



**Protective Services – Fire – Rescue/EMO Meeting Minutes  
Monday, February 3, 2025 @ 7:00 pm  
Hampton Fire Rescue, 845 Main Street**

**Attendees:**

Richard Malone – Chair/Hampton CAO/Town Clerk  
Mike Raeburn – Hampton Fire Chief / Acting EMO Coordinator  
Norm Garnett – Hampton Deputy Chief  
Blair Wanamaker – Nauwigewauk Fire Chief  
Charlie MacNeil – Nauwigewauk Deputy Fire Chief  
Todd Beach – Councillor  
Joanne Appleby – Administrative Assistant, Fire & EMO / Public Works

**Guest:**

Tom Elliott – Hampton Firefighter

**1. CALL TO ORDER**

Chair Richard Malone called the meeting to order at 7:03pm and welcomed Hampton Firefighter Tom Elliott to the meeting.

**2. APPROVAL OF AGENDA**

**Moved by Hampton Deputy Chief Norm Garnett and seconded by Hampton Chief Mike Raeburn to approve the agenda as presented.**

**Carried**

**3. DECLARATION OF CONFLICT OF INTEREST**

Chair Richard Malone asked if there was anyone with a conflict of interest with any item on the agenda presented.

**None Declared**

**4. APPROVAL OF OCTOBER 9, 2024 MINUTES**

**Moved by Councillor Todd Beach and seconded by Nauwigewauk Deputy Chief Charles MacNeil to approve the meeting minutes of June 12, 2024.**

**Carried**

**5. NEW BUSINESS**

5.1 Pre-Plan Presentation – Presented by Hampton Firefighter Tom Elliott

Hampton Firefighter Tom Elliott introduced himself to the committee and presented his Pre-Plan Presentation. Firefighter Elliott has served for 10 years and has responded to numerous calls where

limited information was available about the location. One of his first calls in Hampton was at a location where there was limited information, which led him to recognize the need for a pre-planning initiative.

Since then, Firefighter Elliott has conducted 12 site visits to date, gathering and documenting essential information about buildings and locations before an emergency occurs. This pre-planning effort provides firefighters with a detailed understanding of a structures layout, potential hazards, access points, fire protection systems, and other crucial details. The information significantly enhances emergency response capabilities and firefighter safety.

During his site visits, Firefighter Elliott is often accompanied by other firefighters, ensuring multiple perspectives and thorough assessments. These visits have also helped increase the fire departments visibility within the community, fostering discussions about emergency safety, site planning, and pre-incident preparedness.

Following the presentation, Chair Richard Malone invited Firefighter Elliott to present the Pre-Plan Presentation to Council at the upcoming February 11th Council meeting.

Firefighter Tom Elliott left the meeting at 7:35 PM.

## 5.2 Ambulance NB

Committee discussion regarding the fire service response to medical calls with Ambulance NB. Fire Chiefs advised that fire departments already have the training, equipment, and resources to respond to medical emergencies as part of their training for rescues. Although Ambulance NB does not typically request fire department assistance, fire services have historically responded to eight types of medical emergencies: Difficulty Breathing/Respiratory Arrest, Seizure, Stroke, Chest Pains/Cardiac Arrest, Hemorrhage/Heavy Bleeding/Laceration, Catastrophic/Fatal Injury, Industrial Accident, and Drowning/Scuba Accident. These are time-sensitive emergencies where immediate intervention can save lives. Communications (COMMS) Dispatch does not want to be responsible for deciding whether fire should be dispatched, so fire departments receive all these types of calls. While they are not always needed, when they are, their presence is important and can make a difference. It was noted that it would be beneficial for the role and contributions of fire departments at medical calls to be more broadly recognized by the Province.

## 5.3 Updates from Hampton Fire Rescue, Nauwigewauk Fire Department & EMO

EMO – Acting EMO Coordinator and Hampton Fire Chief Mike Raeburn met with HEMO Advisory Committee Chair Darrell Banfield, Administrative Assistant Joanne, and IT Services Coordinator Colin Crealock to discuss upcoming committee meeting plans and best ways to share working documents. The first meeting since the committee changes were implemented will take place on Monday, February 10<sup>th</sup>.

Nauwigewauk Fire Rescue – Fire Chief Blair Wanamaker said the fire department has been steady with medical calls. They did respond to a possible structure fire last week, where the driveway was approximately 500 feet and was not plowed, they had to back up the driveway and send firefighters on foot with fire extinguishers until a plow arrived so they could get closer to the home.

Hampton Fire Rescue – For years Hampton Fire Rescue has responded to medical calls within the eight designated emergency categories, even when Ambulance NB is dispatched. Recently Hampton Fire Rescue was accidentally removed from the dispatch, and they were unaware. A call came in where Hampton Fire Rescue was not dispatched, prompting Chief Mike Raeburn to inquire. After discovering the issue, Hampton was re-added to the dispatch list for those eight designated calls. The recent increase in medical calls may be a result of this reinstatement rather than an actual rise in emergency incidents. Chief Raeburn shared recent cases where HFR response had a positive impact on medical emergencies.

**6. NEXT MEETING** – Scheduled for April 28, 2025, at 7pm at the Nauwigewauk Fire Department.

**7. ADJOURNMENT** - At 8:23pm Hampton Fire Chief Mike Raeburn moved to adjourn the meeting.

**Prepared by:**

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Joanne Appleby  
Staff

**Approved by:**

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Richard Malone  
Chair