

TOWN OF HAMPTON COUNCIL MEETING

December 10, 2019

A closed session of Council was held immediately preceding the regular Council meeting, commencing at 6:00 pm. A regular meeting of Council was held at the Town Hall, 648 Main Street on December 10, 2019 commencing at 7:00 p.m.

ATTENDANCE:

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

Staff: Richard Malone, Town CAO
 Megan O'Brien Harrison, Town Clerk/Communications Officer
 Sherman St. Germain, Town Treasurer
 Carolyn Walker, Building and Development Officer

1. CLOSED SESSION

In accordance with Section 68(1) of the *Local Governance Act*, Mayor Chorley called the closed session to order at 6:00 p.m. and adjourned the closed session at 6:50 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	2
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	1
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	
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 or access to or security of systems of the local government, including computer or communications systems	
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	1

2. OPEN REGULAR SESSION

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

3. SILENT MOMENT OF REFLECTION

Mayor Chorley led Council through a silent reflection. It was noted that Deputy Mayor Doucet was ill and would not be in attendance.

4. APPROVAL OF AGENDA

Moved by Councillor Bond and seconded by Councillor Beach that the agenda of the December 10, 2019 Council meeting be approved as presented.

MOTION CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST

Mayor Chorley asked Council to disclose any conflicts of interest when the matter arises on the agenda.

6. DELEGATIONS AND PUBLIC HEARINGS

6.1 2020 Budget

Sherman St. Germain, Town Treasurer provided an overview of the 2020 Utility Operating and Capital Budget and the 2020 General Budget. He noted that the tax base is \$369,950,800.00. This is an increase of 1.31% from 2019. The Community Funding and Equalization Grant equals \$217,469.00 which is an increase of \$63,153.00 from 2019. The Tax rate for 2020 is \$1.2970 which is an increase of \$0.0170. This is due to the \$107,000 contribution that the Province of New Brunswick requires the Town of Hampton to give to the Greater Saint John Regional Facilities Commission. In 2020, the Town of Hampton will be paying off three debentures for the loader, grader, and the Town Square. There is no rate increase for utilities.

Some enhancements include heat pumps for the Ossekeag Room, a wheelchair assessible door for the Lighthouse River Centre, Wayfinding signage, a pulp loader and an accessible lift for the Hampton Community Pool.

Moved by Councillor Bond and seconded by Councillor Behr that the Town of Hampton approve the 2020 Utility Operating and Capital budget as follows:

Sale of Water	\$ 1,600
Sale of Sewerage Service	\$371,680
<u>Surplus from 2nd Previous Year</u>	<u>\$ 13,083</u>
Total Revenue	\$386,363
Water System Expenses	\$ 80,635
<u>Sewerage System Expenses</u>	<u>\$305,728</u>
Total Expenses	\$386,363

MOTION CARRIED

Moved by Councillor Bond and seconded by Councillor Beach that the Town of Hampton approve the tax rate for 2020 of \$1.2970 per \$100.00 of assessed value, pending approval of the Provincial Government. The gross expenditures will be \$6,450,504 less non-tax revenue of \$ 1,434,774 for a net budget of 5,015,730 less the community funding & equalization grant of \$217,469 with the warrant to be raised by local rate of \$4,798,261.

MOTION CARRIED

6.2 Carolyn Walker, Building and Development Officer– Public Hearing

Mayor Chorley called the Public Hearing to order.

He invited the Building and Development Officer to lead the Public Hearing. She noted that in January 2019 Planning & Development embarked on the ten-year review of existing Municipal Plan By-law 189-10 as per Section 32(1) of the New Brunswick Community Planning Act.

During this process, the Town's consultants, Alliance Planning and Environmental Consultants Inc., have conducted research to create a Background Report on the Town of Hampton, have consulted with Committees of Council and conducted community outreach in the form of an online survey, Open House, and student consultation.

A Public Presentation of their findings was conducted at the October 8th, 2019 Regular Council Meeting which kicked off a 30-day public comment period on the proposed amendments. The Public Comment Period ended on November 7th, 2019 with no comments being received by the Town Clerk, Planning & Development, or the consultants to date.

The Mayor asked for anyone who would like to speak on the proposed amendment. He asked three times. There was no public comment.

Mayor Chorley closed the floor.

The Public Hearing for the Municipal Plan Amendment was adjourned.

