground, a sander for the Parks Department, infrastructure upgrades, crosswalk lights at Main Street and Elizabeth Avenue. The two main enhancements for 2016 are the revitalization of the former court house building and a new ladder truck.

The Town Treasurer noted that the debt ratio for 2016 is 10.00%, which includes a one time payment of \$94,000 for the Centennial Building.

7. ADOPTION OF MINUTES

7.1 Minutes of November 10, 2015

Moved by Councillor Behr and seconded by Councillor Beach that the minutes of the November 10, 2015 Regular Council Meeting be adopted.

MOTION CARRIED

8. BUSINESS ARISING FROM MINUTES

There was none.

9. CORRESPONDENCE LIST

#	NAME	DESCRIPTON	Action
15-090	Alaina Lockhart, MP	Thank you for welcome gift.	Moved by Councillor Beach and seconded by Councillor Behr that correspondence #15-090 be received and filed. Motion Carried
15-091	Councillor Peter Behr	Thank you for memorial donation and flowers in memory of his wife.	Moved by Councillor Bond and seconded by Deputy Mayor Doucet that correspondence #091 be received and filed. Motion Carried
15-092	Gloria Cook-Robichaud, Wayside Apartments, Main Street	Concerned about crossing the road in front of the Wayside Apartments on Main Street.	Moved by Deputy Mayor Doucet and seconded by Councillor Beach that correspondence #15-092 be forwarded to the Public Works Advisory and Utilities Commission. Motion Carried
15-093	Nancy O'Toole 121 Dutch Point	Request for an amendment to the Zoning By-law that permits transport truck cabs in residential areas.	Moved by Councillor Beach and seconded by Deputy Mayor Doucet that correspondence #15-03 be referred to the By-law Enforcement Officer for further investigation and recommendation. Motion Carried
15-094	Hon. Stephen Horsman, Minister of Public Safety and Solicitor General	Review of the Canadian Standards Association (CSA) Z1600-14, <i>Emergency and Continuity Management Program</i>	Moved by Councillor Bond and seconded by Deputy Mayor Doucet that correspondence # 15-094 be referred to the Hampton EMO Coordinator and the Town's Building and Development Officer. Motion Carried
15-095	CanRoof Corporation Inc. (CRC)	Warranty claim on CRC Seville 25 Shingles on SNB Building.	Moved by Councillor Bond and seconded by Councillor Beach that correspondence #15-095 be referred to staff. Motion Carried
15-096	R. Chapman, Vice-Principal, and A. Davis, Principal, Hampton High School	Thank you for support of the Hampton Community Theatre Committee.	Moved by Deputy Mayor Doucet and seconded by Councillor Behr that correspondence #15-096 be received and filed. Motion Carried
15-097	Matthew Throop, Head Coach, HHS Men's Hockey Team	Request for support for the Hampton High Men's Hockey Team's Hockey Day in Hampton taking place on December 27 th .	Moved by Deputy Mayor Doucet and seconded by Councillor Bond that the Town of Hampton donate one hundred dollars to the Hampton High School Men's Hockey Team's Hockey Day in Hampton. Motion Carried

15-098	Zoe Watson, Superintendent, Anglophone South School District	Seeking support of their new initiative entitled Attendance Matters.	Moved by Councillor Behr and seconded by Deputy Mayor Doucet that correspondence #15-098 be referred to staff. Motion Carried
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10. APPROVAL OF ACCOUNTS

Moved by Councillor Bond and seconded by Councillor Behr that the Town of Hampton approve the General and Utilities Fund Paid Invoices from November 1 to November 30, 2015 for the amount of six hundred and twenty-four thousand, and seventy-three dollars and seventy-four cents (\$624,073.74).

Motion Carried

11. REPORTS FROM COMMITTEES

11.1 Economic Development and Tourism

The Town CAO stated that Gary Rent has submitted his resignation as he has sold his house and is moving. Council will send a letter of thanks.

Moved by Councillor Behr and seconded by Councillor Bond that the Town of Hampton accept the resignation of Gary Rent as Member of the Economic Development and Tourism Committee.

Motion Carried

The Town CAO noted that Kevin Scott is the new chairperson of the Economic Development and Tourism Committee. He also noted that Barb Curry has completed her second three-year term on the committee. Council will send a letter of thanks.

Moved by Councillor Beach and seconded by Councillor Behr that the Town of Hampton appoint Mike Bartlett to his second three-year year on the Economic Development and Tourism Committee commencing January 1, 2016 and ending December 21, 2018.

Motion Carried

11.2 Leisure Services Advisory

Moved by Deputy Mayor Doucet and seconded by Councillor Bond that the Town of Hampton appoint Pat Cole to the Leisure Services Advisory Committee for a three-year term commencing on January 1st, 2016 until December 31st, 2018.

Motion Carried

Deputy Mayor Doucet noted that Mark Reid has completed his second three-year term on the committee. Council will send a letter of thanks.

