

**SUNDRIDGE –STRONG FIRE COMMITTEE
AGENDA
THURSDAY NOVEMBER 13, 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/86902481224?pwd=3LhziOTpRaQfjWOxTdIBZriyptlRs.1>

Meeting ID: 869 0248 1224

Passcode: 224881

C1 Call to order

C2 Approval of Agenda

Recommendation: THAT the Agenda for the November 13, 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) September 11, 2025 – Regular Meeting

Recommendation: THAT the September 11, 2025 Regular Meeting Minutes of the Sundridge-Strong Fire Committee be approved as circulated.

b) October 9, 2025 – Special Meeting

Recommendation: THAT the October 9, 2025 Special Meeting Minutes of the Sundridge-Strong Fire Committee be approved as circulated.

c) October 23, 2025 – Special Meeting

Recommendation: THAT the October 23, 2025 Special Meeting Minutes of the Sundridge-Strong Fire Committee be approved as circulated.

C6 Follow Up/New Business

a) Joly – Municipal Fire Protection Agreement – Discussion with Township of Joly
(Request from October 23, 2025 meeting for Township of Joly Member(s) to attend)

Recommendation: THAT the Sundridge-Strong Fire Committee discuss the Draft Fire Protection Agreement with the Township of Joly;

AND THAT _____.

b) Staff Report - Fire Chief's Report

Recommendation: THAT Fire Chief's Report dated November 13, 2025 be received.

c) Staff Report – 2025 Volunteer Firefighter Pension-in-Lieu

Recommendation: THAT Pension-in-Lieu for the Volunteer Firefighters be applied at:

Less than 2 Years of Service – 5% of total honourarium

2 Years of Service – to Fully Trained – 7% of total honourarium

Fully Trained – 9% of total honourarium

AND THAT as per the approved budget, the Pension-in-Lieu payments form part of the 2025 honourariums;

AND THAT a letter accompany the amount thanking the volunteer Firefighters for the service to the community and request that the amount form part of their retirement savings.

d) 2026 Sundridge-Strong Fire Committee Meeting Dates

Recommendation: THAT 2026 Meeting dates for the Sundridge-Strong Fire Committee be approved as presented.

C7 Closed Session – None

C8 Adjournment

Recommendation: THAT we do now adjourn at _____ until Thursday _____, 202_ at 6:00 p.m. or at the call of the Chair.

**SUNDRIDGE –STRONG FIRE COMMITTEE
MINUTES
THURSDAY SEPTEMBER 11, 2025 at 6:00 P.M.**

PRESENT:

SUNDRIDGE: Luke Preston(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 6:00 p.m.

C2 Approval of Agenda

Resolution #FC2025-028
Moved By: Luke Preston
Seconded By: Tim Bryson

THAT the Agenda for the September 11 2025 regular meeting of the Sundridge-Strong Fire Committee be approved.

	Yea	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Luke Preston	x		
Jim Ronholm	x		

CARRIED

C3 Declaration of Pecuniary Interest - None

C4 Delegations – None

C5 Approval of Previous Committee Minutes

a) July 10, 2025 – Regular Meeting

Resolution #FC2025-029
Moved By: Shawn Jackson
Seconded By: Tim Bryson

THAT the July 10, 2025 Regular Meeting Minutes of the Sundridge-Strong Fire Committee be approved as circulated.

	Yea	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Luke Preston	x		
Jim Ronholm	x		

CARRIED

C6 Follow Up/New Business

a) Staff Report - Fire Chief's Report

Resolution #FC2025-030

Moved By: Tim Bryson

Seconded By: Shawn Jackson

THAT Fire Chief's Report dated September 11, 2025 be received.

	Yea	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Luke Preston	x		
Jim Ronholm	x		

CARRIED

b) Staff Report – Joly Municipal Fire Protection Agreement - Renewal

Resolution #FC2025-031

Moved By: Tim Bryson

Seconded By: Shawn Jackson

THAT the Staff Report regarding Joly Municipal Fire Protection Agreement Renewal be received;

AND THAT Staff prepare requested information for further discussion.

	Yea	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Luke Preston	x		
Jim Ronholm	x		

CARRIED

c) Staff Report - FireSmart Canada Presentation

Resolution #FC2025-032

Moved By: Tim Bryson

Seconded By: Shawn Jackson

THAT the FireSmart Canada Presentation from Brendan Adams, Fire Prevention & Assistant Training Officer be received.

	Yea	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Luke Preston (absent)			
Jim Ronholm	x		

CARRIED

Member Luke Preston left the meeting at 6:45 p.m.

d) Disposal of Surplus Goods - FL80 Pumper Truck (Pumper 611) - Update

Resolution #FC2025-033

Moved By: Shawn Jackson

Seconded By: Tim Bryson

THAT the Sundridge-Strong Fire Committee receive the Staff Memo regarding the disposal of FL80 Pumper Truck (Pumper 611).

