

**STIRLING-RAWDON & TWEED  
JOINT FIRE SERVICES BOARD**

**AGENDA  
Monday, April 15, 2024 at 9:30 a.m.**

1. Call to Order & Land Acknowledgement
2. Declaration of Pecuniary Interest
3. Approval of Agenda
4. Approval of Minutes – January 8, 2024
5. Business arising from Minutes
6. Review the Statement of Revenue & Expenditure Accounts
7. Fire Chief's Report
8. New Business
9. Adjournment

# STIRLING-RAWDON/TWEED JOINT FIRE SERVICES BOARD

January 8, 2024

The Minutes of the Stirling-Rawdon/Tweed Joint Fire Services Board meeting held Monday, January 8, 2024 at the Tweed Municipal Office.

## Attendance:

Mayor Don DeGenova  
CAO/Treasurer Gloria Raybone  
Deputy Mayor Jeremy Solmes  
Deputy Mayor Jamie DeMarsh

Fire Chief Derrick Little  
Deputy Clerk Lucas Wales  
Mayor B. Mullin  
CAO/Treasurer Roxanne Hearn

Member Solmes called the meeting to order at 10:02 a.m. followed by the Land Acknowledgment.

## Declaration of Pecuniary Interest

None.

## Approval of Agenda

Moved by J. DeMarsh  
Seconded D. DeGenova

That the Agenda for the January 8, 2024 meeting be approved as distributed. Carried.

## Approval of Minutes

Moved D. DeGenova  
Seconded by J. DeMarsh

That the minutes from the November 27, 2024 meeting be approved. Carried.

## Review the Statement of Revenue & Expenditure Accounts

The Board inquired and reviewed expenses incurred from January 1, 2023 until December 31, 2023.

Moved by D. DeGenova  
Seconded by J. DeMarsh

That the statement of revenue and expenditure accounts and the general ledger (pre-audit) from January 1, 2023 until December 31, 2023 be approved as presented. Carried.

Fire Chief's Report

Training/Meetings

The Fire Chief reported on regular meetings attended. The Fire Chief reported on fire calls.

Inspections/Fire Safety Plans

The Fire Chief provided an update on the tornado clean up and mapping that is being worked on and updated with MNR. The Board would like a thank you letter sent to the MNR. The Fire Chief reported on inspections in the downtown areas and commercial buildings. Reported on events attended both fire prevention and local Santa Claus parades. The Fire Chief provided an update on the Community Risk Assessment project. The Fire Chief reported on a meeting he is having with Fire Pro to automatically bring in call data from dispatch.

Repairs/Maintenance

The Fire Chief reported on general maintenance for the vehicles at all halls.

Moved by J. DeMarsh  
Seconded D. DeGenova

That the Fire Chief's report be accepted. Carried.

Closed Session

Moved by B. Mullin  
Seconded D. DeGenova

That the board go into a closed session – M.A. Section 239 (2)(d) labour relations or employee negotiations. Carried.

Moved by B. Mullin  
Seconded by J. DeMarsh

That staff follow direction from the closed session. Carried.

Next Meeting

The next meeting will be held March 2024.

Adjournment – The meeting adjourned at 10:57 a.m.