Moved by Councillor Doucet and seconded by Councillor Bond that the Town of Hampton appoint Scott Seely to the Planning Advisory Committee as the Leisure Services Advisory Committee Representative commencing on January 1st, 2016.

Motion Carried

11.3 Planning Advisory Committee

Councillor Beach noted that a variance was granted for 32 Raymond Street (PID 30161293) to allow for an addition to be built within five feet of the side property line.

Moved by Councillor Beach and seconded by Deputy Mayor Doucet that the Town of Hampton accept the resignation of Gary Rent as Chairperson and Member of Planning Advisory Committee.

Motion Carried

Moved by Councillor Beach and seconded by Deputy Mayor Doucet that the Town of Hampton appoint Sheryl Moore to the Planning Advisory Committee as the Economic Development and Tourism Committee Representative commencing on January 1st, 2016.

Motion Carried

11.4 Fire-Rescue

Councillor Bond provided an overview of the fire-rescue report. Council applaud the work of the Hampton Fire-Rescue and the mutual aid they received from KV, Nauwigewauk, Kingston Peninsula, Long Reach and Upham in their handling of the major structure fire at the former Pizza Delight building.

11.5 Health Care

The Town CAO noted that a doctors meeting had been held, planning is underway for an auto-injector program and the diabetic clinics will continue in the New Year.

11.6 Finance Committee

Moved by Councillor Bond and seconded by Councillor Behr that the Town of Hampton approve the 2016 Utility Operating and Capital Budget, as recommended by the Finance Committee, as follows:

Sale of Water	\$ 2,080.00
<u>Sale of Sewerage Service</u>	<u>\$354,750.00</u>
Total Revenue	\$356,830.00
Water System Expenses	\$ 42,170.00
Sewerage System Expenses	\$310,660.00
<u>MRIF – Capital Reserve Fund</u>	<u>\$ 4,000.00</u>
Total Expenses	\$356,830.00

Motion Carried

Moved by Councillor Bond and seconded by Councillor Beach that the Town of Hampton approve the 2016 General Operating Budget as recommended by the Finance Committee, with a tax rate for 2016 of \$1.2500 per \$100.00 of assessed value, pending approval of the Provincial Government. The gross expenditures will be \$5,552,419 less non-tax revenue of \$1,079,797 for a net budget of \$4,472,622 less the community funding & equalization grant of \$39,940 with the warrant to be raised by local rate of \$4,432,682.

Motion Carried

Moved by Deputy Mayor Doucet and seconded by Councillor Behr that the Town of Hampton accept the reports from the Economic Development and Tourism, Leisure Services Advisory, Planning Advisory, Fire-Rescue, RCMP, Health Care, Finance, and Joint Health and Safety as submitted.

Motion Carried

12. APPROVAL OF REPORTS

12.1 Building Inspector Report
Council reviewed the building inspector report.

12.2 Dog Constable
Moved by Councillor Beach and seconded by Deputy Mayor Doucet that the Town of Hampton renew the Dog Constable contract for 2016 as per the terms and conditions of the proposed “Dog Control Officer Agreement” as recommended by the Town CAO.

Motion Carried

12.3 Financial Reports
Council did not comment on the financial report.

12.4 Communications Report
The Communications Officer provided an overview of the communications report. It was noted that there is a push on to get more groups using the Calendar of Events on the Town website.

Moved by Deputy Mayor Doucet and seconded by Councillor Behr that the Town of Hampton approve the Building Inspector, Dog Constable Report, Financial, and Communications reports as presented.

Motion Carried

13. READING OF BY-LAWS

14. NEW BUSINESS

14.1 ETF APPLICATIONS

Moved by Councillor Behr and seconded by Councillor Beach that the Town of Hampton engage Dillon Consulting to making application to the Environmental Trust Fund for (a) Preparation of a Resiliency Plan for the Town of Hampton and (b) Preparation of an Urban Forest Management Strategy for the Town of Hampton, as per the proposal from Dillon Consulting dated December 2, 2015.

Motion Carried

14.2 COMMUNICATIONS SERVICES AGREEMENT

Moved by Councillor Bond and seconded by Councillor Behr that the Town of Hampton enter into the Communications Services Agreement with the Saint John Police Commission for the provision of 911 Call Service in compliance with the *Emergency 911 Act (New Brunswick)*, as presented.

Motion Carried

14.3 PCP

Moved by Councillor Behr and seconded by Councillor Beach that the Town of Hampton accept the Partners for Climate Protection – Milestone 4 Update report as presented.

Motion Carried

14.4 Cobblehill Subdivision – Extension of Tentative Plan

Moved by Councillor Beach and seconded by Councillor Behr that the Town of Hampton extend the approval of the overall tentative Subdivision Plan *Cobblehill Subdivision*, Drawing Number D3B, dated May 2011, as prepared by Fundy Drafting Services, subject to the previously imposed terms and conditions, for an additional twelve month period, as recommended by the Building and Development Officer.

