

**SUNDRIDGE –STRONG FIRE COMMITTEE
AGENDA
THURSDAY JULY 10, 2025 at 6:00 P.M.**

Fire Committee Meetings will be recorded and recordings will be posted on the municipal website. The minutes will remain the official record of meetings.

Join Zoom Meeting

<https://us02web.zoom.us/j/86379765745?pwd=b9PpVYmY56UI9tfKEMUybaZeIPTsgW.1>

Meeting ID: 863 7976 5745

Passcode: 797922

Dial by your location: 1 204 272 7920 or 1 438 809 7799 or 1 587 328 1099

C1 Call to order

C2 Approval of Agenda

Recommendation: THAT the Agenda for the July 10, 2025 regular meeting of the Sundridge-Strong Fire Committee be approved.

C3 Declaration of Pecuniary Interest

C4 Delegations – None

C5 Approval of Previous Committee Minutes

a) April 1, 2025 – Special Meeting

Recommendation: THAT the April 1, 2025 Special Meeting Minutes of the Sundridge-Strong Fire Committee be approved as circulated.

C6 Follow Up/New Business

a) Staff Report - Fire Chief's Report

Recommendation: THAT Fire Chief's Report dated July 10, 2025 be received.

b) Disposal of Surplus Goods - FL80 Pumper Truck (Pumper 611)

Recommendation: THAT Pursuant to Section 22 of Village of Sundridge By-Law 2016-026, the FL80 Pumper (Pumper 611) be declared surplus and staff be authorized to proceed with the disposition through request for bids or a public auction site at a reasonable sale value as determined by the Treasurer for the Village of Sundridge and the Fire Chief.

c) Budget Summary Report

Recommendation: THAT the Budget Summary Report dated July 10, 2025 be received.

d) Correspondence – Ministry of Natural Resources and Forestry – Potential hazardous Fuel Types

Recommendation: THAT the Ministry of Natural Resources and Forestry – Potential hazardous Fuel Types be received.

C7 Closed Session – None

C8 Adjournment

Recommendation: THAT we do now adjourn at _____ until Thursday September 11, 2025 at 6:00 p.m. or at the call of the Chair.

**SUNDRIDGE –STRONG FIRE COMMITTEE
MINUTES
TUESDAY APRIL 1, 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 6:01 p.m.

C2 Approval of Agenda

Resolution #FC2025-014
Moved By: Justine Leveque
Seconded By: Tim Bryson

THAT the Agenda for the April 1, 2025 special 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

a) March 4, 2025 – Regular Meeting

Resolution # FC2025-015
Moved By: Justine Leveque
Seconded By: Shawn Jackson

THAT the March 4, 2025 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) March 4, 2025 – Closed Meeting

Resolution # FC2025-016
Moved By: Shawn Jackson
Seconded By: Tim Bryson

THAT the March 4, 2025 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

C6 Follow Up/New Business

a) Township of Joly – Resolution dated March 11, 2025
 Re: Notice of Default – Fire Protection and Public Education

The Committee was in agreement to discuss Item C6b prior to voting on Item C6 a).
 The Committee voted on the following motion after budget discussions.

Resolution #FC2025-017
Moved By: Justine Leveque
Seconded By: Shawn Jackson

THAT Township of Joly Resolution dated March 11, 2025 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 – April 1, 2025
 Re: Fire Prevention and Education Services – Township of Joly

Resolution # FC2025-018
Moved By: Shawn Jackson
Seconded By: Justine Leveque

THAT Fire Chief's Report dated April 1, 2025 be received;

AND THAT a proposed service plan be provided to the Township of Joly with a focus on the Community Risk Assessment and the development of a Strategic Plan;

AND THAT all other tasks be further defined upon completion of the Risk assessment and Strategic Plan;

AND THAT the proposed costs include a \$1200 administration and Reporting Fee;

AND FURTHER THAT it is anticipated that the Fire Prevention and Education costs to the Township of Joly for 2025 will not exceed \$10,000.

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

CARRIED

c) 2025 Draft Budget – Discussion

Resolution # FC2025-019

Moved By: Tim Bryson

Seconded By: Justine Leveque

THAT the 2025 Sundridge-Strong Fire Department Draft budget be received;

AND THAT the budget be approved with a \$1200 increase to the revenue line for Joly Township Fire Protection and Education;

AND FURTHER THAT the total net operating costs for 2025 are \$439,480 with both Sundridge and Strong share being \$219,740 and the total capital cost for the purchase of the truck being \$735,336 with both Sundridge and Strong share being \$367,668.