## Township of Stirling-Rawdon Statement of Revenue and Expenditures

*Original Budget  
For Township of Stirling-Rawdon General (00)  
For the Fiscal Period 2024-3 Ending March 31, 2024*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
<b>Revenues</b>					
00-209-36000 User Fees	\$ 0.00	\$ 0.00	\$ 0.00	\$ 31,792.59	\$ 0.00
00-209-37200 Sale of Land/Equipment	0.00	0.00	0.00	0.00	0.00
00-209-37300 Contribution from Reserves	0.00	0.00	0.00	0.00	0.00
<b>Total Township of Stirling-Rawdon General Revenues</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 31,792.59</b>	<b>\$ 0.00</b>
<b>Expenditures</b>					
00-209-41110 Salary Full Time	\$ 0.00	\$ 17,403.40	\$ 0.00	\$ 52,210.20	\$ 0.00
00-209-41130 Casual Labour	0.00	0.00	0.00	0.00	0.00
00-209-41150 Sick Leave Year End Payout	0.00	0.00	0.00	0.00	0.00
00-209-41210 Benefits CPP	0.00	1,049.64	0.00	3,033.92	0.00
00-209-41220 Benefits EI	0.00	406.28	0.00	1,218.84	0.00
00-209-41230 Benefits RRSP/OMERS	0.00	1,800.68	0.00	5,410.22	0.00
00-209-41240 Benefits EHT	0.00	340.90	0.00	1,022.70	0.00
00-209-41250 Benefits Great West Life	0.00	999.16	0.00	2,998.14	0.00
00-209-41270 Benefits WSIB	0.00	1,042.57	0.00	2,269.81	0.00
00-209-43110 Office Supplies & Stationery	0.00	30.33	0.00	97.61	0.00
00-209-43130 Publications/Subscriptions	0.00	0.00	0.00	0.00	0.00
00-209-43140 Computer Supplies	0.00	0.00	0.00	0.00	0.00
00-209-43220 Legal	0.00	0.00	0.00	0.00	0.00
00-209-43240 Telephone and Fax	0.00	488.08	0.00	784.41	0.00
00-209-43260 Memberships	0.00	0.00	0.00	150.00	0.00
00-209-43270 Insurance	0.00	0.00	0.00	4,315.59	0.00
00-209-43290 Conferences	0.00	0.00	0.00	661.44	0.00
00-209-43310 Training	0.00	0.00	0.00	0.00	0.00
00-209-43321 Uniforms	0.00	6.22	0.00	114.01	0.00
00-209-43500 Vehicle/Equipment - Fuel	0.00	0.00	0.00	0.00	0.00
00-209-43510 Vehicle/Eqmt Reps - LwnTrcts, Chns	0.00	0.00	0.00	139.43	0.00
00-209-43530 Vehicle Licence	0.00	0.00	0.00	0.00	0.00
00-209-43700 Fire Prevention	0.00	0.00	0.00	0.00	0.00
00-209-44600 Capital Expenditures	0.00	0.00	0.00	0.00	0.00
00-209-44710 Contribution to Reserve Funds	0.00	0.00	0.00	0.00	0.00
<b>Total Township of Stirling-Rawdon General Expenditu</b>	<b>\$ 0.00</b>	<b>\$ 23,567.26</b>	<b>\$ 0.00</b>	<b>\$ 74,426.32</b>	<b>\$ 0.00</b>
<b>Township of Stirling-Rawdon General Excess of Revenu</b>	<b>\$ 0.00</b>	<b>\$ (23,567.26)</b>	<b>\$ 0.00</b>	<b>\$ (42,633.73)</b>	<b>\$ 0.00</b>

**Township of Stirling-Rawdon**  
**Statement of Revenue and Expenditures**  
*Original Budget*

*For the Fiscal Period 2024-3 Ending March 31, 2024*

<b>Account Number</b>	<b>Current Budget</b>	<b>Current Actual</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>Remaining Budget Amount</b>
<b>Total Revenues</b>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 31,792.59	\$ 0.00
<b>Total Expenditures</b>	\$ 0.00	\$ 23,567.26	\$ 0.00	\$ 74,426.32	\$ 0.00
<b>Total Excess of Revenues Over Expenditures</b>	\$ 0.00	\$ (23,567.26)	\$ 0.00	\$ (42,633.73)	\$ 0.00

**Township of Stirling-Rawdon**

**General Ledger**

4-12-2024 8:34am

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Township of Stirling-Rawdon General (00)  
For the Fiscal Year 2024 Periods 0-3 Ending March 31, 2024

00-209-27970	Reserve JFSB			Debit	Credit
		Beginning Balance			0.00
		Ending Balance			0.00

00-209-36000	User Fees			Debit	Credit
		Beginning Balance			0.00
		Ending Balance			31,792.59

Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit	Credit
114653	MR	CR	01-15-24				JFSB Revenue - Tweed 2023	0.00	31,792.59

00-209-37200	Sale of Land/Equipment			Debit	Credit
		Beginning Balance			0.00
		Ending Balance			0.00

00-209-37300	Contribution from Reserves			Debit	Credit
		Beginning Balance			0.00
		Ending Balance			0.00

00-209-41110	Salary Full Time			Debit	Credit
		Beginning Balance		0.00	
		Ending Balance			

Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit	Credit
114662	PR	CD	01-18-24				Payroll Run 1528: 2023-12-30 - 2024-01-12	8,701.70	0.00
114797	PR	CD	02-01-24				Payroll Run 1529: 2024-01-13 - 2024-01-26	8,701.70	0.00
115078	PR	CD	02-15-24				Payroll Run 1530: 2024-01-27 - 2024-02-09	8,701.70	0.00
115241	PR	CD	02-29-24				Payroll Run 1531: 2024-02-10 - 2024-02-23	8,701.70	0.00
115401	PR	CD	03-14-24				Payroll Run 1532: 2024-02-24 - 2024-03-08	8,701.70	0.00
115767	PR	CD	03-28-24				Payroll Run 1533: 2024-03-09 - 2024-03-22	8,701.70	0.00

Ending Balance	52,210.20	
	Debit	Credit

00-209-41130	Casual Labour			Debit	Credit
		Beginning Balance		0.00	
		Ending Balance		0.00	

00-209-41150	Sick Leave Year End Payout			Debit	Credit
		Beginning Balance		0.00	
		Ending Balance		0.00	

00-209-41210	Benefits CPP			Debit	Credit
		Beginning Balance		0.00	
		Ending Balance			

Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit	Credit
114662	PR	CD	01-18-24				Payroll Run 1528: 2023-12-30 - 2024-01-12	496.07	0.00
114797	PR	CD	02-01-24				Payroll Run 1529: 2024-01-13 - 2024-01-26	496.07	0.00
115078	PR	CD	02-15-24				Payroll Run 1530: 2024-01-27 - 2024-02-09	496.07	0.00
115241	PR	CD	02-29-24				Payroll Run 1531: 2024-02-10 - 2024-02-23	496.07	0.00
115401	PR	CD	03-14-24				Payroll Run 1532: 2024-02-24 - 2024-03-08	496.07	0.00
115491	AP	IN	03-18-24	87337	2569	4491-Receiver General of Can	Benefits CPP	57.50	0.00
115767	PR	CD	03-28-24				Payroll Run 1533: 2024-03-09 - 2024-03-22	496.07	0.00

Ending Balance	3,033.92	
	Debit	Credit

00-209-41220	Benefits EI			Debit	Credit
		Beginning Balance		0.00	

**Township of Stirling-Rawdon**

**General Ledger**

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Township of Stirling-Rawdon General (00)  
For the Fiscal Year 2024 Periods 0-3 Ending March 31, 2024

Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit	Credit
114662	PR	CD	01-18-24				Payroll Run 1528: 2023-12-30 - 2024-01-12	203.14	0.00
114797	PR	CD	02-01-24				Payroll Run 1529: 2024-01-13 - 2024-01-26	203.14	0.00
115078	PR	CD	02-15-24				Payroll Run 1530: 2024-01-27 - 2024-02-09	203.14	0.00
115241	PR	CD	02-29-24				Payroll Run 1531: 2024-02-10 - 2024-02-23	203.14	0.00
115401	PR	CD	03-14-24				Payroll Run 1532: 2024-02-24 - 2024-03-08	203.14	0.00
115767	PR	CD	03-28-24				Payroll Run 1533: 2024-03-09 - 2024-03-22	203.14	0.00
<b>Ending Balance</b>								<b>1,218.84</b>	
								<b>Debit</b>	<b>Credit</b>
<b>Beginning Balance</b>								<b>0.00</b>	

**00-209-41230 Benefits RRSP/OMERS**

Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit	Credit
114662	PR	CD	01-18-24				Payroll Run 1528: 2023-12-30 - 2024-01-12	908.52	0.00
114797	PR	CD	02-01-24				Payroll Run 1529: 2024-01-13 - 2024-01-26	900.34	0.00
115078	PR	CD	02-15-24				Payroll Run 1530: 2024-01-27 - 2024-02-09	900.34	0.00
115241	PR	CD	02-29-24				Payroll Run 1531: 2024-02-10 - 2024-02-23	900.34	0.00
115401	PR	CD	03-14-24				Payroll Run 1532: 2024-02-24 - 2024-03-08	900.34	0.00
115767	PR	CD	03-28-24				Payroll Run 1533: 2024-03-09 - 2024-03-22	900.34	0.00
<b>Ending Balance</b>								<b>5,410.22</b>	
								<b>Debit</b>	<b>Credit</b>
<b>Beginning Balance</b>								<b>0.00</b>	

