



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

July 25<sup>th</sup>, 2024  
5:00 p.m.

1. Call to Order
2. Declaration of Pecuniary Interest
3. Minutes from Previous Meeting
  - i. May 30<sup>th</sup>, 2024 **PG.2**
4. MLES January – May 2024 Reporting **PG.4**
5. Fire Chiefs Report and Update **PG.6**
6. Staff/Committee Members Concerns
7. New Business
8. Next Meeting Date
  - i. September 19<sup>th</sup>, 2024 – 5:00 p.m.
9. Adjournment

**RETURN TO AGENDA**

## THE CORPORATION OF THE TOWNSHIP OF HORTON

**Protective Services Committee Meeting**May 30<sup>th</sup>, 2024

5:00 p.m.

There was a Meeting of the Protective Services Committee held on Thursday May 30<sup>th</sup>, 2024, in the Horton Council Chambers. Present was Chair Daina Proctor, and Councillor Glen Campbell. Staff present was Fire Chief Allan Cole, Deputy Fire Chief Mike Fortier, Hope Dillabough CAO/Clerk.

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

**1. CALL TO ORDER**

Chair Proctor called the meeting to order at 5:00 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) January 18<sup>th</sup>, 2024

Moved by Councillor Campbell

Seconded by Deputy Mayor Proctor

**THAT** the Protective Services Committee accept the Minutes of January 18<sup>th</sup>, 2024.

**Carried**

**4. MLES OCTOBER – JANUARY – APRIL 2024 REPORTING**

The Committee reviewed the report.

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

Fire Chief Allan Cole presented the report. Chief Cole presented the calls for service from January 16<sup>th</sup> – present with well over 30 calls. Call volume is up with no outstanding reasoning why. There were two substantial structure fires. HFD continues to make every effort to save what they can.

The Fire Chief attended the Chief's meeting in March and there is another one coming up next week being held in Pembroke.

Staff are discussing the interest in wanting to engage with the Township's Ontario Fire Marshal's (OFM) Advisor to discuss various items such as staffing issues and training opportunities to ensure we're on the same page for training certification.

There was Lithium-ion battery training in March in Bonnechere Valley. Certain guidelines to follow when addressing these types of issues. They burn 10 times hotter than a regular fire. Councillor Campbell questioned if there would be specific by-laws created as it pertains to lithium batteries and regulating the installation of them. Chief Cole said it's not at that point yet, as it would be premature until the other levels of government review in depth. Deputy Chief Fortier mentioned a YouTube safety video which creates awareness of the lithium battery fire and that it's an interesting learning experience.

OFM Fire Protection Grant – announcement was made in April but no follow up details that have been issued. Staff are waiting for further information to apply for grant funding.

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There was discussion regarding access on private roads. The Fire Department's awareness campaign seems to have worked as residents are becoming more aware of how important it is to ensure proper clearance for the fire trucks to access. The Fire Department will continue the education and awareness piece.

The new Unit 9837 was delivered and is now in service. The old unit 9837 was listed on GovDeals – was successfully sold. The revenue of the sale will be placed back into the Fire Budget.

Due to the recent staffing complement issues, the Fire Department is planning an Open House in June for recruitment to fulfill complement of firefighters. There was discussion on recruitment and retention of firefighters and how difficult it is. Also discussed were incentive programs that other departments in the province offer.

## **6. STAFF/COMMITTEE MEMBERS CONCERNS**

Chair Proctor sought clarification of data sources in the private road network. It was questioned how many residents of the total population of Horton are living on a private road and what that percentage is compared to the private road network percentage. CAO/Clerk is to determine some figures for the next Protective Services Committee Meeting for discussion.

There was discussion on holding a Town Hall Meeting with the Fire Department to discuss all matters, but specifically that of Private Road requirements as it pertains to access and 911 visibility etc.

## **7. NEW BUSINESS**

There was no new business.

## **8. NEXT MEETING DATE**

The next meeting will be held July 18<sup>th</sup>, 2024, at 5:00 p.m.

## **9. ADJOURNMENT**

Chair Proctor declared the meeting adjourned at 6:23 p.m.

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CHAIR Daina Proctor

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CAO/Clerk Hope Dillabough

<b>Horton Twsp. - May 2024</b>					
<b>#</b>	<b>Date</b>	<b>Complainant</b>	<b>Location</b>	<b>Status</b>	<b>Total Calls</b>
1	03-May	Dog at Large	River Rd	Charges Laid	1
2	07-May	Property Standards	Nadobny St	Resolved	1
3	08-May	Stray Dog	Eady Rd	Owner Found	1
4	12-May	Drainage	McArthur Rd	Ongoing	1
5	16-May	Missing Dog	Garden of Eden	Resolved	1
6	17-May	Property Standards	Castleford Rd	Resolved	1
7	23-May	Dog at Large	Julie Lane	1st Warning	1
8	25-May	Property Standards	Cotieville Rd	Resolved	1
9	28-May	Injured Dog	Pucker St	Deceased	1
<b>TOTAL</b>					<b>9</b>

### LEGEND

\* Same Location

GOA: Gone On Arrival

**Vicious Dog:** A dog that has demonstrated aggressive tendencies but has not actually bitten or attacked

**Dog Attack:** Involves a dog that has bitten or attacked a person or animal.

**Other calls:** Refers to a calls that don't fit into other category

**RETURN TO AGENDA**

Monthly Summary 2024									
2024	Animal	Parking	rop. Stand	Noise	Other	Pound	Total	Tickets	Charges
Jan	4		2		1		7		
Feb	5		2		1		8		1
Mar	3		2		1		6		
Apr	4		1		2		7		1
May	5		3		1		9	4	1
Jun									
Jul									
Aug									
Sep									
Oct									
Nov									
Dec									
Total	21	0	10	0	6	0	37	4	3