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

CARRIED

Adjournment

Resolution # FC2025-020**Moved By: Tim Bryson****Seconded By:**

THAT we do now adjourn at 7:03 pm until Thursday June 12, 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

Fire Chief's Report
Sundridge-Strong Fire Committee
July 10, 2025

Recent Response Information (January 1, 2025, to June 30, 2025)

The SSFD has responded to 67 emergency call outs as of June 30, 2025. The responses have been typical with the exception of 2 wind/storm events that resulted in 10 combined emergency responses.

Staffing

The fire department currently has 22 personnel including the Fire Chief. The department as recently received a new firefighter application as well as an application to join the Auxiliary Support Team.

General Information/Future Discussion

Training

The 2025 training plan has included the following:

- Completion of all training requirements for NFPA 1001 Firefighter I & II
- Completion of Academic Standards and Evaluation provincial certification skills testing for NFPA 1001 Firefighter I & II
- Training and assessment of SSFD specific skills and equipment – pumper set up, portable pump fill site set up, traffic management, dry hydrant fill site set up
- New pumper truck – driver training, basic pumper operations
- Preparation for live fire training/interior offensive firefighting – interior searches, SCBA breathing consumption rates, survival breathing, Mayday's, Rapid Intervention skills, advancing charged hose lines, reduced profile emergency egress from inside a structure, victim removal, fire suppression techniques, direct, indirect, and transitional attack tactics, forcible entry
- Completion of live fire training with the provincial Mobile Live Fire Training Unit – June 1st – 3rd.
- Water movement procedures, skills, and exercises – portable pump operations and fill site setup, tanker/water shuttle operations, pumper operations
- Wildland fire review

Highlights of the 2025 training schedule have included the completion of provincial firefighter skills testing, learning, and driving a new pumper truck, live fire training, and new officer development training. SSFD firefighters have continued their commitment to challenging training in order to be ready for emergency responses.

Firefighter Health and Safety

The Fire Chief will be presenting the Fire Committee with information regarding improving firefighter health and safety. Future discussion will be focused on infrastructure upgrades such as diesel exhaust removal from the truck bays, air filtration and an updated storage space for

firefighter personal protective equipment (structure firefighting clothing and coveralls) which is separate from truck parking area. More information is required before a presentation can be made to the Fire Committee.

Fire Prevention and Education

The current fire prevention focus includes fire safety inspections of assembly occupancies (larger buildings where people gather) within the community, residential smoke and carbon monoxide alarms and forest fire prevention information.

Work has begun on the Township of Joly Community Risk Assessment. Completion of this assessment will assist with developing the strategies for future fire prevention and public education programs conducted in the Township of Joly by the Sundridge Strong Fire Department.

Firefighter commitment

Our firefighters and officers remain very committed to their service to the community.

The firefighters and officers of the SSFD should be commended for their ongoing service and commitment to emergency response and preparedness. Without them there is no service.

Respectfully submitted,

Andrew Torrance
Fire Chief
Sundridge-Strong Fire Department

Report Date
2025-07-04 2:04 PM

Village of Sundridge
Budgetary Control - Fund Cap - Fire
For the Period 2025-01-01 - 2025-06-30

Page 1

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
<hr/>						
Expense Totals:						
G-250-121-1644 - CAPITAL - SUPPLIES & EQUIPMENT			7,153.59	4,100.00	(3,053.59)	74.5-
G-250-121-1645 - CAPITAL - FLEET			735,335.06	735,336.00	0.94	
G-250-121-1647 - CAPITAL - FACILITIES				15,725.00	15,725.00	100.0
<hr/>						
Expense Totals:			742,488.65	755,161.00	12,672.35	1.7
<hr/>						

Accounts Printed: 3

Report Date
2025-07-04 2:04 PM

Village of Sundridge
Budgetary Control - Fund Fire
For the Period 2025-01-01 - 2025-06-30