**00-209-41240 Benefits EHT**

Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit	Credit
114662	PR	CD	01-18-24				Payroll Run 1528: 2023-12-30 - 2024-01-12	170.45	0.00
114797	PR	CD	02-01-24				Payroll Run 1529: 2024-01-13 - 2024-01-26	170.45	0.00
115078	PR	CD	02-15-24				Payroll Run 1530: 2024-01-27 - 2024-02-09	170.45	0.00
115241	PR	CD	02-29-24				Payroll Run 1531: 2024-02-10 - 2024-02-23	170.45	0.00
115401	PR	CD	03-14-24				Payroll Run 1532: 2024-02-24 - 2024-03-08	170.45	0.00
115767	PR	CD	03-28-24				Payroll Run 1533: 2024-03-09 - 2024-03-22	170.45	0.00
<b>Ending Balance</b>								<b>1,022.70</b>	
								<b>Debit</b>	<b>Credit</b>
<b>Beginning Balance</b>								<b>0.00</b>	

**00-209-41250 Benefits Great West Life**

Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit	Credit
114472	AP	IN	01-15-24	Jan 2024		6148-Sun Life Assurance Co	Benefits Great West Life	118.82	0.00
114662	PR	CD	01-18-24				Payroll Run 1528: 2023-12-30 - 2024-01-12	440.50	0.00
114762	AP	IN	01-30-24	Feb 2024		6148-Sun Life Assurance Co	Benefits Great West Life	118.16	0.00
114797	PR	CD	02-01-24				Payroll Run 1529: 2024-01-13 - 2024-01-26	440.50	0.00
115078	PR	CD	02-15-24				Payroll Run 1530: 2024-01-27 - 2024-02-09	440.50	0.00
<b>Ending Balance</b>								<b>1,022.70</b>	
								<b>Debit</b>	<b>Credit</b>
<b>Beginning Balance</b>								<b>0.00</b>	

**Township of Stirling-Rawdon**

**General Ledger**

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Township of Stirling-Rawdon General (00)  
For the Fiscal Year 2024 Periods 0-3 Ending March 31, 2024

115241	PR	CD	02-29-24			Payroll Run 1531: 2024-02-10 - 2024-02-23	440.50	0.00
115286	AP	IN	03-04-24	Mar 2024	6148-Sun Life Assurance Co	Benefits Great West Life	118.16	0.00
115401	PR	CD	03-14-24			Payroll Run 1532: 2024-02-24 - 2024-03-08	440.50	0.00
115767	PR	CD	03-28-24			Payroll Run 1533: 2024-03-09 - 2024-03-22	440.50	0.00

<b>Ending Balance</b>	2,998.14	
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<b>Debit</b>	<b>Credit</b>
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**00-209-41270**

**Benefits WSIB**

<b>Beginning Balance</b>	0.00	
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Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit	Credit
114662	PR	CD	01-18-24				Payroll Run 1528: 2023-12-30 - 2024-01-12	314.68	0.00
114797	PR	CD	02-01-24				Payroll Run 1529: 2024-01-13 - 2024-01-26	314.68	0.00
115078	PR	CD	02-15-24				Payroll Run 1530: 2024-01-27 - 2024-02-09	298.94	0.00
115241	PR	CD	02-29-24				Payroll Run 1531: 2024-02-10 - 2024-02-23	298.94	0.00
115396	GL	GJ	03-12-24				To record WSIB reconciliation payment	444.69	0.00
115401	PR	CD	03-14-24				Payroll Run 1532: 2024-02-24 - 2024-03-08	298.94	0.00
115767	PR	CD	03-28-24				Payroll Run 1533: 2024-03-09 - 2024-03-22	298.94	0.00

<b>Ending Balance</b>	2,269.81	
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<b>Debit</b>	<b>Credit</b>
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**00-209-43110**

