



THE CORPORATION OF THE TOWNSHIP OF HORTON  
**PROTECTIVE SERVICES COMMITTEE**

November 16<sup>th</sup>, 2023  
5:00 p.m.

1. Call to Order
2. Declaration of Pecuniary Interest
3. Minutes from Previous Meeting
  - i. September 21<sup>st</sup>, 2023 **PG.2**
4. 2024 Budget Review **PG.4**
5. Fire Chiefs Report and Update **PG.5**
6. Staff/Committee Members Concerns
7. New Business
8. Next Meeting Date
  - i. January 18<sup>th</sup>, 2024 – 5:00 p.m.
9. Adjournment

**RETURN TO AGENDA**

## THE CORPORATION OF THE TOWNSHIP OF HORTON

**Protective Services Committee Meeting**September 21<sup>st</sup>, 2023

5:00 p.m.

There was a Meeting of the Protective Services Committee held on Thursday September 21<sup>st</sup>, 2023, in the Horton Council Chambers. Present was Chair Daina Proctor, Councillor Glen Campbell.. Staff present was Fire Chief Allan Cole, Deputy Fire Chief Mike Fortier, and CAO/Clerk Hope Dillabough – Recording Secretary.

Mayor Bennett and Public Advisory Member Spencer Hopping sent their regrets.

**1. CALL TO ORDER**

Chair Proctor called the meeting to order at 5:02 p.m.

**2. DECLARATION OF PECUNIARY INTEREST**

There was no declaration of pecuniary interest expressed by Members of the Committee.

**3. MINUTES FROM PREVIOUS MEETING**

i) July 6<sup>th</sup>, 2023

Moved by Councillor Campbell

Seconded by Councillor Proctor

**THAT** the Protective Services Committee accept the Minutes of July 6<sup>th</sup>, 2023.

**Carried**

**4. MLES Report April – June 2023**

Chair Proctor reviewed the MLES Report. There were questions regarding a fine that was issued on Pinnacle Road as it was missing from the report. CAO/Clerk Dillabough is to question and clarify with MLES. CAO/Clerk Dillabough is also going to find out the process followed after a fine is issued to educate the Committee.

**5. FIRE CHIEF'S REPORT AND UPDATE**

Fire Chief Allan Cole presented the report. Chief Cole presented the calls for service from July 5<sup>th</sup> to September 18<sup>th</sup>, 2023 which totalled to eight (8). Chief Cole discussed the tour of the Training Tower and potential future training centre at CNL.

Fire Prevention Week is coming up to October 8-14<sup>th</sup>, 2023 and the theme is "Cooking Safety Starts with YOU". The Fire Department has Fire Prevention Week kits ready and will be distributing through their annual Haunted Horton Fire Hall on October 31<sup>st</sup>.

Chief Cole discussed how he is actively working with their local OFM (Ontario Fire Marshal) Fire Protection Advisor to possibly host an in-person session "Essentials of Municipal Fire Protection – a Decision Makers Guide" that would benefit Horton and neighbouring municipalities within the County.

Deputy Chief Mike Fortier presented the Request for Quotation submissions for 9837 Vehicle Replacement. Tenders were received up to 4:00 p.m. Friday September 1<sup>st</sup>. There were three (3) bid submissions. Committee reviewed the bid submissions and details.

There was discussion regarding the Renfrew County CACC Fire dispatching hardware replacement. County Council approved the sole source purchase of a new console and radio system. The County has provided payment details to all municipalities now calculated by weighted assessment versus being split evenly. Chair Proctor is to discuss with the Mayor regarding the discussion held at County Council. CAO/Clerk Dillabough is to reach out to County Staff to determine payment options as

**RETURN TO AGENDA**

the municipality is currently preparing for the 2024 Operating and Capital budget.

Chief Cole reminded Committee of the Horton Firefighters Association 3<sup>rd</sup> Annual Fall Classic Golf Tournament being held on Saturday, October 14<sup>th</sup>, 2023 at the Renfrew Golf Club. Deputy Chief Fortier is to send the sponsorship package to CAO/Clerk Dillabough to bring forward to Council.