Motion Carried

14.5 Cranberry Hills Estates – Extension of Tentative Plan

Moved by Councillor Beach and seconded by Councillor Behr that the Town of Hampton extend the approval of the overall tentative scheme plan for Cranberry Hills Estates, dated May 6, 2008, as prepared by Keirstead, Quigley and Roberts Ltd., subject to the previously imposed terms and conditions, for an additional twelve month period, as recommended by the Building and Development Officer.

Motion Carried

14.6 Dutch Point Gardens – Extension of Tentative Plan

Moved by Councillor Beach and seconded by Deputy Mayor Doucet that the Town of Hampton extend the approval of the overall tentative plan, entitled *Dutch Point Gardens*, prepared by Keirstead, Quigley and Roberts Ltd., dated July 17, 2009, subject to the previously imposed terms and conditions, for an additional twelve month period, as recommended by the Building and Development Officer.

Motion Carried

Councillor Bond declared a conflict of interest and left the meeting.

14.7 Executive Estates – Extension of Tentative Plan

Moved by Councillor Beach and seconded by Councillor Behr that the Town of Hampton extend the approval of the overall tentative plan *Executive Estates Subdivision*, dated January 28, 2008 as prepared by Kierstead, Quigley and Roberts, subject to the previously imposed terms and conditions, for an additional twelve month period, as recommended by the Building and Development Officer.

Motion Carried

Councillor Bond returned to the meeting.

14.8 The Links at Hampton – Extension of Tentative Plan

Moved by Councillor Beach and seconded by Councillor Behr that the Town of Hampton extend the approval of the overall tentative plan the *Links at Hampton Subdivision*, dated July 18, 2007, revised on November 7th, 2007, and prepared by Kierstead, Quigley and Roberts Ltd. subject to the previously imposed terms and conditions, for an additional twelve month period, as recommended by the Building and Development Officer.

Motion Carried

14.9 Heritage Acres – Extension of Tentative Plan

Moved by Councillor Beach and seconded by Councillor Bond that the Town of Hampton extend the approval of the overall tentative plan the *Heritage Acres Subdivision* prepared by Hughes Surveys & Consultants Inc., bearing Job No. Y9-598-5 and dated November 25, 2011, subject to the previously imposed terms and conditions, for an additional twelve month period, as recommended by the Building and Development Officer.

Motion Carried

14.10 Park Place Homes Ltd. – Extension of Tentative Plan

Moved by Councillor Beach and seconded by Councillor Behr that the Town of Hampton extend the approval of the overall tentative plan the *Park Place Homes Ltd.*, prepared by Keirstead Quigley and Roberts Ltd., labeled T-0534 and dated June 20, 2013, subject to the previously imposed terms and conditions, for an additional twelve month period, as recommended by the Building and Development Officer.

Motion Carried

14.11 **Wage Scale**

Moved by Deputy Mayor Doucet and seconded by Councillor Beach the approval of the Salary/Wage Scale for the Town of Hampton for 2016 as shown in the “TOWN OF HAMPTON – 2016 WAGE PROPOSAL” document and effective the first pay of January 2016, as per recommendation of the Human Resource Committee.

Motion Carried

14.12 **Christmas Bonus**

Moved by Deputy Mayor Doucet and seconded Councillor Bond the approval of the Town of Hampton Christmas Staff bonus for 2016 as presented.

Motion Carried

14.13 **Town Buildings – Holiday Hours:**

Moved by Deputy Mayor Doucet and seconded by Councillor Behr that the Town of Hampton approve Holiday Hours as follows:

Closed at noon December 24, 2015

Closed December 25, 2015

Closed December 28, 2015

Closed at noon December 31, 2015

Closed January 1, 2016

Motion Carried

14.14 **Special Meetings of Council**

Moved by Councillor Behr and seconded by Councillor Bond the scheduling of a Special Meeting of Town Council for December 31st, 2015 at 8:30 a.m. for the purpose of:

- **review of financial results for 2015; and**
- **the disposition of a surplus, should one exist.**

Motion Carried

14.15 **Food Bank Donation**

Moved by Councillor Behr and seconded by Councillor Beach that the Town of Hampton make a donation of five hundred dollars (\$500.00) to the Hampton Food Basket in lieu of Christmas Cards.

Motion Carried

14.16 Mayor's Levee:

Everyone is invited to the Mayor's Levee on January 1st, 2016 at the Lighthouse River Centre from 1-3 p.m.

15. OUTSTANDING ISSUES

16. ADJOURNMENT

There being no further business, the meeting of Council was adjourned at 8:00 p.m.

Moved by Councillor Behr that the Town of Hampton adjourn the council meeting of December 8, 2015.

Motion Carried

APPROVED:

Ken Chorley, Mayor

Megan O'Brien Harrison, Clerk