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## Township of Horton COUNCIL / COMMITTEE REPORT

<b>Title:</b>  Monthly Fire Report	<b>Date:</b>	July 21, 2024
	<b>Council/Committee:</b>	Fire Committee
	<b>Author:</b>	J. Allan Cole – Fire Chief
	<b>Department:</b>	Fire

### CALL OUTS/RESPONSES:

Call-Outs/Responses May 14, 2024 to July 21, 2024

Year to Date Total – Thirty-Eight (38)

Total this Period – Thirteen (13)

- MVC – (4)
- Structure Fire – 10 x 20 Shed (1)
- General FA Activation – (1)
- Locked Door Access Request – (2)
- Ice/Water Rescue (1)
- Tree on Power Line (2)
- Vehicle Fire – (1)
- Lawn Tractor Fire – (1)

### MEETINGS:

2024-05-15 Zoom Mtg. OFM Community Risk Reduction Dashboard Overview.

2024-06-02 – Firehouse Training-Leadership Fundamentals for Fire & Emergency Services- Eganville Arena (Eagle's Nest)

2024-06-05 Renfrew County Chief's Association Meeting

2024-07-11 Zoom Mtg. OFM Town Hall – Fire Protection Grant

2024-07-18 OFM Training Portal- Onboarding. Almonte Community Center.

### Meeting Proposed:

We are proposing a meeting of HFD Senior Staff, CAO, Treasurer and representation from our OFM Fire Protection Advisor to map out a route to address Staffing Shortfalls and to develop a detailed set of Training Opportunities that will meet the requirements of the Ontario Seal Certification and/or NFPA 1001 FF1 and FF2.

(Update) We have been in discussions with Jeff Vanrybroeck, Assistant Deputy Fire Marshal OFM who has indicated that he will be available upon request to meet with us.

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## **TRAINING/WORKSHOPS/:**

- Practical Evolutions NFPA 1001 FF1&2 to meet minimum requirements of Ontario Seal. (ongoing)
- Leadership Fundamentals and Conflict Resolution – Eganville Arena 2024-06-02

## **CORRESPONDENCE:**

- OFM Fire Protection Grant for Municipal Fire Departments Year 1 (attached)
- Resilient Minds-Building the Psychological Strength of Firefighters. (attached)
- FMPFSC/Enbridge Community Assist (attached)
- FMPFSC/Enbridge Project Zero (attached)
- OFM Memo – Mandatory Firefighter Certification (attached)
- MNR FireSmart Communities Grant Program (attached)

## **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.

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 taken 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 how to use all these things. This would be similar to the 72-hour emergency kits messaging but with a bit more detail.

The recent adoption of the By-Law 2023-49 for upgrades to Private Roads and the revision of Policy T-01 are excellent steps moving forward to ensure access for emergency vehicles to residents.

**Update:**

From the previous Protective Services Committee Mtg. (May 30, 2024) discussion arose as to how many structures were affected by response impediments on private roads or at minimum, how many structures are there on private roads.

To find these answers would most likely entail a review of Google Maps/Google Street View/Google Earth to get an approximation followed up by actually driving the roads and doing a count. Reviews of the municipal rolls and MPAC documentation does not give an accurate depiction of building status.

## **Old Business**

### **Review of 2023-56 2024 User Fees and Charges By-Law**

We would like to present some recommendations for changes/additions to the User Fees and Charges By-Law as it currently stands.

In its current form there are areas specifically in regard to Schedule "G" where we feel there may be room for adjustments to better reflect the fee structure.

Revisions For Consideration:

Schedule of Fees

2a - Dispatch Firefighters (to be calculated at \$25.00 per hour) Recommend increase to \$35.00 per hour to better reflect actual costs incurred.

2b – Dispatch of Fire Response Vehicles (to be calculated at \$450.00 per veh per hour) Recommend increase to \$550.00 per veh per hour to better reflect actual costs.

Recommend Add:

2f – Request for information – Application – Search Time – Record Preparation (similar to Schedule E Administration Fees

2g – Request for Fire Inspection for the purpose of land/property purchase or sale. To include preparation of Report. Fire Chief – Cost Recovery (plus HST)



One interesting thing that came up from the Fire Conference in Huntsville was a recommendation from the OFM (verbal only) to make sure Municipal Fees and Charges By-Laws are beefed up enough to cover some additional costs that could be incurred by the municipality.

Normally these costs are incurred by the owner of the property or vehicle, but in the case of possible criminal activity or lack of insurance etc. we may be on the hook for clean-up costs if we didn't have a mechanism in place to recover those costs.

Recommended additions:

- Cost recovery for clean-up costs associated with fuel or hazardous materials spills.
- Cost recovery for clean-up costs associated with Grow-Ops, Clandestine Drug Labs, Chemical Suicide etc.

If there is criminal activity involved, the possibility that these owners will have proper insurance in place to cover these costs by their own means is limited to say the least.

If we had these items listed, at least we are covered with a mechanism to try to recover costs.

**Question:** Have the Fees and Charges By-Law proposed revisions been discussed at Council?

## **NEW BUSINESS**

### **Unit 9837 (old)**

Unit is listed on Gov-Deals at this time.

<https://www.govdeals.com/preview-asset/34/11109>

Closing date for auction was 2024-05-27.

Unit was sold for \$8,100.00.