	Yea	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Luke Preston (absent)			
Jim Ronholm	x		

CARRIED

e) Fleet Replacement Policy - Freightliner M2 Tanker (Tanker 614)

Resolution #FC2025-034

Moved By: Tim Bryson

Seconded By: Shawn Jackson

THAT the Sundridge-Strong Fire Committee receive the Staff Memo regarding the Fleet Replacement Policy - Freightliner M2 Tanker (Tanker 614);

AND THAT respective Councils start the process of funding reserves for the replacement of the tanker;

AND FURTHER THAT a report be prepared with an estimated cost of a tanker and the approximate value of reserves.

	Yea	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Luke Preston (absent)			
Jim Ronholm	x		

CARRIED

f) Budget Summary Report

Resolution #FC2025-035

Moved By: Shawn Jackson

Seconded By: Tim Bryson

THAT the Budget Summary Report dated September 11, 2025 be received.

	Yea	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Luke Preston (absent)			
Jim Ronholm	x		

CARRIED

C7 Closed Session – None

C8 Adjournment

Resolution #FC2025-036

Moved By: Tim Bryson

Seconded By: Shawn Jackson

THAT we do now adjourn at 7:16 until Thursday October 9, 2025 at 6:00 p.m. or at the call of the Chair.

	Yea	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Luke Preston (absent)			
Jim Ronholm	x		

CARRIED

Jim Ronholm, Chair

Christine Hickey, Recording Secretary

**SUNDRIDGE –STRONG FIRE COMMITTEE
MINUTES
THURSDAY OCTOBER 9, 2025 at 6:00 P.M.**

PRESENT:

SUNDRIDGE: Shawn Jackson (electronically),
Vicki Whitmell (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 #FC2025-037

Moved by: Shawn Jackson

Seconded by: Tim Bryson

THAT the Agenda for the October 9 2025 special meeting of the Sundridge-Strong Fire Committee be approved.

	Yea	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Vicki Whitmell	x		
Jim Ronholm	x		

CARRIED

C3 Declaration of Pecuniary Interest - None

C4 Delegations – None

C5 Approval of Previous Committee Minutes - None

C6 Follow Up/New Business

a) Staff Report – Township of Joly - Fire Protection Agreement

Resolution #FC2025-038
Moved by: Tim Bryson
Seconded by: Shawn Jackson

THAT the Sundridge Strong Fire Committee receive the staff report regarding Township of Joly – Fire Protection Agreement;

AND THAT staff be requested to prepare a draft agreement that includes a Cost for annual Service of 15% of the Total Budget for the Fire Department;

AND THAT staff be requested to prepare numbers to provide as a planning document

	Ya	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Vicki Whitmell	x		
Jim Ronholm	x		

CARRIED

C7 Closed Session – None

C8 Adjournment

Resolution #FC2025-039
Moved by: Shawn Jackson
Seconded by: Tim Bryson

THAT we do now adjourn at 7:18 p.m. until Thursday October 23, 2025 at 6:00 p.m. or at the call of the Chair.

	Ya	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Vicki Whitmell	x		
Jim Ronholm	x		

CARRIED

Jim Ronholm, Chair

Christine Hickey, Recording Secretary

**SUNDRIDGE –STRONG FIRE COMMITTEE
MINUTES
THURSDAY OCTOBER 23, 2025 at 6:00 P.M.**

PRESENT:

SUNDRIDGE: Shawn Jackson (electronically), Luke Preston
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 6:00 p.m.

C2 Approval of Agenda

Resolution #FC2025-040

Moved By: Tim Bryson

Seconded By: Shawn Jackson

THAT the Agenda for the October 9 2025 special meeting of the Sundridge-Strong Fire Committee be approved.

	Yea	Nay	Abstain
Tim Bryson	X		
Shawn Jackson	X		
Luke Preston	X		
Jim Ronholm	X		

CARRIED

C3 Declaration of Pecuniary Interest

C4 Delegations – None

C5 Approval of Previous Committee Minutes - None

C6 Follow Up/New Business

a) Staff Report – Township of Joly - Fire Protection Agreement

Resolution #FC2025-041

Moved By: Shawn Jackson

Seconded By: Tim Bryson

THAT the Sundridge-Strong Fire Committee receive the Draft Fire Protection Agreement – Township of Joly and supporting documents;

AND THAT the modifications discussed be included in the draft Fire Protection Agreement and provided to the Township of Joly;

AND THAT The Sundrige Strong Fire Committee request the Township of Joly attend the November 13, 2025 Fire Committee meeting for further discussion.

	Yea	Nay	Abstain
Tim Bryson	X		
Shawn Jackson	X		
Luke Preston	X		
Jim Ronholm	X		
CARRIED			

C7 Closed Session – None

C8 Adjournment

Resolution #FC2025-042
Moved By: Luke Preston
Seconded By: Tim Bryson

THAT we do now adjourn at 7:08 until Thursday November 13, 2025 at 6:00 p.m. or at the call of the Chair

	Yea	Nay	Abstain
Tim Bryson	X		
Shawn Jackson	X		
Luke Preston	X		
Jim Ronholm	X		
CARRIED			

Jim Ronholm, Chair

Christine Hickey, Recording Secretary

MUNICIPAL FIRE PROTECTION AGREEMENT

DATED THIS ____ DAY OF _____, 2025.