**Office Supplies & Stationery**

<b>Beginning Balance</b>	0.00	
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Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit	Credit
114529	AP	IN	01-15-24	65274398		6249-Corporate Express Cana	Paper	30.94	0.00
114529	AP	IN	01-15-24	65274398		6249-Corporate Express Cana	HST - Provincial (non-recoverable)	0.54	0.00
114807	AP	IN	02-05-24	141045		5653-Choice Com Network Sp	HST - Provincial (non-recoverable)	0.62	0.00
114807	AP	IN	02-05-24	141045		5653-Choice Com Network Sp	Copy Count	35.18	0.00
115278	AP	IN	03-04-24	141748		5653-Choice Com Network Sp	HST - Provincial (non-recoverable)	0.52	0.00
115278	AP	IN	03-04-24	141748		5653-Choice Com Network Sp	Copy count	29.81	0.00

<b>Ending Balance</b>	97.61	
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<b>Debit</b>	<b>Credit</b>
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**00-209-43130**

**Publications/Subscriptions**

<b>Beginning Balance</b>	0.00	
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<b>Ending Balance</b>	0.00	
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<b>Debit</b>	<b>Credit</b>
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**00-209-43140**

**Computer Supplies**

<b>Beginning Balance</b>	0.00	
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<b>Ending Balance</b>	0.00	
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<b>Debit</b>	<b>Credit</b>
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**00-209-43220**

**Legal**

<b>Beginning Balance</b>	0.00	
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<b>Ending Balance</b>	0.00	
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<b>Debit</b>	<b>Credit</b>
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**00-209-43240**

**Telephone and Fax**

<b>Beginning Balance</b>	0.00	
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Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit	Credit
114757	AP	IN	01-30-24	Jan 10, 202		4133-Bell Canada	HST - Provincial (non-recoverable)	1.26	0.00
114757	AP	IN	01-30-24	Jan 10, 202		4133-Bell Canada	Telephone and Fax	79.52	0.00
114853	AP	IN	02-05-24	Jan 21, 202		6576-TELUS	HST - Provincial (non-recoverable)	1.23	0.00
114853	AP	IN	02-05-24	Jan 21, 202		6576-TELUS	Telephone and Fax	70.00	0.00
114854	AP	IN	02-05-24	Jan 27, 202		4134-Bell Mobility	HST - Provincial (non-recoverable)	1.16	0.00
114854	AP	IN	02-05-24	Jan 27, 202		4134-Bell Mobility	Telephone and Fax	68.57	0.00
115232	AP	IN	02-28-24	Feb 10, 202		4133-Bell Canada	Phones - Feb 2024	73.30	0.00



**Township of Stirling-Rawdon**

**General Ledger**

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Township of Stirling-Rawdon General (00)  
For the Fiscal Year 2024 Periods 0-3 Ending March 31, 2024

115232	AP	IN	02-28-24	Feb 10, 202		4133-Bell Canada	HST - Provincial (non-recoverable)	1.29	0.00
115295	AP	IN	03-04-24	Feb 21, 202		6576-TELUS	Telephone and Fax	70.00	0.00
115295	AP	IN	03-04-24	Feb 21, 202		6576-TELUS	HST - Provincial (non-recoverable)	1.23	0.00
115317	AP	IN	03-04-24	Feb 2024 S		5250-Bank of Montreal-Corpor	HST - Provincial (non-recoverable)	1.14	0.00
115317	AP	IN	03-04-24	Feb 2024 S		5250-Bank of Montreal-Corpor	Phone cases	64.94	0.00
115320	AP	IN	03-04-24	Feb 27, 202		4134-Bell Mobility	Telephone and Fax	273.60	0.00
115320	AP	IN	03-04-24	Feb 27, 202		4134-Bell Mobility	HST - Provincial (non-recoverable)	4.74	0.00
115610	AP	IN	03-27-24	Mar 10, 202		4133-Bell Canada	HST - Provincial (non-recoverable)	1.25	0.00
115610	AP	IN	03-27-24	Mar 10, 202		4133-Bell Canada	Telephone and Fax	71.18	0.00

<b>Ending Balance</b>	784.41	
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<b>Debit</b>	<b>Credit</b>
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**00-209-43260**

**Memberships**

<b>Beginning Balance</b>	0.00	
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Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit	Credit
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115112	AP	IN	02-20-24	2024-01/01/		6516-Ontario Municipal Fire P	2024 Membership Fee	150.00	0.00
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<b>Ending Balance</b>	150.00	
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<b>Debit</b>	<b>Credit</b>
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**00-209-43270**