### **Staffing**

Current Staffing Compliment:

16 Firefighters all ranks.

Allowed Staffing Compliment

20 Firefighters all ranks.

Community Risk Assessment Recommended Staffing Compliment

25 Firefighters all ranks.

We are accepting applications up to August 01, 2024, to upstaff our compliment.

To date, we have received 7 applications.

After August 01 we will be inviting applicants to attend a series of testing, written and physical, prior to final interviews for open positions.

### **HFD Open House/Recruitment Night**

HFD held an Open House on June 17, 2024, showcasing the Department to the public and also as a recruitment night. Previous Open Houses have proven to have been very successful. The Open House on the 17<sup>th</sup> was no exception. We had good turnout and discussion with all participants.

### **HFD Canada Day Activities**

HFD was in attendance in support of Canada Day activities at the Horton Community Center. This is an integral part of our Fire Prevention Activities for the year. The Children's Firehouse Challenge putting out the fire with real water was very well received. Thanks to Brooke Congdon and Tom Gledhill for championing the building of the firehouse prop and thanks to all firefighters who participated on Canada Day.

### **MNRF FireSmart Communities Grant Program**

We are currently developing our application.

### **Horton Firefighters Association Bursary**

Horton Firefighters Association have developed a \$500.00 Bursary x 2 to be awarded to graduating high school students who are pursuing further education in a Fire, Protective Services, EMS or Nursing field. Horton Firefighters presented both Bursaries to deserving students at the June 2024 Graduation Ceremonies at RCI and St. Joseph's Catholic High School.

### **Resilient Minds Training**

Two of our members have attended the on-line Resilient Minds Training. We will be tapping this valuable resource as required to ensure the mental health of all our firefighters.

### **Medical Priority Dispatch System MPDS – Requirement for HFD to enhance Medical 1<sup>st</sup> Response Capabilities**

MPDS info was presented to the Protective Services Committee at the May 30<sup>th</sup> meeting. The MPDS came online mid-May 2024 with Medical calls for service being triaged and given varying levels of importance based on the information provided by the callers and availability of Renfrew County Ambulance Services resources. Currently, as per our core services as noted in our E&R By-Law, HFD may be dispatched to assist ambulance resources for Lift Assist and Locked Door Access (LDR) Requests. For MVC incidents, HFD is automatically dispatched at the same time as Ambulance.

Recently, HFD was dispatched for a LDR/Lift Assist to a location within the municipality where, upon access we discovered someone who had fallen out of their wheelchair and required assistance to get back up and back into the chair. At first glance, this appears to be a run of the mill call, but on closer inspection we were required to assess the person to see if it was safe to move them, Dispatch informed us that ambulance was on the way but was 45 minutes (approx.) away and we were in a position where we did not want to leave the person unattended for that length of time. It's not a case of pick them up and leave.

**Recommendation:**

Given that with the MPDS in place the possibility of delayed responses from Ambulance Services may increase, we are recommending that the current E&R By-Law and Core Services be updated to include a Medical Response Protocol and that the level of training of our firefighters be increased from Standard 1<sup>st</sup> Aid/CPR to Medical 1<sup>st</sup> Responder.

**OFM Fire Protection Grant**

This is a 3 year \$30M Grant Program that has been allocated in the Ontario Provincial Budget. Year 1 of the Grant focuses on Cancer Prevention Measures.

Individual departments can be expected, upon successful applications, to receive between \$8,500.00 and \$10,000.00 this year.

The Application Portal opens on July 23 and closes on September 05.

HFD is hoping to apply for grants relating to on-site decontamination equipment, additional Personal Protective Equipment such as Flash Hoods and Gloves and upgrades to the shower and washroom facilities in our hall.

Prepared by: J. Allan Cole, Fire Chief

Reviewed by: Hope Dillabough, CAO/Clerk



# An effective, sustainable approach to psychological health training

Resilient Minds™ is an evidence-based, peer-led psychological health awareness training program designed by firefighters for firefighters.



## BUILDING CAPACITY

Our Train-the-Trainer Workshop prepares and certifies in-house firefighters to become peer instructors and to deliver the Resilient Minds 8-hour course to their fire department.

Sessions are co-instructed by a certified CMHA Ontario instructor, a certified firefighter instructor, and offered in three formats: virtually, in-person, or hybrid.

Training is also available regionally to certify firefighters from multiple fire services in a single region.

**24-hour workshop | Maximum participants: 20 (in-person), 15 (virtually)**

### CONTACT US:

resilientminds@ontario.cmha.ca  
resilientmindsontario.ca



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Canadian Mental  
Health Association  
Ontario



**Resilient Minds™**  
BUILDING THE PSYCHOLOGICAL STRENGTH  
OF FIREFIGHTERS

## ABOUT THE PROGRAM

Resilient Minds will train you to:



Recognize effects of psychological stress/trauma in self and peers



Respond promptly, safely and appropriately to distressed citizens



Communicate with peers who may be struggling



Apply personal strategies for managing stress, mitigating trauma and boosting resilience

## TRAIN-THE-TRAINER COURSE DESCRIPTION

### Module 1: Psychological Trauma – Awareness and Understanding

Learn the definition of trauma, the various responses a healthy human may experience after a traumatic event, followed by assessment and intervention practices to mitigate the negative impacts of trauma and mental illness.

### Module 2: Psychological Trauma – Potential Risks and Strategies

Explore psychological trauma further. Through the application of the 4R Action Toolkit, fire staff will learn the importance of early recognition and early intervention to prevent a moderate to severe mental health problem from developing.

### Module 3: The Trauma Informed First Responder

Gain a basic understanding of mental health and illness. Learn to apply the 4R Action Toolkit to communicate and respond appropriately to a citizen, colleague or family member experiencing a mental health problem/crisis.