Moved by Councillor Campbell

Seconded by Councillor Proctor

**THAT** the Protective Services Committee recommend to Council to accept the bid proposed by Blue Mountain Chrysler with the addition of a Crew Cab and Winch option for a total cost of \$84,092.34 including HST;

**AND THAT** upon receipt of the new truck and properly outfitted with existing gear, truck 9837 be declared surplus.

**Carried**

**6. NEW BUSINESS**

**7. NEXT MEETING DATE**

The next meeting will be held November 16<sup>th</sup>, 2023, at 5:00 p.m.

**8. ADJOURNMENT**

Chair Proctor declared the meeting adjourned at 5:50 p.m.

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CHAIR Daina Proctor

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CAO/Clerk Hope Dillabough

**Fire Department - Extended Forecast**

Year	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Notes
Computers- Programming Upgrades		\$1,500		\$1,500		\$1,500		\$1,500		\$1,500		
Apparatus Replacement - Unit 9837 2500 Series 4 x 4 Truck	\$85,000											
Apparatus Replacement - Unit 9717 Tanker 3000 USG		\$375,000										
Apparatus Replacement - Unit 9624 Mini Pumper			\$325,000									
Building	\$10,000											Walkway - Side Entrance - New Exterior Door Upgrades
SCBA (Replacement) (Additional)	\$36,000	\$36,000					\$36,000	\$36,000	\$36,000			\$12,000.00 ea. (est.) includes bottle
SCBA - Additional Composite Air Bottle	\$6,000	\$6,000	\$6,000	\$6,000		\$60,000						Estimated Cost per Bottle \$3000.00. Replace 20 in 2029. Lifespan 15 yrs
Replace PPV Fan-Portable Pumps-Forestry Pumps	\$10,000	\$20,000	\$20,000									Equipment to be replaced is 25+ yrs old
Training Area Upgrades - Sea Container x 2		\$25,000										Training equipment-Sea Can & Stairwells for interior attack training
Dry Hydrant		\$8,000	\$9,500									Install additional Hydrant 2025 - Dredge pond at Jackson Toyota 2026
Turnout Gear	\$18,000		\$18,000		\$18,000		\$18,000		\$18,000		\$18,000	Estimated Costs \$3000.00 per set
Thermal Camera				\$15,000								Replacement for existing unit.
Pagers	\$3,250	\$3,250	\$3,250	\$3,250								per unit cost est \$650.00
Portable Radios	\$3,750	\$3,750	\$3,750	\$3,750								Per unit cost est \$750.00
CACC Dispatch Radio Console Upgrades		\$11,500			\$12,000	\$12,000						phase 1 & 2 of CACC console upgrade
County Radio Dispatch System Upgrades (towers & infrastructure)		\$60,000	\$60,000	\$60,000								expected that the County will download costs associated with tower system upgrades
Communication Equipment Upgrade Radios				\$65,000								Base Unit, 4 Truck Radios
Generator - Fire/Off - Emerg. Equip									\$30,000			Upgrade Generator to Auto Start
<b>Total</b>	<b>\$172,000</b>	<b>\$550,000</b>	<b>\$445,500</b>	<b>\$154,500</b>	<b>\$30,000</b>	<b>\$73,500</b>	<b>\$54,000</b>	<b>\$37,500</b>	<b>\$84,000</b>	<b>\$1,500</b>	<b>\$18,000</b>	



## Township of Horton COUNCIL / COMMITTEE REPORT

<b>Title:</b>  Monthly Fire Report	<b>Date:</b>	November 16, 2023
	<b>Council/Committee:</b>	Protective Services Committee
	<b>Author:</b>	J. Allan Cole – Fire Chief
	<b>Department:</b>	Fire Department

### CALL OUTS/RESPONSES:

Call-Outs/Responses September 19, 2023 to November 13, 2023

Total this period – nine.

- MVC – (x5)
- Structure Fire-Shed – (x1)
- General Fire Alarm Activation – (x1)
- Call Cancelled en Route – (x1)
- Locked Door Access Request – (x1)

### MEETINGS:

Upcoming Mutual Aid Coordinator Meeting 2023-11-15

### TRAINING/WORKSHOPS:

- Practical Evolutions NFPA 1001 FF1&2 to meet minimum requirements of Ontario Seal

### CORRESPONDENCE:

- Notification of Appointment – Alternate Renfrew County Mutual Aid Coordinator
- OFM Memo – Saved by the Beep (Smoke Alarm Initiative)
- HFD received a request from a ratepayer concerning Fire Insurance Coverage and if Horton Fire is Superior Water Shuttle Accredited within the requirements of FUS. Currently HFD is not Accredited.

