



**Hampton Protective Services – Fire-Rescue-EMO
Meeting Agenda**

Wednesday, August 5, 2026 @ 7:00 PM

Hampton Fire Rescue – 845 Main St

Attendees:

Todd Beach – Councillor / Chair
Tim Nickerson – Hampton Deputy Chief
Blair Wanamaker – Nauwigewauk Fire Chief
Charles MacNeil – Nauwigewauk Deputy Chief
Ben LeBlanc – Director of Emergency Management
Mike Hickey – Resident Committee Member
Pam McKenzie - Resident Committee Member
Maura Collings - Resident Committee Member (via Teams)

Regrets:

Norm Garnett – Hampton Fire Chief
Darren Greer – Upham Fire Chief

Staff:

Richard Malone – Chief Administrative Officer
Joanne Appleby –Public Works & Utilities / Fire & EMO Coordinator

1. Call to Order

The meeting was called to order by Chair, Councillor Todd Beach at 7:03pm.

Chair Councillor Todd Beach took the opportunity to welcome the new community members, and the committee then went around the table and introduced themselves.

2. Approval of Agenda

Moved by Director of Emergency Management Ben LeBlanc and seconded by Hampton Deputy Chief Tim Nickerson to approve the agenda of the August 5, 2026 as presented.

Motion Carried

3. Disclosure of Conflict of Interest

None Declared.

4. Approval of Minutes

Moved by Nauwigewauk Deputy Chief Charles MacNeil and seconded by Director of Emergency Management Ben LeBlanc to accept the minutes of the April 22, 2026 meeting.

Motion Carried



5. Business Arising from Minutes

None

6. Reports from Departments

6.1. NFD:

The Nauwigewauk Fire Department (NFD) has responded to a number of motor vehicle accidents (MVAs) over the past month, resulting in a busy period for the department. The department recently received a donation from GlobalMedic in the form of a fire skid unit. A fire skid unit is a self-contained system that transforms a pickup truck, utility vehicle, or trailer into a compact, maneuverable firefighting apparatus. The unit includes a 250-gallon poly water tank, a high-pressure pump, hose, and nozzle.

The department is also in the process of acquiring a new pumper truck. The chassis is currently at MetalFab for assembly. While delivery is anticipated for late December, the Fire Chief expects the truck will likely be received early in the new year, which remains within the anticipated project timeline.

Attendance has remained strong throughout the summer months. To provide volunteers with a break during the busy summer season, the department has adopted a modified training schedule, holding training sessions every second Tuesday. Weekly training sessions will resume in September.

The Fire Chief also noted that specialized training will be held in Miramichi in September, with several department members scheduled to attend.

6.2. HFR:

Hampton Fire Rescue (HFR) has responded to approximately 246 calls year-to-date. The department has reported some relief in call volume following recent changes to its medical response protocols. Previously, more than 50% of HFR's calls were medical. After reviewing call data over a six-month period, the department determined that the volume of medical responses was placing a considerable demand on resources. As a result, Hampton Fire Rescue has aligned its medical response with those of surrounding fire departments.

Under the revised response model, HFR will no longer routinely respond to calls involving difficulty breathing, seizures, or strokes unless specifically requested. The department will continue to respond to high-priority or life-threatening medical



emergencies, as well as any incident where Ambulance New Brunswick Dispatch requests fire department assistance.

The tender for the department's new fire truck has been awarded, with delivery anticipated in 2027. Work is also continuing on the specifications for the new Rescue Tender. Members are currently reviewing and finalizing the specifications, with the goal of issuing the tender in the near future.

Since the retirement of former Fire Chief Mike Raeburn, several personnel changes have taken place within the department. Current leadership includes Fire Chief Norm Garnett, Deputy Chief Tim Nickerson, and Assistant Deputy Chief Korey Whitaker. Following Captain Ben LeBlanc's appointment and another firefighter's decision to step down from the role of Lieutenant, two Lieutenant positions became available. The successful candidates were Lieutenant Thomas Elliott and Lieutenant Cody Greer. Hampton Fire Rescue is currently conducting a recruitment campaign and is exploring the possibility of hosting an Open House this fall. The event would support recruitment efforts while also promoting fire prevention awareness within the community. Four members are scheduled to attend training in Miramichi in September. The department is also planning its annual Truck Pull fundraiser in support of Muscular Dystrophy, with a tentative date at the end of September. Earlier this year, HFR held a successful boot drive fundraiser in support of Muscular Dystrophy. Hampton Fire Rescue also recently received a fire skid unit from GlobalMedic, further enhancing the department's emergency response capabilities. The skid unit will be a valuable asset for responding to wildland and forest fires, particularly as these incidents have become more frequent in recent years. It will improve the department's ability to access challenging terrain and respond quickly to fires in remote areas.

6.3. EMO:

Director of Emergency Management Ben LeBlanc provided the Committee with an update on emergency management initiatives. He advised that a meeting of the Emergency Management Working Group is planned for September. Mayor and Council have also been informed that all members will be required to complete Incident Command System (ICS) 402 training. In addition, the Mayor Doucet and Councillor Todd Beach will participate in emergency management training offered by New Brunswick EMO that is specifically designed for elected officials.