### Module 4: Managing Workplace Stress and Building Resiliency

Explore the risk factors and impact of workplace/life stress and learn to strengthen your resiliency by building and applying valuable and helpful coping strategies.



### CONTACT US:

resilientminds@ontario.cmha.ca  
resilientmindsontario.ca



@cmhaontario



Canadian Mental  
Health Association  
Ontario

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## ***Training The Best...To Be Their Best***

### **What is Safe Community Project Assist?**

Established in 2012, Safe Community Project Assist is a campaign developed by the Fire Marshal's Public Fire Safety Council (FMPFSC) and Enbridge Gas Inc. (Enbridge Gas) that assists volunteer and composite fire departments in purchasing educational materials for firefighting and carbon monoxide training.

Designed to supplement existing training in the communities where Enbridge Gas operates, Safe Community Project Assist is funded by Enbridge Gas and provides selected fire departments with a \$5,000 credit for purchasing educational materials from the FMPFSC Distribution Centre.

### **Who is Eligible?**

Volunteer and composite fire departments in Ontario communities serviced by Enbridge Gas are eligible to apply for Safe Community Project Assist. A limited number of departments will be selected from the applications received.

### **What Training Materials are Available?**

The FMPFSC Distribution Centre is a distributor for NFPA, IFSTA, Jones & Bartlett, Pearson, Publications Ontario, Action Training, Fire Engineering and several other recognized suppliers of firefighter training materials. Departments will have access to a full range of training materials including books, ebooks, exam preps, instructor tool kits, DVDs and USBs.

### **How Does a Fire Department Apply?**

Complete the following application form and return it by email by **4 p.m. on Friday, June 21, 2024**. Departments who are selected to participate will be notified by mid-September.

### **What is Expected of my Department?**

1. Collaborate with the campaign coordinator to arrange a media launch and photo opportunity with the fire chief and/or department representatives.
  - Invite local media and your community leaders (e.g. Mayor/Council members) to attend your launch.
  - The campaign coordinator will schedule the attendance of a representative from Enbridge Gas. A representative from the FMPFSC may also be scheduled to attend, pending availability.
  - Provide information required to complete a media advisory and news release developed by Enbridge Gas. Email the advisory to local media.
2. Email your news release and photo to local media if they do not attend the launch.
3. Email your photo and any local media coverage to [kathy.ash@firesafetycouncil.com](mailto:kathy.ash@firesafetycouncil.com).
4. Share your photo on your social media sites. Tag Enbridge Gas using @enbridgegas and use the hashtag #ENFuelingFutures.



## 2024 SAFE COMMUNITY PROJECT ASSIST APPLICATION FORM

Fire Department Name: Horton Fire Department

Contact Name and Position: Allan Cole - Fire Chief

Shipping Address: 2253 Johnston Road

City / Province: Renfrew, ON. Postal Code: K7V 3Z8

Telephone Number: 613-281-5749

Email Address: firechief@hortontownship.ca

*The individual listed above will be contacted if your department is selected.*

Approximate population of your service area: 2950

We have confirmed our community is serviced by Enbridge Gas Inc.  Yes  No

**Please return completed application form to Kathy Ash, Campaign Coordinator.**

Email: [kathy.ash@firesafetycouncil.com](mailto:kathy.ash@firesafetycouncil.com)

Phone: 1-866-379-6668 ext. 4.

**Applications must be received by 4 p.m. on Friday, June 21, 2024.**

Departments selected to participate will be notified by mid-September.



**RETURN TO AGENDA**



### What is Safe Community Project Zero?

Safe Community Project Zero is a public education campaign developed by the Fire Marshal's Public Fire Safety Council (FMPFSC) and Enbridge Gas Inc. (Enbridge Gas). This important public safety initiative is funded by Enbridge Gas and provides selected Ontario fire departments with free combination smoke and carbon monoxide alarms for distribution in their communities.

Safe Community Project Zero was established in 2009 in an effort to help reduce residential fire and carbon monoxide deaths to zero. With a focus on reaching high-risk residents through this campaign, fire departments are encouraged to distribute these life-saving devices to those most in need in their communities. This may include the elderly, people with disabilities or financial challenges.

### Who is Eligible?

Fire departments in Ontario communities serviced by Enbridge Gas are eligible to apply for Safe Community Project Zero. A limited number of departments will be selected from the applications received.

### How Does a Fire Department Apply?

Complete the following application form and return it by email by **4 p.m. on Friday, June 21, 2024**. Departments who are selected to participate will be notified by mid-September.

### What is Expected of my Department?

1. Collaborate with the campaign coordinator to arrange a media launch and photo opportunity with the fire chief and/or department representatives.
  - Invite local media and your community leaders (e.g. Mayor/Council members) to attend your launch.
  - The campaign coordinator will schedule the attendance of a representative from Enbridge Gas. A representative from the FMPFSC may also be scheduled to attend, pending availability.
  - Provide information required to complete a media advisory and news release developed by Enbridge Gas. Email the advisory to local media.
2. Email your news release and photo to local media if they do not attend the launch.
3. Email your photo and any local media coverage to [kathy.ash@firesafetycouncil.com](mailto:kathy.ash@firesafetycouncil.com)
4. Share your photo on your social media sites. Tag Enbridge Gas using @enbridgegas and use the hashtag #ENBFuelingFutures.
5. Distribute the combination alarms free-of-charge by March 1, 2025, focusing on individuals in your community who are identified by your department as high-risk.
6. Return any undistributed alarms to the FMPFSC by March 10, 2025.