B E T W E E N:

**THE CORPORATION OF THE VILLAGE OF
SUNDRIDGE AND THE CORPORATION OF THE
TOWNSHIP OF STRONG**

(hereinafter called "Sundridge-Strong")
OF THE FIRST PART

- and -

THE CORPORATION OF THE TOWNSHIP OF JOLY

(hereinafter called "Joly")
OF THE SECOND PART

WHEREAS Sundridge-Strong has established a Fire Department pursuant to Section 2(4) and 5(4) of the Fire Protection and Prevention Act (the "Act") for the purpose of providing fire protection services in the Village of Sundridge and the Township of Strong;

AND WHEREAS Joly wishes to contract with Sundridge-Strong for the purposes of receiving certain fire protection services as set out herein within specified areas of Joly;

AND WHEREAS pursuant to Section 2(5) of the Act the parties hereto are authorized to enter into this Agreement;

NOW THEREFORE in consideration of the mutual covenants and representations contained in this Agreement, the parties hereto agree as follows:

SECTION 1 - DEFINITIONS AND SCHEDULES

- 1.1 In this Agreement,
- (a) "Fire Area" means the geographical area of Joly as described in Schedule "A" hereto;
 - (b) "Fire Chief" means the fire chief appointed by Sundridge-Strong for the Sundridge-Strong Fire Department;
 - (c) "Fire Department" means the Sundridge-Strong Fire Department established by Sundridge-Strong;
 - (d) "Fire Protection Services" means those fire protection services as described in Schedule "B" hereto.
 - (e) "Fire Prevention and Education Services/Programs" means those services described in Schedule "B" hereto.
- 1.2 The following Schedules are attached hereto and form part of this Agreement:
- (a) Schedule "A" - Fire Area of Joly
 - (b) Schedule "B" - Fire Protection Services & Fire Prevention and Education Services/Programs
 - (c) Schedule "B.2" - Fire Protection Services & Fire Prevention and Education Services/Programs
 - (d) Schedule "C" - Fire Apparatus and Personnel of the Fire Department Available to Respond
 - (e) Schedule "D" - Fees

SECTION 2 - TERM

- 2.1 This Agreement shall commence on January 1, 2026 and terminate on December 31, 2029 unless:
- (a) it has been earlier terminated in accordance with Section 2.2 herein; or
 - (b) it has been earlier terminated for default pursuant to Section 9 herein; or
 - (c) it has been renewed or extended by an amending agreement.

- 2.2 This Agreement may be terminated prior to December 31, 2029 by either party giving written notice to the other party of not less than two (2) months prior to the desired termination date. Provided always that Joly shall pay the full annual fee for any calendar year notwithstanding that the termination date falls within that calendar year.

SECTION 3 - SUNDRIDGE-STRONG RESPONSIBILITIES

- 3.1 Subject to Section 3.3 of this Agreement, Sundridge-Strong agrees to supply the Fire Protection Services to Joly in the Fire Area.
- 3.2 Upon receiving a request from the 911 dispatcher, a designate of Joly, or a person located in the Fire Area, the Fire Department will respond to the request for Fire Protection Services in the Fire Area with, in the opinion of the Fire Chief, the appropriate apparatus, equipment and personnel as set out in Schedule "B" hereto required to accomplish the specific Fire Protection Services requested.
- 3.3 Notwithstanding Section 3.2 above, the Fire Chief may refuse to supply Fire Protection Services to Joly if, in the Fire Chief's opinion:
- (a) the appropriate personnel, apparatus or equipment are required in the Village of Sundridge or the Township of Strong or elsewhere;
 - (b) sufficient resources cannot be mustered;
 - (c) equipment becomes non-functional, or
 - (d) any other situation or reason exists that precludes the safe involvement of the Fire Department to make a response.

Without limiting the generality of foregoing, the refusal by the Fire Chief to supply Fire Protection Services includes the discretion of the Fire Chief to, at any time, order the return of such apparatus, equipment or personnel that is responding to a request for Fire Protection Services or is at the scene in the Fire Area.

- 3.4 If the Fire Chief determines that additional or other assistance is required for the provision of Fire Protection Services in the Fire Area, the Fire Chief shall first request such services from the South River-Machar Fire Department pursuant to an Agreement between Joly and the South River-Machar Fire Department. If the services of the South River-Machar Fire Department are unavailable or insufficient then the Fire Chief may request additional personnel, apparatus or equipment pursuant to the Province of Ontario Mutual Aid Plan.

- 3.5 The parties agree that the Fire Chief is, pursuant to his/her appointment by Sundridge-Strong, the authority having all the powers assigned to him/her under the Fire Protection and Prevention Act and is the person ultimately responsible for the delivery of Fire Protection Services to the Fire Area.
- 3.6 The Fire Chief will report to Joly no later than the 10th day of each month all occurrences in the Fire Area that the Fire Department has responded to in the previous month.
- 3.7 The Fire Department will provide Fire Prevention and Education Services/Programs as set out in Schedule "B.2" hereto required to meet the level of service and circumstances of the Township of Joly.