The Director of Emergency Management is currently finalizing a Lockdown Policy and is working with the IT Department to evaluate Guardian IMS, a non-intrusive notification system currently used by the City of Moncton. If implemented, the platform could be used to deliver emergency notifications to residents who choose to subscribe. Preliminary discussions have also begun regarding the development of a Business Continuity Plan for Hampton. This will be a significant initiative aimed at strengthening the municipality's ability to maintain essential services and operations during and following a disruption. The planning process will include risk assessments, business impact analyses, and recovery planning to help ensure Hampton is prepared for potential emergencies. Given the scope of the project, the work will take time and will involve leveraging available resources.

6.4. FRSC - Public Safety Committee:

Director of Emergency Management Ben LeBlanc attended the Fire Rescue Services Committee (FRSC) meeting held last Tuesday. It was noted that, based on feedback received regarding apparatus numbering, the committee has adjusted its focus on the proposed numbering approach. Following the recent election, the committee has also finalized its membership.

Director of Emergency Management Ben LeBlanc also reviewed a draft Request for Proposals (RFP) for a regional public safety joint training facility. The proposal remains in the preliminary stages and is intended to leverage existing resources, identify opportunities for enhancement, and address potential service gaps. The initiative would encompass fire, police, and emergency management services throughout the region.

Action Item: Members of the Protective Services – Fire Rescue-EMO Committee were asked to review the draft RFP and provide feedback to Ben LeBlanc and Joanne Appleby by the end of August 2026. This feedback will be submitted for the next scheduled FRSC meeting in September.

Moved by Hampton Deputy Chief Tim Nickerson and seconded by Director of Emergency Management Ben LeBlanc to accept the Reports from Departments as presented.

Motion Carried



7. New Business

7.1. Next Phase of Fire Smart/Community Wildfire Resiliency Plan (CWRP):

Director of Emergency Management, Ben Leblanc provided an overview of the FireSmart Program and the Hampton Community Wildfire Resiliency Plan (CWRP) for the benefit of new Committee members. The Committee discussed the final review of the Hampton Community Resiliency Plan, which was accepted by Council as Phase 1 of the initiative. He also provided an update on the second-round funding application and outlined the anticipated scope of work should funding approval be received.

Action Item: Joanne will circulate a copy of the final Hampton Community Resiliency Plan (phase 1 report) to all Committee members for review. Members are asked to review and familiarize themselves with the recommendations contained within the report. The Committee will continue discussions regarding implementation priorities and next steps at future Protective Services – Fire Rescue-EMO Committee meetings.

7.2. Fire Service RFP – Fire Master Plan:

Richard Malone, Chief Administrative Officer, presented a draft proposal to the Committee for review and feedback. The purpose of the discussion was to confirm the Committee's support of the project scope and to identify any additional items or priorities should be considered for inclusion in the Master Plan.

Action: CAO Richard Malone will have the draft proposal revised into a Request for Proposal (RFP) document and bring forward for final review at the next Protective Services – Fire Rescue-EMO Committee meeting. The goal is to finalize the proposal and submit to Council for consideration during the 2027 budget process.

7.3. GlobalMedic Apparatus Donation:

Committee members noted that this item had already been discussed under the departmental reports. The donation is a significant contribution to local fire services, as GlobalMedic has delivered 663 fire skid units to frontline fire departments across Canada, including 48 units in New Brunswick. These units are now in service and helping to protect lives and property, support wildfire suppression efforts, and provide assistance to neighbouring communities when emergency situations



escalate. The committee recognized the value this equipment brings to rural and volunteer fire departments by enhancing their ability to respond quickly and effectively to a variety of incidents.

8. Outstanding Issues:

8.1. Fire Permits:

Nauwigewauk Deputy Fire Chief, Charles MacNeil, and Director of Emergency Management, Ben LeBlanc, provided the committee with recommended changes of the Hampton Fire Bylaw as it relates to permitting for Recreational Burns, Brush Burns and Fireworks along with the section on Fines and Enforcement.

The committee discussed the recommended changes and provided feedback for consideration. Discussion on timeline for approval and implementation. Council approval of a Bylaw takes two months, so the intent is to have this Bylaw submitted to Council in the fall for consideration/approval, for implementation in January 2027.

8.2 Joint Training Facility:

Discussion from last meeting noted and overall committee agreement that this topic can be deferred to the Fire Master Plan for further evaluation.

9. Next Meeting

The next Protective Services Fire Rescue-EMO Committee meeting will be scheduled for October 7, 2026, at 7pm at Nauwigewauk Fire Department.

10. Adjournment

Moved by Nauwigewauk Deputy Chief Charles MacNeil and seconded by Pam McKenzie that the meeting be adjourned at 9:03pm.

Approved:

Councillor Todd Beach
Chair

Joanne Appleby
Staff Representative