## 2024 SAFE COMMUNITY PROJECT ZERO APPLICATION FORM

Fire Department Name: Horton Fire Department

Contact Name and Position: Allan Cole - Fire Chief

Shipping Address: 2253 Johnston Road

City / Province: Renfrew, ON. Postal Code: K7V 3Z8

Telephone Number: 613-281-5749

Email Address: firechief@hortontownship.ca

*The person listed above will be contacted if your department is selected.*

Approximate population of your service area: 2950

We have confirmed our community is serviced by Enbridge Gas Inc.  Yes  No

If your department is selected to participate, how do you plan to raise awareness of fire and carbon monoxide safety in your community?

Township Web Page -Township FaceBook Page - Fire department FaceBook Page

Local radio ads/community event notices. Eganville Leader Newspaper

How will you distribute your alarms? (door-to-door campaign, smoke alarm program, partnerships with local agencies who serve those in need or at-risk, other, combination of methods)

Door to Door in selected areas (Cotieville and Thompsonville areas)

Public events - pickup at Township office or firehall - installs upon request

**Please return this application form to Kathy Ash, Campaign Coordinator.**

Email: [kathy.ash@firesafetycouncil.com](mailto:kathy.ash@firesafetycouncil.com) or Phone: 1-866-379-6668 ext. 4.

**Applications must be received by 4 p.m. on Friday, June 21, 2024.**

Departments selected to participate will be notified by mid-September.



**RETURN TO AGENDA**

**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  
Tél. : 647-329-1100  
Télééc. : 647-329-1143



MEMORANDUM TO: All Ontario Fire Chiefs

FROM: Jon Pegg  
Ontario Fire Marshal

DATE: July 3, 2024

SUBJECT: Mandatory Firefighter Certification

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[Ontario Regulation 343/22](#) Firefighter Certification came into force on July 1, 2022. I want to congratulate the fire service for your unwavering commitment to both training and certification. The deadline for certification compliance for the majority of fire protection services captured in the regulation is July 1, 2026. The compliance date for NFPA 1006 technical rescue disciplines is July 1, 2028.

The Office of the Fire Marshal (OFM) is committed to supporting efforts to help ensure your members meet the certification timelines and can continue to keep communities safe. The OFM's Academic Standards and Evaluation (ASE) Unit continues to provide certification testing at no cost to the fire service and is providing unofficial results within 30 days of testing, with certification to follow within 90 days. The demand for certification has grown and ASE has been able to meet that exponential growth to support the fire service across Ontario.

At the same time, if fire departments need to conduct training, the Ontario Fire College is hosting upwards of 600 courses alone this year and is one training option available to you. Our training and certification teams are in constant communication with the fire service on your certification needs. If fire departments require any clarification ahead of the compliance deadline, I encourage you to reach out early.

Please do not underestimate the length of time required to meet the mandatory certifications. I would like to recognize the efforts that have been made to meet the requirements in time and thank you for working so collaboratively with my team and across your partners in fire.

Please reach out to your Fire Protection Adviser if you have any additional questions so that we can continue the conversation about certification in Ontario.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jon Pegg', with a long horizontal flourish extending to the right.

Jon Pegg  
Ontario Fire Marshal

Cc: Mario Di Tommaso, O.O.M., Deputy Solicitor General, Community Safety, Ministry of the Solicitor General



## Ministry of Natural Resources and Forestry

### **FireSmart® Communities Grant Program**

#### **Background**

The Ministry of Natural Resources and Forestry (MNRF) has limited funding available to help municipalities with FireSmart Community initiatives. Applications will be reviewed by a Provincial Review Committee and evaluated based on a submitted Project Plan.

The Project Plan must address how the municipality will use the funds to complete the following projects within two years.

Applications that do not fall within the parameters of the grant, or which include requests for funding initiatives outside of the development of a Community Wildland Fire Protection Plan, and the related deliverables will not be considered.

#### **Development of:**

- Community Wildland Fire Protection Plan
  - Wildland Fire Hazard Risk Assessment
  - Wildland Fire Mitigation Strategy
- Forest Hazard Maps for Wildland Fire Hazards

Successful municipalities will be notified to move to the next stage and sign a Transfer Payment Agreement with the MNRF. The maximum allowance per applicant is up to \$15,000 over a 2-year period, however, applicants are not necessarily guaranteed the full amount requested.

#### **Funding Schedule:**

Approved grant funding will be paid out in two phases: 50% for an approved project plan, and 50% for the completed hazard forest maps and approved Community Wildland Fire Protection Plan in the second year.

#### **Selection Priorities for Awarding FireSmart Community Grants:**

All communities in Ontario face a certain level of wildland fire risk. Annual funding requests that are submitted to the Provincial Review Committee will be reviewed and if there are more applications than available funding the Committee will prioritize the list based on the following criteria.

#### **Evaluation Criteria:**

- Demonstrated need for financial assistance to complete project,
- Level of financial commitment indicated by the community to wildland/urban interface program initiatives,
- Community support of wildland/urban interface and FireSmart Community programs,
- Commitment to implementation of mitigation strategy,
- Amount of area estimated to have a high or extreme wildland fire risk from the MNRF Hazard Forest Maps, and
- Historical wildland fire occurrence in the wildland urban interface zone.

**Reminders:**

- The maximum amount per applicant is \$ 15,000.
- All maintenance and long-term management of the project is the responsibility of the grant applicant.
- Capital expenditures or equipment purchases are not eligible within this grant program.
- Planning, hazard forest assessments and mitigation strategies are the priority for this grant program.
- Applications must be submitted via TPON, and it is recommended that communities begin the application process as early as possible to accommodate resolving any system issues prior to the submission deadline.