Page 2

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
FIRE - REVENUE						
G-250-085-0833 - JOLY TWP FIRE CALLS			2,300.58	7,000.00	(4,699.42)	67.1-
G-250-085-0929 - JOLY TWP FIRE SERVICES				18,745.00	(18,745.00)	100.0-
G-250-085-0930 - STRONG TOWNSHIP FIRE			420,639.84	588,008.00	(167,368.16)	28.5-
G-250-087-0830 - DONATION			13.00	200.00	(187.00)	93.5-
G-250-087-0831 - MTO FIRE CALLS		3,423.00	3,423.00	8,000.00	(4,577.00)	57.2-
G-250-087-0833 - FEE FOR SERVICE			100.00	100.00		
G-250-087-0836 - SALE OF SURPLUS EQUIPMENT				25,000.00	(25,000.00)	100.0-
G-250-087-0837 - Miscellaneous Fire Dept Revenue			7,319.79	5,000.00	2,319.79	46.4
G-250-087-0838 - Provincial Funding			8,230.45	8,230.00	0.45	
Revenue Totals:		3,423.00	442,026.66	660,283.00	(218,256.34)	33.1-
Fire Expenses						
G-250-121-1110 - SALARIES AND WAGES		13,507.52	73,920.96	202,500.00	128,579.04	63.5
G-250-121-1210 - EMPLOYER COSTS		2,992.35	24,028.42	55,000.00	30,971.58	56.3
G-250-121-1440 - F F MATERIALS & SUPPLIES		67.67	3,211.30	42,000.00	38,788.70	92.4
G-250-121-1510 - Office Supplies			156.89	2,000.00	1,843.11	92.2
G-250-121-1511 - Office Equipment		560.32	6,781.60	11,800.00	5,018.40	42.5
G-250-121-1521 - Admin/Secretary Fee				4,200.00	4,200.00	100.0
G-250-121-1525 - Hydro/Heat		300.06	3,227.00	6,500.00	3,273.00	50.4
G-250-121-1535 - TELEPHONE/INTERNET		119.83	713.77	1,600.00	886.23	55.4
G-250-121-1536 - ANSWERING SERVICE			3,753.61	4,080.00	326.39	8.0
G-250-121-1539 - ALARM SYSTEM		82.27	237.67	600.00	362.33	60.4
G-250-121-1540 - TRAVEL			85.93	500.00	414.07	82.8
G-250-121-1545 - MEMBERSHIP FEES				500.00	500.00	100.0
G-250-121-1546 - TRAINING		407.03	507.11	46,000.00	45,492.89	98.9
G-250-121-1547 - F F LICENCE REQUIREMENTS			387.25	1,500.00	1,112.75	74.2
G-250-121-1550 - ADVERTISING				100.00	100.00	100.0
G-250-121-1564 - FIRE PREVENTION EXPENSES				3,500.00	3,500.00	100.0
G-250-121-1610 - AUDIT & LEGAL			(3,057.29)	4,000.00	7,057.29	176.4
G-250-121-1615 - INSURANCE			22,117.92	22,500.00	382.08	1.7
G-250-121-1715 - BLDG REPAIR & MAINTENANCE		27.45	1,698.21	14,000.00	12,301.79	87.9
G-250-121-1720 - RADIO LICENSE			1,245.38	1,250.00	4.62	0.4
G-250-121-1725 - COMMUNICATIONS		342.93	2,636.24	11,000.00	8,363.76	76.0
G-250-F01-1440 - VEH MATERIALS AND SUPPLIES		3,272.20	5,314.99	12,000.00	6,685.01	55.7
G-250-F01-1710 - FUEL		80.15	2,042.02	8,000.00	5,957.98	74.5

Report Date
2025-07-04 2:04 PM

Village of Sundridge
Budgetary Control - Fund Fire
For the Period 2025-01-01 - 2025-06-30

Page 3

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
G-250-F01-1715 - VEH REPAIRS & MAINTENANCE		254.42	27,615.64	38,000.00	10,384.36	27.3
Expense Totals:		22,014.20	176,624.62	493,130.00	316,505.38	64.2
Net Surplus (Deficit):		(18,591.20)	265,402.04	167,153.00	98,249.04	58.8

Accounts Printed: 33



TOWNSHIP OF STRONG

Potential Fuel Hazard Classifications for Wildland Fire



1:30,000

Legend

- Major Cities
- Communities
- Municipal Boundaries

Roads

- Expressway / Highway
- Arterial
- Local / Street
- Resource / Recreation
- Winter
- Railway

Potential Hazardous Fuel Types - 100m

- Extreme - C1, C2, C4
- High - C3, M2>50%, M4
- Pine Needs Evaluation - C5, C6
- Low - D1, M2<25%
- Water
- Moderate - M2 >25% - <50%

This drawing, map or plan is a graphical illustration only and may contain cartographic errors or omissions. The true positional accuracy of the information shown hereon has not been verified and must not be used as evidence of the location of legal boundaries. Township lot, block, feature, route, or as a guide to navigation. The Ontario Ministry of Natural Resources and Forestry shall not be liable in any way for the use of, or reliance upon, this map or any information on this map. NAD 1983 UTM Zone 17. © King's Printer for Ontario, 2023. Sources: Land Information Ontario, Aviation, Forest Fire and Emergency Services, and data provided by other Ministries. Date: May 12, 2023. By: Calross Labels, GIS/Database Tech