7 READING OF BY-LAWS

7.1 Municipal Plan

Moved by Councillor Beach and seconded by Councillor Behr that the Town of Hampton approve the first reading of By-law 212-19: A By-law of the Town of Hampton to Amend By-law 189-10 Municipal Plan.

MOTION CARRIED

Moved by Councillor Beach and seconded by Councillor Behr that the Town of Hampton approve the second reading of By-law 212-19: A By-law of the Town of Hampton to Amend By-law 189-10 Municipal Plan.

MOTION CARRIED

7.2 Remuneration By-law Amendment

Moved by Councillor Behr and seconded by Councillor Bond that the Town of Hampton approve the third and final reading of By-law 211-1: A By-law of the Town of Hampton to Amend By-law 198-12 Respecting the Remuneration of Council Members.

MOTION CARRIED

8 ADOPTION OF MINUTES

8.1 Minutes of November 12, 2019

Moved by Councillor Beach and seconded by Councillor Behr that the minutes of the November 12, 2019 Regular Council Meeting be adopted.

MOTION CARRIED

8.2 Minutes of November 29, 2019

Moved by Councillor Bond and seconded by Councillor Beach that the minutes of the November 29, 2019 Special Council Meeting be adopted.

MOTION CARRIED

9 BUSINESS ARISING FROM MINUTES

There was none.

10 CORRESPONDENCE LIST

#	NAME	DESCRIPTON	POSSIBLE MOTIONS
19-086	Connie Woodside President and CEO JA New Brunswick	Request to sponsor the <i>Hampton Distinguished Achiever</i> award at the Futures Unlimited Gala at a cost of \$300.00, which includes the Mayor's ticket to the gala.	Moved by Councillor Beach and seconded by Councillor Behr that the Town of Hampton sponsor the <i>Hampton Distinguished Achiever</i> award at the Futures Unlimited Gala at a cost of \$300.00, which includes the Mayor's ticket to the gala to present the award. MOTION CARRIED
19-087	Wayne H. Sturgeon, President, UMN B	Year-end letter and copy of UMN B Bulletin.	Moved by Councillor Bond and seconded by Councillor Behr that correspondence #19-087 be received and filed. MOTION CARRIED

11 APPROVAL OF ACCOUNTS

11.1 **Moved by Councillor Bond and seconded by Councillor Beach that the Town of Hampton approve the General and Utilities Fund Paid Invoices from November 1 to November 30, 2019 for the amount of one million four hundred and twelve thousand eight hundred and fifty-eight dollars and ninety-eight cents (\$1,412,858.98).**

MOTION CARRIED

12 REPORTS FROM COMMITTEES

12.1 Tourism

Councillor Beach provided an overview of the Tourism Committee minutes. Noted in new business was that the committee is looking for an additional member. The committee is investigating a grant to winterize the Visitor Information Centre. This would require a heritage designation for the old railway station. Councillor Beach also relayed the information presented by the Tourism Coordinator on the TIANB workshops.

12.2 Planning Advisory Committee

Councillor Beach reviewed the Planning Advisory Committee minutes. It was noted that the Planning Advisory Committee granted an extension of the Temporary Development of a Retail Clothing Store located at 242 Main Street, further identified as PID 00193474, subject to the following terms and conditions: a) That the applicant understands that this temporary development is undertaken at their own risk and should the amendment to Zoning By-Law 190-10 be denied, the development is to be removed within a reasonable time as determined by the Town.

Moved by Councillor Beach and seconded by Councillor Behr that the Town of Hampton reappoint Mark Reid to a second three-year term on the Planning Advisory Committee ending December 31, 2022.

MOTION CARRIED

Moved by Councillor Beach and seconded by Councillor Behr that the Town of Hampton appoint Chris Rendell to a three-year term on the Planning Advisory Committee ending December 31, 2022.

MOTION CARRIED

Moved by Councillor Beach and seconded by Councillor Bond that the Town of Hampton accept the Planning and Development year-end report as presented.

MOTION CARRIED

12.3 Fire-Rescue

Councillor Bond provided an overview of the Hampton Fire-Rescue report. Councillor Bond attended the annual New Brunswick Firefighters convention with the Deputy Chief.

12.4 Health Care

The Town CAO reviewed the Health Care minutes. The committee is still working on doctor recruitment. It was noted that December 15th is the last day for billing numbers to be used by the Province of New Brunswick. The committee discussed concerns with what might be replacing the billing numbers.