**Insurance**

<b>Beginning Balance</b>	0.00	
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Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit	Credit
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114799	GL	GJ	02-02-24				To record insurance to the correct departments and accounts	4,315.59	0.00
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<b>Ending Balance</b>	4,315.59	
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<b>Debit</b>	<b>Credit</b>
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**00-209-43290**

**Conferences**

<b>Beginning Balance</b>	0.00	
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Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit	Credit
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114518	AP	IN	01-15-24	1522		4441-Ontario Assoc. of Fire C	HST - Provincial (non-recoverable)	11.44	0.00
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114518	AP	IN	01-15-24	1522		4441-Ontario Assoc. of Fire C	2024 Main Conference Track	650.00	0.00
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<b>Ending Balance</b>	661.44	
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<b>Debit</b>	<b>Credit</b>
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**00-209-43310**

**Training**

<b>Beginning Balance</b>	0.00	
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<b>Ending Balance</b>	0.00	
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<b>Debit</b>	<b>Credit</b>
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**00-209-43321**

**Uniforms**

<b>Beginning Balance</b>	0.00	
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Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit	Credit
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114870	AP	IN	02-05-24	343872		5751-Talbot Marketing	Uniforms	105.93	0.00
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114870	AP	IN	02-05-24	343872		5751-Talbot Marketing	HST - Provincial (non-recoverable)	1.86	0.00
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115317	AP	IN	03-04-24	Feb 2024 S		5250-Bank of Montreal-Corpor	Uniforms	6.22	0.00
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<b>Ending Balance</b>	114.01	
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<b>Debit</b>	<b>Credit</b>
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**00-209-43500**

**Vehicle/Equipment - Fuel**

<b>Beginning Balance</b>	0.00	
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<b>Ending Balance</b>	0.00	
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<b>Debit</b>	<b>Credit</b>
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**00-209-43510**

**Vehicle/Eqmt Reps - LwnTrcts, Chnsws**

<b>Beginning Balance</b>	0.00	
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Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit	Credit
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114896	AP	IN	02-05-24	Jan 2024 St		4484-R & S Home Hardware	HST - Provincial (non-recoverable)	0.21	0.00
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114896	AP	IN	02-05-24	Jan 2024 St		4484-R & S Home Hardware	Vehicle/Eqmt Reps - LwnTrcts, Chnsws - ws washer	11.98	0.00
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115103	AP	IN	02-20-24	Jan 2024 St		4404-McKeown Motor Sales	Vehicle/Eqmt Reps - LwnTrcts, Chnsws	125.04	0.00
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115103	AP	IN	02-20-24	Jan 2024 St		4404-McKeown Motor Sales	HST - Provincial (non-recoverable)	2.20	0.00
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<b>Ending Balance</b>	139.43	
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**Township of Stirling-Rawdon**

**General Ledger**

4-12-2024 8:34am

Township of Stirling-Rawdon General (00)  
For the Fiscal Year 2024 Periods 0-3 Ending March 31, 2024

		Debit	Credit
00-209-43530	Vehicle Licence	Beginning Balance	0.00
		Ending Balance	0.00
		Debit	Credit
00-209-43700	Fire Prevention	Beginning Balance	0.00
		Ending Balance	0.00
		Debit	Credit
00-209-44600	Capital Expenditures	Beginning Balance	0.00
		Ending Balance	0.00
		Debit	Credit
00-209-44710	Contribution to Reserve Funds	Beginning Balance	0.00
		Ending Balance	0.00
		Debit	Credit
		<b>Total Debits and Credits</b>	<b>74,426.32 31,792.59</b>
		<b>Grand Total Debits and Credits</b>	<b>74,426.32 31,792.59</b>



## Stirling-Rawdon-Tweed Fire Service

Stirling - Rawdon  
2529 Stirling-Marmora Road  
P.O. Box 40  
Stirling, ON K0K 3E0

Municipality of Tweed  
255 Metcalf St.  
Postal Bag 729  
Tweed, ON K0K 3J0

Derrick Little  
Fire Chief/Inspector  
613-921-8152

### **Joint Fire Services Board Meeting**

### **February and March 2024**

### **Fire Chief's Report**

In this report you will find an overview of activities from February and March 2024