SECTION 4 - JOLY'S RESPONSIBILITIES

- 4.1 Joly agrees to designate a person who shall be responsible for providing any information or requests to the Fire Chief with respect to the Fire Protection Services required.
- 4.2 Without limiting the generality of Section 4.1 *above*, the designated person will provide the Fire Chief with any Fire Safety Plan required pursuant to the Act or the Ontario Fire Code for any building within the Fire Area.
- 4.3 Joly shall identify all streets and roads in the Fire Area by having them clearly marked at all intersections and the street names also included on Schedule "A" hereto.
- 4.4 Joly shall clearly identify on said Schedule "A" hereto all readily accessible static sources of water in Joly that are available for firefighting operations.
- 4.5 Joly shall identify all bridges under its or any other jurisdictions within the Fire Area, including the identification of weight limits and alternates routes for fire protection apparatus. Any bridges that are unable to carry the weight of fire protection apparatus will be clearly marked in red on Schedule "A" hereto. Joly acknowledges that any bridges so identified may either limit or exclude Fire Protection Services where the use of these bridges is required for the transportation of fire protection apparatus.
- 4.6 Joly shall be responsible for establishing and notifying residents and occupants of the Fire Area, in the manner and to the extent necessary, of the procedures for requesting the Fire Protection Services provided by the Fire Department.

- 4.7 Joly represents and warrants to Sundridge-Strong that it has an approved Emergency Management Program required pursuant to The Emergency Management and Civil Protection Act and that a copy of same will be provided to the Fire Chief upon the signing of this Agreement. Any subsequent amendments to the Emergency Management Program will be communicated to the Fire Chief in a timely manner. Joly further represents and warrants that all appropriate by-laws and resolutions have been made by Council to authorize the activities and responsibilities of the Fire Chief under the Emergency Management Program.
- 4.8 Joly represents and warrants to Sundridge-Strong that it has entered into a Back Up Agreement with the South River-Machar Fire Department to provide a supplemental response for Fire Protection Services in the Fire Area and that such Agreement shall remain in effect during the term of this Agreement.
- 4.10 Joly agrees that, while in the Fire Area for the purposes of providing Fire Protection Services, it has designated the Fire Chief to be the authority having jurisdiction.
- 4.11 Joly agrees that a firefighter or such other person as may be authorized by the Fire Chief may, without a warrant, enter on lands or premises in the Fire Area for the purposes of providing Fire Protection Services.

SECTION 5 - FEES

- 5.1 In consideration of the Fire Protection Services provided by Sundridge-Strong to Joly, Joly agrees to pay Sundridge-Strong the fees as more particularly set out in Schedule "D".
- 5.2 Joly agrees that if at any time there is an increase in insurance premiums or the costs of an insurance deductible that is assessed to Sundridge-Strong, as a result of Sundridge-Strong providing Fire Protection Services to Joly in the Fire Area then Joly will pay such costs to Sundridge-Strong in addition to the said fees.

SECTION 6 - LIABILITY AND INDEMNIFICATION

- 6.1 Sundridge-Strong shall not be liable for any injury to Joly, or to any officers, employees, agents, residents, occupants or visitors of Joly or the Fire Area, or for any damage to or loss of property of Joly, or of any officers, employees, agents, residents, occupants or visitors of Joly or the Fire Area, caused by or in any way related to the performance of this Agreement, including (without limitation) failing to provide Fire Protection Services on any occasion to Joly or for any decision made by the Fire Chief pursuant to Section 3 of this Agreement or the Act.

- 6.2 Joly shall save harmless and fully indemnify Sundridge-Strong, the Fire Department, its officers, employees and agents from and against all claims, liabilities and demands arising directly or indirectly from such injury, damage or loss as referred to in Section 6.1 and such indemnification shall survive the termination of this Agreement.
- 6.3 Sections 6.1 and 6.2 do not apply if the injury, damage or loss was caused by the unauthorized omission or wrongful or negligent act of an officer or employee of Sundridge-Strong or the Fire Department while acting within the scope of his or her employment.
- 6.4 Joly shall not be liable for any injury, damage or loss sustained by personnel, apparatus or equipment of the Fire Department caused by or in any way related to the performance of this Agreement.
- 6.5 Sundridge-Strong shall save harmless and fully indemnify Joly, its officers, employees and agents from and against all claims, liabilities and demands arising directly or indirectly from such injury, damage or loss as referred to in Section 6.4 and such indemnification shall survive the termination of this Agreement.
- 6.6 Sections 6.4 and 6.5 do not apply if the injury, damage or loss was caused by the omission or wrongful or negligent act of an officer or employee of Joly while acting within the scope of his or her employment.

SECTION 7 - CONFIDENTIALITY AND PROTECTION OF PRIVACY

- 7.1 The parties acknowledge and agree that, in the performance of this Agreement, each may be required to have access to information that is confidential or proprietary in nature to the other party ("Confidential Information"). Confidential Information will not include any information that:
- (a) was in the public domain or was created or disclosed for the purpose of being in the public domain;
 - (b) was disclosed to a party by a third party, without breach of any duty of confidentiality;
 - (c) was approved in writing for disclosure, without restriction, by the disclosing party;
 - (d) is required to be disclosed by operation of law or regulation to which either party is subject, notice of such requirement of disclosure to first be provided to the party which owns the Confidential Information, wherever possible; or
 - (e) was developed by either party independently, without a breach of any duty of confidence.