12.5 Finance Committee

Moved by Councillor Bond and seconded by Councillor Beach that the Town of Hampton approve the following rates for 2020, as recommended by the Finance Committee:

**Lighthouse River Centre Rental Rates;
Program Registration, Arena rentals and Sport Field Prices;
Electronic Sign Rental rates;
Permanent Employee Wage Scale;
Summer Staff Wage Scale;
Rate Structure for Building Permits; and
Water and Sewer Charges.**

MOTION CARRIED

Moved by Councillor Bond and seconded by Councillor Behr that the Town of Hampton adopt the proposed Schedule “A” for By-law 198-12: A By-law of the Town of Hampton Respecting the Remuneration of Council Members, with the rates to be effective June 1, 2020, as recommended by the Finance Committee.

MOTION CARRIED

12.6 EMO

Councillor Bond reviewed the EMO minutes with Council.

12.7 Leisure Services Advisory

Moved by Councillor Beach and seconded by Councillor Behr that the Town of Hampton appoint Don Sherwood to a three-year term on the Leisure Services Advisory Committee ending December 31, 2022.

MOTION CARRIED

Moved by Councillor Beach and seconded by Councillor Behr that the Town of Hampton appoint Karla Lamb as the teacher representative on the Leisure Services Advisory Committee effective January 1, 2020.

MOTION CARRIED

12.8 Public Works Advisory and Utilities Commission

Councillor Bond provided an overview of the Public Works Advisory and Utilities Commission minutes. The committee recommended to hold off on the purchase of a radar sign and monitor streets for now to see how street improvements have worked. The committee also noted that the Committee was recommending that in the Spring the Town complete a traffic count on the Lakeside Road due to speeding complaints.

Moved by Councillor Bond and seconded by Councillor Beach that the Town of Hampton appoint Andy Lodge to a three-year term on the Public Works Advisory and Utilities Commission ending December 31, 2022.

MOTION CARRIED

Moved by Councillor Beach and seconded by Councillor Behr that the Town of Hampton accept the reports from Tourism, Planning Advisory, Fire-Rescue, RCMP, Health Care, Finance, EMO, Leisure Services Advisory and Public Works Advisory and Utilities Commission as submitted.

MOTION CARRIED

13 APPROVAL OF REPORTS

13.1 Building Inspector Report

The Building and Development Officer resubmitted reports for August, September, October and November due to a calculation error.

13.2 Dog Constable

Council reviewed the Dog Constable report. It was noted that there is an ongoing issue with one dog continuously running at large.

13.3 Financial Reports

Council reviewed the Financial Report.

13.4 Communications Report

The Communications Officer reviewed the November Communications Report.

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

MOTION CARRIED

14 NEW BUSINESS

14.1 Staff Bonus

Moved by Councillor Bond and seconded Councillor Behr the approval of the Town of Hampton Christmas Staff bonus for 2019 as presented.

MOTION CARRIED

14.2 Town Buildings – Holiday Hours:

Moved by Councillor Beach and seconded by Councillor Behr Town of Hampton approve Holiday Hours as follows:

Closed at noon December 24, 2019

Closed December 25, 2019

Closed December 26, 2019

Closed at noon December 31, 2019

Closed January 1, 2020

MOTION CARRIED

14.3 **Special Meetings of Council**

Moved by Councillor Bond and seconded by Councillor Beach that the Town of Hampton schedule a Special Meeting of Town Council for December 30th, 2019 at 8:30 a.m. for the purpose of:

- review of financial results for 2019 and
- the disposition of a surplus, should one exist.

MOTION CARRIED

14.4 **Food Bank Donation**

Moved by Councillor Behr and seconded by Councillor Bond 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

14.5 **RFP**

Moved by Councillor Beach and seconded by Councillor Behr that the Town of Hampton does not award the Request for Proposals: The Lighthouse River Centre (Main Level) – RFP No. 2019-TOH-LHRC, as no proposal was deemed to be acceptable.

MOTION CARRIED

14.6 **Mayor's Levee:**

Everyone is invited to the Mayor's Levee on Tuesday, January 1st, 2020 at the Hampton Town Hall, 648 Main Street, from 1-3 p.m.

15. **OUTSTANDING ISSUES**

There are none.

16. **ADJOURNMENT**

There being no further business, the meeting of Council was adjourned at 8:05 p.m.

Moved by Councillor Behr that the Town of Hampton adjourn the council meeting of December 10, 2019.

MOTION CARRIED

APPROVED:

Ken Chorley, Mayor

Megan O'Brien Harrison, Clerk