Hampton Protective Services – Fire-Rescue-EMO
Meeting Agenda
Wednesday, October 7, 2026 @ 7:00 PM
Hampton Fire Rescue – 845 Main St

Attendees:
Todd Beach – Councillor / Chair
Norm Garnett – Hampton Fire Chief
Tim Nickerson – Hampton Deputy Chief
Blair Wanamaker – Nauwigewauk Fire Chief
Pam McKenzie - Resident Committee Member
Maura Collings - Resident Committee Member (via Teams)

Regrets:
Charles MacNeil – Nauwigewauk Deputy Chief
Darren Greer – Upham Fire Chief
Mike Hickey – Resident Committee Member

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 7:00pm.

2. **Approval of Agenda**
   Moved by of Hampton Fire Chief Norm Garnett and seconded by Hampton Deputy Chief Tim Nickerson to approve the agenda of the October 7, 2026 as presented.

   Motion Carried

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

   Approval of Minutes
   Moved by Nauwigewauk Fire Chief Blair Wanamaker and seconded by Pam McKenzie to accept the minutes of the August 5, 2026 meeting.

   Motion Carried

4. **Business Arising from Minutes**
   None

5. Reports from Departments

5.1. NFD:

Fire Chief Blair Wanamaker provided an update on departmental activities, noting that the department had a relatively quiet summer, with only a few outdoor fires and medical calls. He advised that Metalfab is currently anticipating a January delivery date for the new fire truck. Training and member attendance have also been going well.

5.2. HFR:

Fire Chief Norm Garnett provided an update on departmental activities, noting that it has been a quieter month, with the department responding to 20 calls. He advised that, as highlighted in the Council report, despite transitioning to responses for emergency medical calls only, the majority of the department's monthly call volume continues to consist of medical incidents.

The Chief also reported that Hampton Fire-Rescue has recently received four incorrectly dispatched calls that were intended for other response areas. To better understand emergency response timelines, Hampton Fire-Rescue has been tracking the time it takes for Ambulance New Brunswick (ANB) to arrive on scene after firefighters have arrived.

Chief Garnett advised that the department experienced an issue with a fitting on one of its fire skid unit that they received; however, the matter has since been repaired. He noted that a trailer for the unit would be beneficial, although available space remains limited.

The new rescue vehicle, the tender documents are expected to be submitted to the Clerk's Office for review shortly, with the goal of finalizing the tender for consideration at the November Council meeting.

Regarding staffing, Chief Garnett reported that recruitment is underway for a full-time firefighter position to replace Ben LeBlanc. Interviews have been completed, and the hiring process is progressing.

5.3. EMO:

Richard Malone, Chief Administrative Officer, provided an update on emergency management matters, noting that he will be attending the NB EMO Region 9 Regional Meeting with area municipalities, which are planning to meet on a quarterly basis. He also advised that he will be overseeing emergency management responsibilities on an interim basis until a replacement is appointed.

5.4. FRSC - Public Safety Committee:

No report was provided, as Ben LeBlanc, Director of Emergency Management, had been attending on Hampton's behalf. Richard Malone, Chief Administrative Officer, noted that it would be beneficial for a representative from Emergency Services to attend these meetings. Until the Director of Emergency Management position is filled, Mr. Malone will circulate the meeting schedule to Norm Garnett, Fire Chief, and Tim Nickerson, Deputy Fire Chief, to determine their availability to attend. This arrangement will remain in place until the Fire Master Plan is completed and future responsibilities are determined.

6. New Business

6.1 Fire Master Plan

Richard Malone, Chief Administrative Officer, provided an update on the Fire Master Plan, noting that Council has approved the project to proceed and that TSI has been engaged to complete the plan. Mr. Malone advised that an initial meeting was held last week to establish key dates and timelines, which have since been shared with the Fire Chiefs and Deputy Fire Chiefs. Meetings are scheduled for October 26, 27, and 28, and will include sessions with Council, one-on-one meetings with Fire Chiefs and Deputy Fire Chiefs, and firefighter surveys. Administrative support and coordination will be provided by staff as additional information becomes available. TSI will also be requesting a significant amount of data, which staff will work to compile. It was further noted that the cost of the Fire Master Plan will be shared between the 2026 and 2027 budgets.

6.2 Personnel

Norm Garnett, Hampton Fire Chief, noted that while updates regarding the Director of Emergency Management position had been covered elsewhere on the agenda, the department recently conducted a recruitment drive and has successfully recruited two new firefighters. Both recruits are scheduled to begin their onboarding process next week.

6.3 Fire By-law

Richard Malone, Chief Administrative Officer, provided an update on the proposed amendments to the Fire Prevention By-law. He noted that the Committee had previously agreed to review and proceed with the proposed changes; however, with Council having approved the Fire Master Plan process, it may be wise to postpone

further consideration of the by-law amendments at this time. Mr. Malone advised that both the current Fire Prevention By-law and the proposed amendments will be provided to TSI for review as part of the Fire Master Plan process. Administration will await the recommendations arising from the Fire Master Plan before proceeding with first, second, and third readings of the by-law amendments by Council.

6.4 Hampton Protective Services – Fire-Rescue-EMO Committee Year End Report

It was discussed that, due to the timing of the next meeting, the review of the Hampton Protective Services – Fire-Rescue-EMO Year End Report will be completed by Administration and circulated to Committee members for approval. Pending Committee approval, the report will be forwarded to Council for consideration at the November Council meeting.

7. Outstanding Issues

7.1 Fire Smart/ Community Wildfire Resiliency Plan (CWRP)

Richard Malone, Chief Administrative Officer, advised that he had followed up on Hampton's application for the second round of funding. He noted that applications are not expected to be reviewed until the new year, as work is still underway on several Phase 1 applications. Mr. Malone further advised that there may be an opportunity to revise and resubmit the application if desired. He recommended that the Committee undertake a further review of the Community Wildfire Resiliency Plan and continue discussions to determine the priorities moving forward.

7.2 Joint Training Facility

The Committee received no new updates on the matter; however, the Fire Chiefs reiterated that the development of a training facility remains a priority. Discussion focused on the benefits and challenges associated with conducting live fire training, with members noting that live fire exercises provide valuable hands-on experience that cannot be fully replicated through simulated training. The Chiefs emphasized the importance of firefighters being exposed to heat, smoke, and real fire conditions in a controlled environment prior to encountering such situations during emergency incidents. They also noted that modern building construction and materials have significantly changed fire behavior, resulting in faster fire growth and increased risks. As a result, the Committee agreed that the need for enhanced training opportunities should continue to be explored and considered as part of the Fire Master Plan process.

8. **Next Meeting**

The next Protective Services Fire Rescue-EMO Committee meeting will be scheduled for January 13, 2027, at 7pm at Hampton Fire Hall.

9. **Adjournment**

Moved by Hampton Fire Chief Norm Garnett and seconded by Nauwigewauk Fire Chief Blair Wanamaker that the meeting be adjourned at 7:47pm.

Approved:

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Councillor Todd Beach	Joanne Appleby
Chair	Staff Representative