



Beaver Emergency Services Commission

REGULAR MEETING

*Wednesday, March 21, 2018: 6:00 P.M.
BESC Office, Viking AB*

COMMISSION members PRESENT at commencement:

Commissioner Kevin Smook, Beaver County Division 1
Commissioner Debora Dueck, Town of Tofield
Commissioner John Markel, Village of Holden
Commissioner Gene Hrabec, Beaver County Division 3
Commissioner Judy Acres, Town of Viking
Commissioner Dale Pederson, Beaver County Division 5
Commissioner Nik Lee, Village of Ryley

ADMINISTRATION members PRESENT at commencement:

Mike Hoffman, Regional Emergency Manager
Stefanie McNeill, Recorder

GUESTS PRESENT at commencement:

District Fire Chief Dave Oleksyn, BESC Station #1, Tofield
Captain Scott Langille, BESC Station #1 Tofield
Lieutenant Andrew Schmidt, BESC Station #1, Tofield
District Fire Chief Terry Magneson, BESC Station #2, Ryley
Lieutenant Weston Magneson, BESC Station #2, Ryley
Firefighter Wyatt Magneson, BESC Station #2, Ryley
Assistant Fire Chief Dave Golka, BESC Station #3, Holden
District Fire Chief Kevin Fornal, BESC Station #5, Viking
Brian Ducherer, On Behalf of a Private Citizen

1) **CALL TO ORDER:**

Board Chairman Kevin Smook *called to order the Regular Meeting of Beaver Emergency Services Commission at 6:02 p.m. March 21, 2018 at the BESC Office, Viking, AB.*

2) **ADDITIONS OR DELETIONS FROM THE AGENDA:**

- 2.1 - 13.1 – Meeting Protocol – “In Camera”
- 2.2 - 13.2 – Finances – “In Camera”

3) **ADOPTION OF AGENDA:**

18-022 MOVED BY *Commissioner Nik Lee that the Beaver Emergency Services Commission adopt the Agenda as amended.*

CARRIED

4) **ADOPTION OF MINUTES:**

18-023 MOVED by *Commissioner Judy Acres that the Beaver Emergency Services Commission accept the February 14, 2017 Regular Meeting Minutes as amended.*

CARRIED

5) **DELEGATION:**

- 5.1 – Tofield Fire Information Presentation – Combo Unit (15 mins)

Direction given by Beaver Emergency Services Commission to have Administration work with Tofield Fire to have RFP's completed and returned for review.

18-024 MOVED by *Commissioner Gene Hrabec request that Beaver Emergency Services Commission meet “In Camera” at 6:47 pm.*

CARRIED

18-025 MOVED by *Commissioner Gene Hrabec the Beaver Emergency Services Commission return to Regular meeting at 7:24 pm.*

CARRIED

6) **FINANCIAL REPORTS:**

- 6.1 - February 2018 Financial Reports

18-026 MOVED by *Commissioner John Markel that the Beaver Emergency Services Commission accepts February 2018 Financial Reports as presented.*

CARRIED



7) **RISK MANAGEMENT:**

- 7.1 - Safety Codes Violation (Drop Sheet) – REM Mike Hoffman reported that all violations have been completed except 2 which are administrative procedures and that the business will be monitored going forward. Commission agreed that a generic letter be sent out to inform the public on the progress made.

18-027 Moved by Commissioner Deb Dueck that Beaver Emergency Services Commission amend the letter and release as amended.

CARRIED

8) **BUSINESS ARISING:**

- 8.1 - Firefighter Remuneration – Information Update from REM – Commissioner Gene Hrabec suggests BESC go on as business as usual until further information is provided.
- 8.2 - **18-019 Moved by Commissioner Judy Acres that Beaver Emergency Services Commission seek legal direction pertaining to Facebook post. (Drop Sheet) – “In Camera”**
- 8.3- FSTP – Grant – Training Plan – REM Mike Hoffman has informed the board that an extension can be requested for up to six months in order to determine what the training process will be.

18-028 Moved by Commissioner Judy Acres the Beaver Emergency Services Commission direct the Training Officers from each Department to contact REM Mike Hoffman with ideas for training by April 6, 2018.

CARRIED

9) **NEW BUSINESS:**

- 9.1 – Dispatch – REM Mike Hoffman informed the Commission that the new Strathcona Dispatch system went live on March 21, 2018 with a test and it seemed to be working fine with the current Fire Hall Utility App being used by all departments. Administration is going to confirm that all departments are utilizing this App and will report to the BESC Board at the April meeting.

- 9.2 - Extrication Equipment Viking Fire (RFD)

18-029 Moved by Commissioner Deb Dueck that Beaver Emergency Services Commission approves the purchase of extrication equipment as presented. Holmatro Rescue Equipment - \$46,640.00

CARRIED

- 9.3 - Quotes for Viking Fire Tanker (RFD) - Viking Fire Tanker RFD was denied, as a result Beaver Emergency Service Commission will be following the proper purchasing policy, BESC Policy #14.2, going forward. Viking Fire Tanker has been sent out for RFP.

18-030 Moved by *Commissioner Dale Pederson that Beaver Emergency Services Commission defer this until the May meeting once the RFP's have been returned for review and required motion.*

CARRIED

9.4 - AAFRAC (RFD)

18-031 Moved by *Commissioner Deb Dueck the Beaver Emergency Services Commission request manufacturer to bring in 6 radios, 1 at each department, for a trial of the system.*

CARRIED

10) **E.R.M.C. STRATEGIC PLAN UPDATE:**

10.1 - Follow Up Action List

9:10 pm Guest Attendees left the meeting

11) **REPORTS:**

11.1 - Commission Members – Commission Chair Kevin Smook informed the board that from the BHI meeting it was discussed that Elk Island Park is starting to work on their Emergency Response Plan, information provided to REM for follow up.

11.2 - Regional Emergency Manager Report – REM Mike Hoffman reported that there has been an Admin Assistant report added to the REM Report for the board to be able to see what the Admin Assistant has been doing throughout the month.

18-032 Moved by *Commissioner John Markel that Beaver Emergency Services Commission accept the Regional Emergency Manager Report as presented.*

CARRIED

12) **CORRESPONDENCE:**

9:15 pm Board Chair Kevin Smook called for a short recess

9:21 pm Board Chair reconvened the meeting

13) **"IN CAMERA"**


13.1 - Meeting Protocol

13.2 - Finances

13.3 – Personnel

18-033 Moved by *Commissioner Deb Dueck the Beaver Emergency Services Commission meet "In Camera" at 9:22 pm*

18-034 Moved by *Commissioner John Markel the Beaver Emergency Services Commission return to Regular meeting at 10:16 pm*



14) **NEXT MEETING:**

6:00 P.M. Wednesday April 11, 2018 at the Kinsella Senior Center, Kinsella, AB.

18-035 Moved by *Commissioner Deb Dueck that Beaver Emergency Services Commission change the April 11, 2018 Regular Meeting to April 12, 2018 at 6:00 pm at the Kinsella Senior Center, Kinsella, AB*

CARRIED

15) **ADJOURNMENT:**

18-036 MOVED by *Chairman Kevin Smook that the Beaver Emergency Services Commission adjourn the Regular Board Meeting.*

CARRIED

Meeting adjourned at 10:16 p.m.

Chairman _____



Vice Chair _____



Regional Emergency Manager _____