- 7.2 Neither party shall disclose Confidential Information to anyone other than to a designated representative of the party who requires the Confidential Information to perform the Fire Protection Services described in this Agreement. Wherever possible, prior to releasing any Confidential Information to the other, the disclosing party shall obtain from the designated representative of the other party an undertaking to comply with the obligations under this Agreement pertaining to the protection of Confidential Information. Where required by the disclosing party, the other party shall provide written confirmation, satisfactory to the disclosing party, that such designated representatives have agreed to be bound by the terms of this Section 7.

SECTION 8 - DISPUTE RESOLUTION

- 8.1 If during the term of this Agreement, a dispute or disagreement arises between the parties that cannot be resolved by the Fire Chief and the person designated by Joly pursuant to Section 4.1 then same shall be submitted to arbitration under the provisions of the Municipal Arbitrations Act and the decision rendered in respect of such proceedings shall be final and binding on the parties to this Agreement. If for any reason the said arbitration cannot be conducted pursuant to the provisions of the Municipal Arbitrations Act then the parties hereto shall agree to the selection of a single arbitrator and, in the absence of agreement, such arbitrator shall be appointed by a Judge of the Superior Court of Justice and the arbitration shall be carried out pursuant to the Arbitrations Act and the decision rendered in respect of such proceedings shall be final and binding on the parties to this Agreement.

SECTION 9 - DEFAULT

- 9.1 In addition to any other rights and remedies provided in this Agreement or at law, the parties hereto agree that, should either party materially fail to carry out any of the terms, covenants and conditions contained herein or default in any of its obligations under the terms hereof and fail within seven (7) days after receiving written notice from the non-defaulting party to correct or commence to correct any such failure in a fashion acceptable to the non-defaulting party then this Agreement may, at the option of the non-defaulting party, be terminated by giving written notice, to be effective upon receipt provided that the defaulting party shall continue to be liable to the non-defaulting party for all payments due and obligations incurred or begun to be incurred under the Agreement prior to such termination.

SECTION 10 - GENERAL

10.1 Sundridge-Strong and Joly agree that this Agreement may be amended at any time by the mutual consent of the parties in writing.

10.2 Any notices, communications or other information shall be sufficiently given if delivered or sent by prepaid registered mail or facsimile and addressed or sent as specified below:

(a) If to Sundridge-Strong:

(1) The Corporation of the Village of Sundridge
P.O. Box 129, SUNDRIDGE, ON, P0A 1Z0
Attention: Clerk Administrator
Facsimile: (705) 384-7874

(2) The Corporation of the Township of Strong
P.O. Box 1120, SUNDRIDGE, ON, P0A 1Z0
Attention: Clerk Administrator
Facsimile: (705) 384-5892

(b) If to Joly:

The Corporation of the Township of Joly
P.O. Box 519, SUNDRIDGE, ON, P0A 1Z0
Attention: Municipal Administrator
Facsimile (705) 384-0845

10.3 Any notice given in accordance with the methods described above shall be deemed to have been received by the addressee on:

- (c) the date delivered if delivered on a business day of the addressee and if not delivered on a business day, on the next business day of the addressee;
- (d) the third business day of the addressee after the date of mailing, if sent by prepaid registered mail; or
- (e) the date transmitted if sent by facsimile on a business day of the addressee and if not sent by facsimile on a business day, on the next business day of the addressee.

10.4 Either party may change this address or particulars for the purposes of the receipt of any communications pursuant to this Agreement by giving seven (7) days prior written notice of such change to the other party.

- 10.5 If any provision of this Agreement is for any reason invalid, that provision shall be considered separate and severable from the Agreement and the other provisions of this Agreement shall remain in force and continue to be binding upon the parties as though the invalid provision had never been included in this Agreement.
- 10.6 It is expressly agreed by the parties that Sundridge-Strong is acting as an independent contractor and this Agreement does not create the relationship of employer/employee as between the respective employees of Sundridge-Strong or Joly, or of principal and agent or of partnership or joint venture between Sundridge-Strong and Joly or between the officers, employees or agents of either party.
- 10.7 Sections 6, 7, 9 and the preceding subsection 10.6 shall survive the termination or expiration of this Agreement.
- 10.8 This Agreement shall be interpreted, performed and enforced in accordance with the laws of the Province of Ontario.
- 10.9 This Agreement and the attached Schedules constitute the entire Agreement between the parties. There are no undertakings, representations or promises, express or implied, other than those contained in this Agreement.

THIS AGREEMENT has been executed by the parties hereto by their duly authorized representatives on the dates noted below:

By the Village of Sundridge on the ____ day of _____, 20____.

**THE CORPORATION OF THE
VILLAGE OF SUNDRIDGE**

per: _____
Shawn Jackson, Mayor

per: _____
Nancy Millar, Clerk
Administrator

I/we have authority to bind the Corporation.

By the Township of Strong on the____day of_____, 20_____.