**Contact Sarah Allen, Provincial Coordinator – Communications and Mitigation Unit at [sarah.allen@ontario.ca](mailto:sarah.allen@ontario.ca) or Chelsea Osesky, Mitigation and Partnerships Team Lead at [chelsea.osesky@ontario.ca](mailto:chelsea.osesky@ontario.ca) and ask for your FireSmart Community Wildland Fire Protection Plan development package to help complete your application.**

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# COMMUNIQUÉ

OFFICE OF THE FIRE MARSHAL  
BUREAU DU COMMISSAIRE DES INCENDIES

July 15, 2024

No. 2024-06

## Fire Protection Grant 2024-25 - Call for Applications

Ontario's Solicitor General, the Honourable Michael Kerzner, has opened applications for the first round of the province's Fire Protection Grant.

Beginning July 23, 2024 applications for the 2024-25 Fire Protection Grant will be accepted through the [Transfer Payment Ontario \(TPON\)](#) system. Applications will be accepted until 5:00PM on September 5, 2024. Please access the TPON link above to review the Fire Protection Grant application (a fillable PDF) and an information package which provides important details about this year's grant process.

As announced in the government's 2024 Budget, the \$30M grant will be administered over three years, with \$10M being allocated each year. This is the first call for applications for fiscal year 2024-25 and we will determine the approach for years two and three at a later date. This year's grant will target cancer prevention and minor infrastructure modernization initiatives such as:

- **Cancer Prevention:**
  - Equipment and Supplies
  - Personal Protective Equipment
  - Minor Infrastructure
  
- **Minor Infrastructure Modernization:**
  - Enhanced broadband and internet connectivity

Following the call for applications, funding for the 2024-25 grant is anticipated to be released in Fall 2024. The grant will be allocated proportionate to the number of active fire stations in a municipality. Allocations will be based on the projects being undertaken at the local level, ensuring a fair, transparent, and consistent disbursement of funds.

To be consistent with other grants offered through the Ministry of the Solicitor General, applicants are required to develop proposals with supporting information to demonstrate need, return on investment, and benefit to public safety.

I am confident that the Fire Protection Grant will greatly assist departments in addressing critical needs regarding both cancer prevention and minor infrastructure at the local level and I look forward to the positive impact it will have on your front-line members. **23**

If you require any assistance or have general questions about the grant application, please contact your local Fire Protection Adviser.

# "The Best Job in the World"

24

Now is your opportunity to join us, join the HFD family.  
This job is bigger than structure fires and MVC collisions.

It's bigger than being the hero.

It's bigger than just a job.

It's bigger than yourself.

It's learning new skills and bettering ourselves.

it's joining a team as close as family.

It's giving back to your community.

it's selfless and stoic.

**Horton Fire Department needs a Diverse Team.**

Even if you have never considered a career in the Fire Service we  
want to hear from you.

**Now Accepting Applications.**

Until August 01, 2024

Check out the Township Web Page for an Application Form  
or...

Drop in at one of our Open House Events.

Monday June 17, 2024 6:00 to 9:00 PM

Horton Fire Hall

Monday July 01, 2024 9:00 to 11:30 AM

Horton Community Center

**HORTON FIRE  
DEPARTMENT**

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**HORTON FIRE DEPARTMENT**  
**ESTABLISHED 1967**

*In Omnia Paratus*



**HORTON FIRE DEPARTMENT**

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## OVERVIEW/INFORMATION

### HISTORY

Established in 1967, Horton Fire Department has been serving the Municipality of the Township of Horton for fifty years + ..... and counting.

Initially, with the assistance of the Ontario Fire Marshal's Office, the required types and amount of equipment were established, and purchases were made.

A 1967 Ford Chassis was purchased from H. B. Elliott Ltd. Of Renfrew and this was fitted with a King Seagrave Pumper Body at a total purchase price of \$17,998.00 (in 1967 dollars)

The original Firefighter Compliment consisted of Fire Chief Clarke Eady and eight Firefighters.

The first Firehall was at Clarke Eady's Garage on Burnstown Road. It was a heated garage and the Township paid Mr. Eady a sum of \$50.00 per month to store apparatus and equipment there.

Our current Firehall was completed at the present location of 2253 Johnston Road and the Department moved into the new facility in 1983.

In the early 2000's the hall addition was completed with the inclusion of a training room, additional washrooms, storage, offices and a third truck bay. This is the hall you see today.

### PAST AND CURRENT SERVING FIRE CHIEFS

- Clarke Eady                    1967 – 1979
- Chris Legris                    1979 – 1984
- David M Bennett            1984 – 1985
- Guy Longtin                    1985 – 1988
- Dave Campbell                1988 – 2001
- Randy Corbin                   2001 – 2019
- J. Allan Cole                    2019 - Present

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## **THE 3 LINES OF DEFENCE**

The Ontario Fire Marshal’s Office identifies and promotes a Fire Protection Strategy known as the “Three Lines of Defence”

Line of Defence	Description
1. Public Education and Prevention	Educating residents of the community on means for them to fulfill their responsibilities for their own fire safety is a proven method of reducing the incidence of fire. Only by educating residents can fires be prevented and can those affected by fires respond properly to save lives, reduce injury, and reduce the impact of fires.
2. Fire Safety Standards and Enforcement	Ensuring that buildings have the required fire protection systems, safety features, including fire safety plans, and that these systems are maintained, so that the severity of fires may be minimized
3. Emergency Response	Providing well trained and equipped firefighters directed by capable officers to stop the spread of fires once they occur and to assist in protecting the safety of residents. This is the failsafe for times when fires occur despite prevention efforts.