#### **Training/Meetings:**

- Regular Tuesday & Thursday Hall training
- Health and Safety meetings Tweed and Stirling
- Regular Council meetings
- Training meetings
- Monthly Managers' meetings
- Monthly Hasting County Chiefs' meetings
- Monthly Hastings Chiefs' Communications meeting
- Hastings County Fire Coordinators' monthly meetings
- OFM Fire Coordinators' meetings
- SP 103 MNR Wildfire Training
- Budget meetings
- Dispatch Onboarding with St. Catharines Fire
- Community Risk Assessment meeting with Loomex road tour
- Meeting with MNR and MTO to address signage on major routes to advertise fire danger and burn status in local municipalities.
- MNR pre-season meeting on upcoming information for wildfire season.
- NFPA 1001 Firefighter 1 evaluation and testing.
- Webinar on wildfire mitigation Ontario Government
- Fit test SCBA for new firefighters
- Eclipse preparation meetings

#### **Inspections/Fire Safety Plan**

##### **Tweed**

- Pathways inspection
- Assist other agencies with fire code inspections
- Fire burn complaints
- Barn fire investigation



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- Tour of tornado area to assist MNR with mapping
- MNR fire response reports
- Meeting with multiple agencies to address a residential fire hazard
- Commercial building inspection
- Residential fire alarm inspection
- Hoarding issue - residential fire code inspection (multiple visits)

### **Stirling**

- Restaurant new start up fire code inspections
- Pathways inspections
- Commercial building inspection
- Burn complaints
- Barn fire investigation
- Long Term Care fire investigation (OFM notified)
- Residential gas smell investigation

### **Fire Prevention**

- We have had groups from Beavers, Cubs and Scouts visit the fire hall for a tour and fire prevention presentation
- A restricted burn ban has been put in effect from 7 p.m. to 7 a.m. with camp fires only. Signs have been installed at all major locations and burn indicators in both Stirling-Rawdon and Tweed.
- Review of long-term care home fire safety care after action review
- Upcoming events - Farm Safety Day, Plowing Match and open house

### **Training**

- Usual lesson plans for weekly training and sign-offs for regular upkeep of training
- Continuing to work on Fire Fighter 2 (NFPA 1001 Level 2) Learning Contract
- The first Firefighter One Learning Contract has been completed. The Ontario written exams and final skills testing and evaluations were completed by students April 7th & 8th weekend at the Hastings Prince Edward training tower. A proctor from the Ontario Fire College attended to administer the AS&E (Academic Standards and Evaluation) exam and the skill tests to become NFPA 1001 FF1 certified.



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- The classroom portion and final exam for Wildfire Firefighting Course SP103 has been completed. The practical session will be held in the next week and once completed we will be in compliance with MNR. (Ministry of Natural Resources Wildfire division)

### **Public Service**

- Check smoke and CO alarms for elderly and, if need, supplied a new alarm from Enbridge grant supply
- Check and dispose of fire extinguishers for some residents
- Prepare for water tower shut down and procedures for fire suppression

### **Maintenance / Repairs**

- Replace intake valve Unit #402
- Exhaust replaced on tail pipe #402
- Tweed Rescue 3 engine light and wiring repaired and warranty new turbo
- Stirling #301 engine light on reprogramming required complete
- SRT #1 warranty work and recalls
- SRT #2 warranty work and recalls
- Portable pumps and generators serviced and repaired
- Grass fire equipment serviced and installed for both departments - pumps, blowers and tanks install in trailers and trucks
- Dump chute installed on #402
- Radio repaired in #401 & #402
- Replaced Unit #1 rear latch
- Air leaks and regulators installed at Station #2 truck fills
- Water tank fill cap repair on #402
- Pressure washer Station #2 overload switch replacement

### **Summary:**

After completing the first learning contract in house with Firefighter One we look forward to creating the Firefighter Two contract to hopefully have it approved this fall so that we are able to deliver it to a group of our staff and be one step closer to certification. We will also be working on a learning contract for a hazmat course. Rich will be shadowing a couple of OFC hazmat



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courses this summer to enable him to deliver one this winter as it is our hope to do a lot of it indoors in the colder months. We were quite pleased with the turnout of FF 1 program. The students put a lot of time and hard work into it, and I would like to thank them all for a job well done.

We had a lot of help from our trainer facilitators on both departments and look forward to delivering more courses. I would like to thank each person that took the time out of their busy schedules. We have a great group of men and women on both departments, and we are all extremely proud of what they do for us each and every day.

### **Discussion:**