**THE CORPORATION OF THE
TOWNSHIP OF STRONG**

per: _____
Tim Bryson, Mayor

per: _____
Caitlin Haggart, Clerk
Administrator

I/we have authority to bind the Corporation.

By the Township of Joly on the____day of_____, 20_____.

**THE CORPORATION OF
THE TOWNSHIP OF
JOLY**

per: _____
Brian McCabe, Mayor

per: _____
Jennifer Martin, Municipal Administrator

I/we have authority to bind the Corporation.

SCHEDULE "A" TO FIRE AGREEMENT BETWEEN THE CORPORATION OF THE
VILLAGE OF SUNDRIDGE, THE CORPORATION OF THE TOWNSHIP OF STRONG
AND THE CORPORATION OF THE TOWNSHIP OF JOLY

FIRE AREA OF JOLY

{Township of Joly to Provide}

SCHEDULE "B" TO FIRE AGREEMENT BETWEEN THE CORPORATION OF THE VILLAGE OF SUNDRIDGE, THE CORPORATION OF THE TOWNSHIP OF STRONG AND THE CORPORATION OF THE TOWNSHIP OF JOLY

FIRE PROTECTION SERVICES

Core Services Provided: (Response and Support) as stated in Schedule "B" of Sundridge-Strong Fire Department Approved Services and Programs – By-Law to Establish and Regulate a Fire Department:

To

Joly Township

A. EMERGENCY RESPONSE

1. Fire Suppression including limited internal rescue and fire attack in accordance with the fire department's level of training, standard operating guidelines, Occupational Health and Safety Guidelines and the number and type of personnel and equipment available to the department and on each specific emergency response.
2. If in the opinion of the Fire Chief or his/her designate deemed unsafe, environmental conditions exist, and special apparatus is not available; then no services shall be provided.
3. Fire Department apparatus shall not enter onto frozen bodies of water (i.e. lakes, rivers, streams) at any time as stated in Schedule "B" Sundridge-Strong Fire Department Approved Services and Programs.
4. Emergency response to properties accessed via private roads, private lanes or private driveways may be limited by the condition of such road, lane or driveway including:
 - a. The ability of such road, lane or driveway to support and accommodate fire department equipment, vehicles and apparatus.
 - b. The failure of the owner of the lands upon which the road, lane or driveway is located or the user of such road, lane or driveway to maintain such road, lane or driveway in a condition that is passable by fire department equipment, vehicles and apparatus as deemed by the Incident Commander in charge.

B. FIRE SUPPRESSION

1. Suppression of residential, public and commercial structure fires and related outbuildings deemed accessible.
2. Protection of residential, public and commercial structures threatened by fire, deemed accessible.
3. Structural Firefighting Services:

a. For the purpose of this Schedule, "Structural Firefighting" shall have the same meaning as Structural Firefighting as defined by NFPA 1720, *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments*.

b. Interior Search and Rescue – Shall be provided when possible and as appropriate in accordance with the following:

Service shall be provided to search for and rescue endangered, trapped or potentially trapped persons within the structure.

Service shall be provided only when, in the opinion of the Fire Chief or most Senior Officer in charge, all of the following are true:

- i. A scene risk assessment has been completed, and the level of risk reasonably justifies entry into the structure;
- ii. Building integrity permits entry into the structure;
- iii. Sufficient Trained Firefighter staffing is deployed at the fireground;
- iv. Reliable water supply with adequate flow can be sustained;
- v. Adequate fireground supervision and support is provided.

c. *Interior Fire Suppression (Offensive Operations)* – Shall be provided when possible and as appropriate in accordance with the following:

Service shall be provided to contain the fire and prevent further loss of property.

Service shall be provided only when, in the opinion of the Fire Chief or most senior Officer in charge, all of the following are true:

- i. A scene risk assessment has been completed, and level of risk reasonably justifies Firefighter entry into the structure;

- ii. Building integrity permits entry into the structure;
- iii. Sufficient Trained Firefighter staffing is deployed at the fireground;
- iv. Reliable water supply with adequate flow can be sustained;
- v. Adequate fireground supervision and support is provided

- d. *Exterior Fire Suppression (Defensive Operations)* – Shall be provided when possible and as appropriate, in the opinion of the Fire Chief or most senior Officer in charge, in accordance with the following:

There shall be no expected rescue component with this service.

Service shall be provided to prevent fire spread to adjacent areas.

Service shall be provided when Interior Fire Suppression is not possible or appropriate.

Service shall be provided as water supply permits.

4. Rural Firefighting Operations:

Rural firefighting operations using tanker shuttle service shall be provided in areas without municipal water supply and best efforts shall be exercised to conform to NFPA 1142, *Standard on Water Supplies for Suburban and Rural Fire Fighting*.

- 5. Suppression of vehicle fires if deemed accessible involving private and commercial vehicles.

C. HAZARDOUS MATERIALS INCIDENT RESPONSE

Service shall be provided at the Awareness Level in accordance with NFPA 1072, *Standard for Competence of Responders to Hazardous Materials Incidents*.

Hazardous materials response services at the NFPA 1072 Operations or Technician Level shall not be provided by the Fire Department.