## **STAFFING OVERVIEW**

- Fire Chief                      One (1)
- Deputy Fire Chief            One (1)
- Fire Captain                    Two (2)
- Firefighters                    Sixteen (16)
- Total Compliment            Twenty (20)

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## **APPARATUS OVERVIEW**

HFD has four active service apparatus.

First out Pumper is 9614

- Manufactured in 2018
- Freightliner / Metalfab
- 5000Lpm midship pump
- 4000L tank with 80L foam cell
- Three position master intake valves with priming available at each intake (right, left and rear)
- Class A foam available on two transverse 1 3/4 pre-connect and one 2 ½ pre-connect on the hose bed.

Second out pumper is 9624

- Manufactured min 1996
- GMC / Almonte Fire Trucks
- 4000 Lpm midship pump
- 3600 L tank
- Drafting available at rear (reduced capacity)
- Class A foam available only from single inline eductor (external)

Tanker is 9717

- Manufactured in 1992
- International / Almonte Fire Trucks
- 12000 L tank
- 4" portable pump
- 4" cabinet mounted pump
- Two 6000L portable tanks on board

Utility Pickup is 9837

- Manufactured in 2024
- Ram 2500 4 x 4 Extended Cab c/w 8' box
- Two forestry pumps
- Five forestry hose bags of 500' ea.
- Various other forestry and utility items



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## WHO WE ARE

We are your neighbors, brothers, sisters, fathers, mothers, sons, daughters, cousins.

The list goes on.

We are anyone with a desire to serve the community.

We all live within reasonable commuting (response) distance to the Fire Hall, located at 2253 Johnston Road, typically 8km or less by road.

We bring a broad array of talents to the table, outside of our firefighting duties.

We are:

- Tradespeople – plumbers, electricians, carpenters
- Bell Telephone Repair Technicians
- Internet and Cable TV installers
- Paramedics
- Retail Workers
- Heavy Equipment Mechanics
- Truck Drivers
- Farmers
- Industrial Workers
- Sales Representatives
- Sellers of Propane and Propane Accessories (just like Hank Hill from King of the Hill)
- We work for the Federal Government
- Current and past serving CAF personnel
- We could be any of these and more.

We are people who share a common desire to help our community.

We meet or exceed the minimum health and fitness requirements of the job

We are a closely knit family..... acceptance by this family is hard. Once established, the bond translates to so much more than family.

We share common experiences, good times and bad.

We often see things on the fireground that most civilians would not, or even want to.

Our common bond helps us through those rough times

The good times are great, a successful fire knockdown, fire prevention activities, the camaraderie amongst the team.

We truly enjoy coming to the Fire Hall, it is our second home.

We are Horton Firefighters.

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## **WHAT WE DO**

It is our mission to continually strive to provide prevention, education, and fire/life safety protection services to the residents and visitors of the Township of Horton. Through teamwork, dedication and training, the members of the Horton Fire Department contribute professionally to the department's success.

### **Core Services**

Changes in the Horton Fire Service are not unique as the fire protection industry is rapidly evolving provincially, nationally, and globally. Conventionally, volunteer fire departments would typically respond to fire situations but today, fire service personnel respond to a much more extensive array of incidents.

Development, population increases, technological advancements, and societal change are some examples that bring about an increase in community risks, placing higher demands onto service providers, including the Township's Fire Service.

On average, our department receives between 40 and 60 emergency call outs per year. Regular scheduled training takes place every Monday evening with additional special training from time-to-time. Members are also encouraged to attend additional professional skills training, in person and on-line.

Public education, fire prevention and public relation duties are typical firefighter requirements and occur throughout the year.

Examples of core services provided by the Horton Fire Department include:

- fire prevention
- public education
- structural firefighting
- automobile fires
- motor vehicle accidents

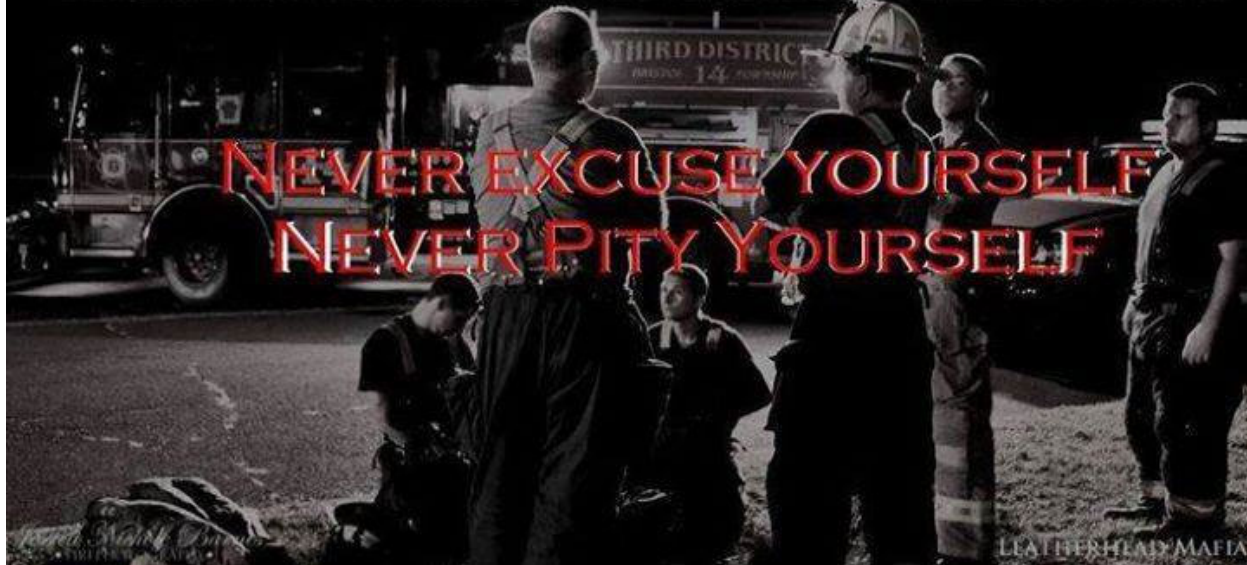
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- grass, bush, forestry firefighting
- water/ice rescue shore base
- alarm response
- public assistance
- public utilities assistance
- mutual aid
- extensive training
- station duties
- public relations