### FIRE PREVENTION/INSPECTION:

- Fire Prevention Week is October 08 – 14, 2023.
- This year's theme is "Cooking Safety Starts With YOU"
- Our Annual Haunted Horton Fire Hall activity was on October 31, 2023. Fire Prevention literature was made available to all participants.

**RETURN TO AGENDA**

## **OUTSTANDING ISSUES/OLD BUSINESS:**

### **Fire Department Access on Private Roads within the Municipality (Left on for Reference)**

There are 149 registered Roads in the Township that have 911 addresses attached to them (Info based on CACC 911 Reporting Data).

Of the 141 registered Roads, 61, or 43% are deemed to be Private Roads not maintained by the Municipality and of varying roadbed condition.

We have completed the Private Road Condition Assessment on 61 Private Roads in the Township.

Based on our observations there are a sizeable number of 911 addresses located on private roads where we, as a Fire Department, could not provide the same level of service as would be expected of 911 addresses on Municipally Maintained Roads.

The following are some suggested options based on reviews of situations encountered with other municipalities having similar conditions.

- 1- Based on above, evaluate whether the FD has the appropriate equipment to meet the needs of the homeowners of these roads and consider alternate methods of response that may meet the minimum standards (IE: perhaps we would be well served with a Mini-Pumper for this type of work-dependent on number of roads, # of homeowners, # of roads inaccessible by the larger trucks etc.)
- 2- Consider either a) developing a By-Law establishing minimum road standards and enforcing compliance or b) revise the current E&R By-Law to indicate that HFD will do it's best to provide an appropriate level of service but based on road condition we may not be able to.
- 3- Inform all homeowners serviced by Private Roads of the level of Emergency Response they are most likely to get based on the above.

### **Update:**

On Sunday October 22 we responded to a structure fire (Generator Shed) at a hunt camp on a private/bush road (Calvin Road) that we didn't even know there were dwellings in there. Responding in a rain storm with very unfavorable road conditions getting in presented a number of challenges to firefighters to extinguish the blaze.

This is another point in favour of matching apparatus to the requirements of the municipality and, although these are isolated incidents, there are concerns for the safety of life and property in these remote locations.

One interim step to address this may be to begin a campaign to homeowners in these remote locations to the effect of; If you require emergency services and they cannot get to you in a reasonable time, what steps have you made to keep yourself safe? Potential options would be things like keeping a cottage pump on site (if water source available), ensuring adequate or additional fire extinguishers, ensuring a comprehensive first aid kit is available any people know



Horton Firefighters Association will be publishing a listing of charitable donations made as a result of the fundraising.

Many thanks to the Corporation of the Township of Horton for their support of this venture.

## **NEW BUSINESS**

### **Firefighter Recruitment/Retention**

We have received a notice of resignation from one of our probationary firefighters.

Current roster sitting at 18 Firefighters All Ranks. (please see attached notice of resignation)

I would like to comment that this is the way to submit a resignation letter.

Best of luck to Brodie Bennett in his new role as a Career Firefighter with Iqaluit Fire Department.

### **Annual Pump Testing**

Annual Pump Testing on Units 9614 and 9624 was completed in September.

Testing was successful with minor repairs required on 9624.

### **Annual SCBA Flow Testing**

Flow testing completed on 10 SCBA paks and 17 Facepieces.

There were no identified concerns with any of the SCBA.

### **Haunted Fire Hall / Fire Prevention**

On Tuesday October 31 a number of Ghosts and Goblins descended upon the Haunted Fire Hall for a snack, a quick scare, a meet and greet with Sparky the Fire Dog and a goodie bag filled with treats and Fire Prevention goodies.

We estimated that between 80 to 90 small trick or treaters and their parents came to our Hall and we once again consider this as a success for the Department, the Township and for Fire Prevention.

Special thanks to those firefighters who went over and above once again to put on such a good show.

Also Special Thanks to Our Sponsors, without who's help this event would not/could not take place.

My-FM

Giant Tiger

Renfrew Rent-All Event Tent Rentals

Janet Fortier

**Prepared by:** *J. Allan Cole, Fire Chief*

**Reviewed by:** *Hope Dillabough, CAO/Clerk*



Dear Allan and Mike,

I am writing this letter to formally resign from my position as a volunteer firefighter with Horton Fire, effective Immediately, November 9th, 2023 . After careful consideration, I have accepted a full-time firefighter position elsewhere, which necessitates my departure from this volunteer role.