D. RESCUE

Based on Training and Equipment and manpower availability, the following will be done:

Vehicle Accident Services:

The Fire Department shall respond to vehicle accidents (including off road vehicles) to provide the following services:

- i. Stabilizing the scene of the accident;
- ii. Stabilizing the vehicles involved in the accident;
- iii. Providing aid to injured or trapped persons;
- iv. Mitigating adverse effects to the natural environment.

Vehicle Extrication Services:

Vehicle search and rescue services, including extrication, shall be provided at the Technician Level in accordance with NFPA 1670, *Standard for Operations and Training for Technical Search and Rescue Incidents*.

Water and Ice Rescue Services:

- (a) *Surface Water Rescue* – Service shall be provided at the Awareness Level in accordance with NFPA 1670, *Standard for Operations and Training for Technical Search and Rescue Incidents*, and only include shore based operations.
- (b) *Swift Water Rescue* – Service shall be provided at the Awareness Level in accordance with the NFPA 1670 standard.
- (c) *Ice Rescue* – Service shall be provided at the Awareness Level in accordance with the NFPA 1670 standard *and* only include shore based operations.
- (d) *Dive rescue* – Service shall be provided at the Awareness Level only in accordance with the NFPA 1670 standard.
- (e) Recovery services to retrieve animals, property, or human remains by entering into or onto a body of water, or onto ice over a body of water, shall not be provided by the Fire Department.

E. TRANSPORTATION

Transportation Incidents involving Vehicles, Trains, Aircraft, Watercraft:

Response shall be provided to large-scale transportation incidents that may involve large numbers of casualties, widespread damage to property, and/or significant environmental impact as deemed by the Incident Commander in charge based on department training, manpower and equipment available.

F. PUBLIC UTILITIES

Public Hazard Assistance Services:

- (a) *Carbon monoxide Incidents* – Response shall be provided to carbon monoxide alarms and emergencies.
- (b) *Public Utility Incidents* – Response shall be provided to public utility incidents that pose a public hazard, including:
 - i. Electrical utility emergencies

G. MEDICAL AID

Tiered Medical Assistance Services:

Service shall be provided in accordance with the Emergency Medical Tiered Response Agreement between the Parry Sound District EMS and the Sundridge-Strong Fire Department.

H. FIRE PREVENTION AND PUBLIC EDUCATION

Will be the responsibility of the Fire Department as stated in Schedule “B.2”.

I. INSPECTIONS, ENFORCEMENT & INVESTIGATION

Inspection Upon Request

The fire inspection program ensures compliance with legislated life safety and property preservation standards as per the Ontario Fire Code and the Fire Protection and Prevention Act.

Fire inspections are completed for all commercial and multi-residential buildings upon request. Single family residential inspection also occurs upon request by owner of it (the building) if there is a complaint related to potential violation of the Ontario Fire Code. The inspections ensure that the appropriate fire safety equipment and fire and life safety conditions are maintained.

Pursuant to Section 11 of The Fire Protection and Prevention Act 1997, S.O. 1997, c. 4 f, the Fire Chief for the Sundridge-Strong Fire Department shall be appointed as the Assistant to the Fire Marshal for Joly Township in order to conduct inspections and enforcements.

Fire Regulation Enforcement Upon Request

Enforcement action is taken in the form of a formal citation (ticket) to ensure compliance with the Ontario Fire Code and the Fire Protection and Prevention Act. Enforcement can include all options under the Fire Protection and Prevention Act, 1997, including prosecution under the Act or the Provincial Offences Act.

J. Investigation - Origin & Cause

Investigation and analysis of fire-related incidents to determine the cause of the incident and the origin of any resulting fire.

Note: Investigations are conducted in collaboration with other agencies such as the Office of the Fire Marshal and Police.

SCHEDULE "B.2" TO FIRE AGREEMENT BETWEEN THE CORPORATION OF THE VILLAGE OF SUNDRIDGE, THE CORPORATION OF THE TOWNSHIP OF STRONG AND THE CORPORATION OF THE TOWNSHIP OF JOLY

B.2 Fire Prevention and Public Education

B.2.1 Fire Inspection Services:

- (a) Conducting complaints inspections.
- (b) Conducting vulnerable occupancy inspections.
- (c) Conducting requested inspections.
- (d) Routine inspections may be conducted.
- (e) Conducting licensing inspections.
- (f) Enforcing code compliance.
- (g) Enforcing municipal by-laws.
- (h) Issuing permits.
- (i) Preparing reports and issuing written responses to requests.

B.2.2 Public Education Services:

- (a) Providing fire and life safety public education programs.
- (b) Facilitating smoke alarm and carbon monoxide alarm initiatives.

- (c) Distributing public safety messaging to the media.
- (d) Delivery of specialized programs.

B.2.3 Fire Investigation Services:

- (a) Determining cause and origin of fires and explosions.
- (b) Assessing code compliance.
- (c) Determining effectiveness of built-in suppression features.
- (d) Determining compliance with building standards.
- (e) Interacting with police, fire investigators, and other agencies.
- (f) Supporting criminal prosecutions, including appearances in court.

B.2.4 Plans Examination Services:

- (a) Reviewing and approving fire safety plans.