**HOLD YOURSELF RESPONSIBLE  
FOR A HIGHER STANDARD  
THAN ANYBODY ELSE EXPECTS OF YOU**



**NEVER EXCUSE YOURSELF  
NEVER PITY YOURSELF**

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## **VOLUNTEERING WITH HORTON FIRE DEPARTMENT**

### **RECRUIT STAFFING PROCEDURES**

Participation as a volunteer member of the fire service brings additional benefits including increased personal satisfaction, heightened self-esteem, and a tremendous sense of accomplishment for a job well done. Your involvement will also provide your community with a valuable service that comes with the potential to touch us all.

The Horton Fire Department has implemented an evaluation process to provide all applicants with impartial opportunity.

In an effort to provide individuals who have an interest in becoming a volunteer firefighter with key information and job expectations, the individual will be required to attend a recruiting orientation session as a prerequisite to the recruitment process. After attending the orientation session, the individual will possess better awareness of the participation requirements and the nature of our business. Individuals have an opportunity to consider the commitments before making their final decision.

After attending the orientation session, the individual will be able to make formal application to become a volunteer firefighter, at which point an initial screening will be conducted to verify minimum requirements.

An applicant advancing to the next stage of the process will be considered a candidate. The evaluation process comprises of three phases.

- **Phase 1** includes the skills assessments, which are job related ability tests and are the physical component of the recruiting process. These tests will be conducted to assess the candidate's ability to perform specific job-related assignments.
- **Phase 2** is a formal interview from a panel of interviewers. Scores will be assigned based on the candidate's achievements through the process.
- **Phase 3** is the candidates list where individual scores will be ranked in ascending order. Vacant positions will be filled from the candidates list.

The next stage consists of a conditional recruit offer package. The candidate will be required to obtain and produce the following documentation: a current driver's

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abstract from the Ministry of Transportation; a vulnerable sector check from the local Police Service; a medical assessment from a licensed physician; and a signed fire service agreement.

An informal consultation will also be encouraged with the candidate's partner and/or family member to discuss the candidate's commitments as a firefighter.

A probationary period of one year will require the recruit to successfully acquire all necessary training and demonstrate their commitment as a member of the McNab/Braeside Fire Department.

## **HORTON FIREFIGHTERS' ASSOCIATION**

The Horton Firefighters' Association is a member driven organization consisting of Horton Firefighters as regular members and associate members, with the Fire Chief and Deputy Fire Chief acting in an ex-officio capacity.

The association consists of a President, Treasurer, Recording Secretary and Members.

The purpose for which the Association is constituted is four-fold:

- a- to promote and further the development of fire protection and fire prevention
- b- to promote educational programs for the benefit of the membership
- c- to promote and arrange social activities for the benefit of the membership
- d- to assist with the costs of upgrading fire department equipment

The association takes the lead and/or assists with three major initiatives that take place annually within the Township. That plus a lot more.

- Township of Horton Canada Day Breakfast. Held annually each July 1<sup>st</sup> at the Horton Community Center, Horton Fire Department, with the assistance of the Association, puts up an information display, brings the trucks out and generally promotes good fire safety practices. Sparky, the Fire Safety Dog, generally makes an appearance at this fun event.
- Horton Fall Classic. This Annual Golf Tournament is held the first Saturday of October in the format of an eighteen-hole best ball tournament. The Association has teamed up with some GREAT Sponsors and last years' tourney was a real success. Substantial financial donations were made to Renfrew Hospice and the Renfrew Food bank as a result.

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- Halloween Horton Haunted Fire Hall. Held October 31 each year, this event ties in as a close-out to the Ontario Fire Prevention Week activities. The Association goes all out on this one, with the creation of a Haunted Fire Hall and all the spooky sights and sounds that would be expected. This event is geared to the little ones, typically aged 10 and under. On average, we would see 100 to 200 little ghosts and goblins and their families, sending them off with a loot bag filled with goodies and some really good Fire Prevention info. Did we mention the hot dogs and drinks for the kids? Sparky never misses this event, and the kids love it.
- Every Christmas season you will see the Association quietly checking the needs of the community and making various donations to those organizations who can put the funding to best use. It's just what they do.

## **CONTACT INFORMATION**

### **J. ALLAN COLE**

Fire Chief / Chief Fire Inspector

Horton Fire Department

2253 Johnston Road, Renfrew, ON. K7V 3Z8

613-432-6271 x 106 office

613-281-5749 mobile

[firechief@hortontownship.ca](mailto:firechief@hortontownship.ca)

### **Horton Township Municipal Office**

Office Hours: Monday to Friday – 8:30 am to 4:00 pm

2253 Johnston Road

Renfrew, Ontario

K7V 3Z8

Phone: 613-432-6271

Fax: 613-432-7298

Revised 2024-06-10

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