I want to express my sincere gratitude for the invaluable experiences and camaraderie I have gained during my time as a volunteer firefighter. Working alongside such a dedicated and passionate group of individuals has been an honour, and the skills and knowledge I have acquired here will undoubtedly contribute to my continued growth in the firefighting profession.

I appreciate the support and guidance provided by the entire team, and I am proud to have been part of a department that is committed to serving the community with excellence. While I am excited about the new opportunity that lies ahead, leaving Horton Fire is not without a sense of sadness.

I will always cherish the memories and experiences gained during my time at Horton Fire, and I hope our paths cross again in the future. Thank you once again for the privilege of serving as a volunteer firefighter.

Wishing the entire Horton Fire Department team continued success and safety.

Sincerely,

David Brodie Bennett

**Ministry of the Solicitor General****Office of the Fire Marshal**

25 Morton Shulman Avenue  
Toronto ON M3M 0B1  
Tel: 647-329-1100  
Fax: 647-329-1143

**Ministère du Solliciteur général****Bureau du commissaire des incendies**

25, avenue Morton Shulman  
Toronto ON M3M 0B1  
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Télééc. : 647-329-1143



**MEMORANDUM TO:** All Ontario Fire Chiefs

**FROM:** Jon Pegg  
Ontario Fire Marshal

**DATE:** October 24, 2023

**SUBJECT:** Test Your Smoke Alarm Day and Saved by the Beep Campaign

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I would like to start with my sincere appreciation for the work that Ontario's fire service does all year long to support and spread the message that working smoke alarms save lives. This has not gone unnoticed.

Yet, as you all know, there are still too many preventable deaths due to absent or non-functional smoke alarms. It remains an ongoing challenge to ensure that the public understands that smoke alarms are required by law and save lives.

This year, my office spearheaded the Saved by the Beep campaign and initiated Ontario's first Test Your Smoke Alarm Day on September 28<sup>th</sup>, in partnership with the Fire Marshal's Public Fire Safety Council (FMPFSC), the National Fire Protection Association, the Ontario Association of Fire Chiefs, the Ontario Professional Fire Fighters Association, the Ontario Municipal Fire Prevention Officers Association, and the Ontario Association of Fire Educators.

When we launched this campaign, we hoped to have the support of fire chiefs and all members of the fire service across Ontario to reach an audience that had not connected with previous fire safety education efforts. We are humbled to see that fire services not only used the materials and products but also embraced the vision of approaching fire safety public education in new and creative ways.

Proof that we had your support was immediately clear with the campaign messaging spreading across communities the first week that the campaign was announced. I want to acknowledge and thank you all for your efforts. The buzz that was created over the summer was loud enough to be heard across the country; in fact, the Canadian Council of Fire Marshals and Fire Commissioners supported the campaign with individual provinces and territories participating to varying degrees.

A point I stressed to everyone at Operation SAFER was to not be afraid of trying something new, different, and outside the box if it means changing public behaviour around smoke alarms. It is clear that you jumped at the opportunity to communicate differently.

When looking at the numbers, this campaign's significance cannot be understated.

Since the launch of the campaign in June, Saved by the Beep reached nearly 15 million users on social media with the assistance of all fire services. Our social media posts alone reached over 4 million users on September 28<sup>th</sup>, not to mention the additional social media posts by individual departments.

Further amplifying the message, fire services across Ontario gained support from local sponsors, hosted community and school events, purchased billboards and public signage, held media events, placed door hangers on homes across communities, and created entertaining videos.

We likely will not know the full impact of this campaign until we see the statistics, however we have already heard stories of people taking action to test their alarms and being motivated to replace non-functional or expired ones. These are the first of many positive steps forward and I am committed to continuing this path.

Many fire services have asked us if we will have a Test Your Smoke Alarm Day next year. I am pleased to say that our intent is for this to become an annual event every September 28<sup>th</sup>.

Thank you for supporting and contributing to the success of this campaign and demonstrating that when the fire service works together, our impact towards making Ontario fire safe increases.

Sincerely,



Jon Pegg  
Ontario Fire Marshal

c: Mario Di Tommaso, O.O.M.  
Deputy Solicitor General, Community Safety