

**SUNDRIDGE –STRONG FIRE COMMITTEE
MINUTES
TUESDAY MARCH 4, 2025 at 6:00 P.M.**

PRESENT:

SUNDRIDGE: Justine Leveque (electronically), Shawn Jackson (electronically)

STRONG: Tim Bryson, Jim Ronholm

STAFF PRESENT: Andrew Torrance, Fire Chief
Christine Hickey, Joint Committee Recording Secretary

C1 Call to order

The Chair called the meeting to order at 6:10 p.m.

C2 Approval of Agenda

Resolution #FC2025-001

Moved By: Tim Bryson

Seconded By: Shawn Jackson

THAT the Agenda for the March 4, 2025 meeting of the Sundridge-Strong Fire Committee be approved.

	Yea	Nay	Abstain
Tim Bryson	x		
Justine Leveque	x		
Shawn Jackson	x		
Jim Ronholm	x		

CARRIED

C3 Declaration of Pecuniary Interest - None

C4 Delegations – None

C5 Approval of Previous Committee Minutes ([from December 12, 2024 cancelled meeting](#))

a) October 1, 2024 – Regular Meeting

Resolution #FC2025-002

Moved By: Justine Leveque

Seconded By: Tim Bryson

THAT the October 1, 2024 Regular Meeting Minutes of the Sundridge-Strong Fire Committee be approved as circulated.

	Yea	Nay	Abstain
Tim Bryson	x		
Justine Leveque	x		
Shawn Jackson	x		
Jim Ronholm	x		

CARRIED

b) October 1, 2024 – Closed Meeting

Resolution #FC2025-003
Moved By: Justine Leveque
Seconded By: Tim Bryson

THAT the October 1, 2024 Closed Meeting Minutes of the Sundridge-Strong Fire Committee be approved as circulated.

	Yea	Nay	Abstain
Tim Bryson	x		
Justine Leveque	x		
Shawn Jackson	x		
Jim Ronholm	x		

CARRIED

C7 Closed Session

Resolution #FC2025-004
Moved By: Justine Leveque
Seconded By: Tim Bryson

THAT the Sundridge-Strong Fire Committee move into a Closed Session meeting at 6:12 p.m. to discuss matters as permitted under the authority of Section 239 (2) of the *Municipal Act*, 2001, labour relations or employee negotiations.

	Yea	Nay	Abstain
Tim Bryson	x		
Justine Leveque	x		
Shawn Jackson	x		
Jim Ronholm	x		

CARRIED

Resolution #FC2025-005
Moved By: Justine Leveque
Seconded By: Shawn Jackson

THAT the Sundridge-Strong Fire Committee return to the open portion of the regular meeting at 6:35 p.m. after having discussed only permitted matters.

	Yea	Nay	Abstain
Tim Bryson	x		
Justine Leveque	x		
Shawn Jackson	x		
Jim Ronholm	x		
CARRIED			

C6 Follow Up/New Business

a) Staff Report - Fire Chief's Report ([from December 12, 2024 cancelled meeting](#))

Resolution #FC2025-006

Moved By: Tim Bryson

Seconded By: Justine Leveque

THAT Fire Chief's Report dated December 12, 2024 be received.

	Yea	Nay	Abstain
Tim Bryson	x		
Justine Leveque	x		
Shawn Jackson	x		
Jim Ronholm	x		
CARRIED			

b) Staff Report - Fire Chief's Report

Discussion ensued on the Open Air Burning By-laws for the two municipalities. The Committee directed the Fire Chief to complete a review of the by-laws to provide recommendations where consistencies can be created.

Resolution #FC2025-007

Moved By: Justine Leveque

Seconded By: Shawn Jackson

THAT Fire Chief's Report dated March 4, 2025 be received.

	Yea	Nay	Abstain
Tim Bryson	x		
Justine Leveque	x		
Shawn Jackson	x		
Jim Ronholm	x		
CARRIED			

- c) Fire Services Agreement and Fire Prevention Services - Township of Joly
Re: Discussion from Delegation at May 9, 2024 Meeting (verbal)

Resolution #FC2025-008

Moved By: Tim Bryson

Seconded By: Shawn Jackson

THAT the Township of Joly Fire Services Agreement and Fire Prevention Services were discussed;

AND THAT the Committee direct Staff, pursuant to section 9, to serve notice to the Township of Joly advising that they are in contravention of the Municipal Fire Protection Agreement, Schedule B – Section H Fire Prevention and Public Education;

AND THAT there is a back log of fire prevention actions and fire risk has accrued;

AND THAT Staff be directed to remedy the fire prevention issues and required education as per the rates identified in the current fees and charges by-law with all costs being covered by the Township of Joly.

	Yea	Nay	Abstain
Tim Bryson	x		
Justine Leveque	x		
Shawn Jackson	x		
Jim Ronholm	x		

CARRIED

- d) Staff Memo – Fire Prevention and Public Education Services Memo ([from December 12, 2024 cancelled meeting](#))

Resolution #FC2025-009

Moved By: Justine Leveque

Seconded By: Tim Bryson

THAT Fire Prevention and Public Education Services – Township of Joly Memo dated December 12, 2024 be received.

	Yea	Nay	Abstain
Tim Bryson	x		
Justine Leveque	x		
Shawn Jackson	x		
Jim Ronholm	x		

CARRIED

e) Staff Report - Fire Prevention and Public Education Report 2024

Resolution #FC2025-010

Moved By: Tim Bryson

Seconded By: Justine Leveque

THAT Fire Prevention and Public Education Report dated March 4, 2025 be received.

	Yea	Nay	Abstain
Tim Bryson	x		
Justine Leveque	x		
Shawn Jackson	x		
Jim Ronholm	x		

CARRIED

f) 2025 Sundridge Strong Fire Committee 2025 Meeting Dates ([from December 12, 2024 cancelled meeting](#))

Resolution #FC2025-011

Moved By: Shawn Jackson

Seconded By: Tim Bryson

THAT the 2025 Sundridge Strong Fire Committee Meeting Dates be approved.

	Yea	Nay	Abstain
Tim Bryson	x		
Justine Leveque	x		
Shawn Jackson	x		
Jim Ronholm	x		

CARRIED

g) 2025 Draft Budget – Discussion

Discussion ensued on the 2025 Draft Budget, the Committee is in agreeance with the budget as presented. The Committee will further review the associated costs from Item C6 c) to the proposed budget prior to approving. A special meeting has tentatively been set for May 1, 2025.

Resolution #FC2025-012

Moved By: Shawn Jackson

Seconded By: Justine Leveque

THAT the 2025 Sundridge-Strong Fire Department Draft budget was received and discussed.

AND THAT staff be directed to add associated costs with providing Fire Prevention and Education to the Township of Joly to the draft 2025 budget for further discussion at a special meeting on April 1, 2025.

	Yea	Nay	Abstain
Tim Bryson	x		
Justine Leveque	x		
Shawn Jackson	x		
Jim Ronholm	x		

CARRIED

C7 Closed Session – Item C7 moved to follow C5)

C8 Adjournment

Resolution #FC2025-013

Moved By: Tim Bryson

Seconded By: Justine Leveque

THAT we do now adjourn at 8:19 until April 1, 2025, 2025 at 6:00 p.m. or at the call of the Chair.

	Yea	Nay	Abstain
Tim Bryson	x		
Justine Leveque	x		
Shawn Jackson	x		
Jim Ronholm	x		

CARRIED

Jim Ronholm, Chair

Christine Hickey, Recording Secretary