B.2.5 Risk Assessment Services:

- (a) Conducting community fire risk assessments.
- (b) Compiling, analyzing and disseminating functional statistics.
- (c) Selecting appropriate fire service programs.

B.2.6 Consultation Services:

- (a) Consulting with families, schools, health professionals, and police with respect to TAPP-C and other juvenile fire starting programs.
- (b) Consulting with architects, engineers, planners, and builders.
- (c) Interacting with building departments.
- (d) Interacting with other government agencies.
- (e) Providing input into fire prevention policy development.

B.2.7 Assistant to the Fire Marshal Services – Fire Prevention:

- (a) Duties of Assistant to the Fire Marshal shall be carried out as prescribed by the *Fire Protection and Prevention Act*.

SCHEDULE "C" TO FIRE AGREEMENT BETWEEN THE CORPORATION OF THE VILLAGE OF SUNDRIDGE, THE CORPORATION OF THE TOWNSHIP OF STRONG AND THE CORPORATION OF THE TOWNSHIP OF JOLY

FIRE APPARATUS AVAILABLE TO RESPOND

- (a) Two (2) - Pumpers 1050GPM/900 -1000 gal. water storage
- One (1) - Tanker Truck 1500 gal. water storage with port. pump
- Two (2) - Collapsible water tanks 1500 gal. storage
- Two (2) - Auto extrication (all necessary equipment)
- One (1) - Rescue Truck
- One (1) – Covered Trailer (used as command/rehab site)
- One (1) – ATV (with tracks in winter)
- One (1) - Rescue Sleigh (remote rescue transportation)
- One (1) – Fire Prevention Truck

FIRE APPARATUS RECOMMENDED TO RESPOND IN SPECIFIC SITUATIONS

- (a) **Structure Fires and Motor Vehicle Accidents-** One (1) Pumper a second Pumper Truck could be deployed as necessary, one (1) Tanker, one (1) Rescue Truck
- (b) **Hazardous Material Incidents** - One (1) Pumper, one (1) Rescue, one (1) Tanker
- (c) **Snowmobile/ATV MVC Incidents** - One (1) Rescue Truck, one (1) Covered Trailer, one (1) ATV, one (1) Rescue Sleigh
- (d) **Medical Response Tiered** - One (1) Rescue Truck
- (e) **Extrication Services** - One (1) Rescue Truck, one (1) Pumper Truck, one (1) Tanker
- (f) **Fire Inspection Upon Request or Complaint** - One (1) Fire Prevention Vehicle

SCHEDULE "D" TO FIRE AGREEMENT BETWEEN THE CORPORATION OF THE VILLAGE OF SUNDRIDGE, THE CORPORATION OF THE TOWNSHIP OF STRONG AND THE CORPORATION OF THE TOWNSHIP OF JOLY

FEES

ANNUAL FEE

Pursuant to Section 5 of the Agreement, the annual fee payable by the Township of Joly each year shall be as follows:

Year	Total Fee
2026	\$85,000
2027	\$91,800
2028	\$99,144
2029	\$107,076

Any overdue payments of fees shall be subject to the additional payment of interest at the rate of 12% per annum.

Fire Chief's Report
Sundridge-Strong Fire Committee
November 13, 2025

Recent Response Information (January 1, 2025, to November 9, 2025)

The SSFD has responded to 115 emergency call outs as of November 9, 2025. A full summary of 2025 incident data will be presented at the first Fire Committee meeting in 2026.

Staffing

The fire department currently has 20 personnel including the Fire Chief. Presently there is very limited firefighter availability during the daytime hours (7:00 am to 5:00 pm). Daytime staffing is impacted when very few firefighters are employed in the local area leaving very few available firefighters for emergency response. SSFD daytime response is heavily reliant on the Fire Chief and Fire Prevention Officer being available for emergency responses.

General Information/Future Discussion

Training

The fall training program is focused on auto extrication, Standard First Aid and Basic Life Support recertification, chimney fire operations, ladder operations, forcible entry skills as well as fundamental firefighting skills.

Firefighter Health and Safety

In September the SSFD applied for funding through Office of the Fire Marshal Fire Protection Grant. The purpose of this application is to assist with funding a project that would improve air quality in the apparatus bay of the fire hall by removing diesel exhaust particulates through ceiling mounted filters. If successful in receiving the grant it will pay for the initial installation and the first ceiling mounted filtration system. This project is an important step in improving firefighter health and safety and will require future capital budget expenditures to complete the system.

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.

Public education engagements have included fire hall tours, fire safety presentations and fire extinguisher training programs.

The Township of Joly Community Risk Assessment is in a final draft form and almost ready for presentation. 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

Sundridge-Strong Fire Committee

2026 Sundridge-Strong Fire Committee Meeting Dates
Thursday February 12, 2026 at 6:00 p.m.
Thursday May 14, 2026 at 6:00 p.m.
Thursday September 10, 2026 at 6:00 p.m.
Thursday December 10, 2026 at 6:00 p.m.

Please note:

Unless otherwise posted, all meetings are held at the Sundridge-Strong Fire Hall, 10486 Highway 124, Sundridge, starting at 6:00 p.m.