



# Beaver Emergency Services Commission

## REGULAR MEETING

Wednesday, May 9, 2018: 6:00 P.M.  
BESC Office, Viking, Alberta

COMMISSION members PRESENT at commencement:

Commissioner Kevin Smook, Beaver County Division 1  
Commissioner Debora Dueck, Town of Tofield  
Commissioner Mark Giebelhaus, Village of Holden  
Commissioner Gene Hrabec, Beaver County Division 3  
Commissioner Laural Weisgerber, 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  
Assistant Chief Scott Langille, BESC Station #1, Tofield  
Lieutenant Andrew Schmidt, BESC Station #1 Tofield  
District Fire Chief Kevin Fornal, BESC Station #5, Viking  
Firefighter Logan Roth, BESC Station #5, Viking  
Firefighter Braydon Pace, BESC Station #5, Viking

1) **CALL TO ORDER:**

Board Chairman Kevin Smook called to order the Regular Meeting of Beaver Emergency Services Commission at 6:05 p.m. May 9, 2018 at the BESC Office in Viking, Alberta.

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

2.1 – Addition – 8.3 – Vehicle Replacement

3) **ADOPTION OF AGENDA:**

**18-052 MOVED BY** *Commissioner Gene Hrabec that the Beaver Emergency Services Commission adopt the Agenda as amended.*

**CARRIED**

4) **ADOPTION OF MINUTES:**

**18-053 MOVED by** *Commissioner Debora Dueck that the Beaver Emergency Services Commission accept the April 12, 2018 Regular Meeting Minutes as presented.*

**CARRIED**

5) **DELEGATION:**

6) **FINANCIAL REPORTS:**

- 6.1 - March 2018 Financial Reports – Beaver Emergency Services Commission Board directs Administration to gather copies of the Grand and Toy invoices in question from March and April to present at June 13, 2018 meeting.

**18-054 MOVED by** *Commissioner Debora Dueck that the Beaver Emergency Services Commission defer the April 2018 Financial Reports to the June 13, 2018 meeting.*

**CARRIED**

7) **RISK MANAGEMENT:**

Board Chair Kevin Smook asked Administration whether Parish and Heimbecker have coordinated with us on their ERP. REM Mike Hoffman said that they have forwarded us a copy of their ERP.

Board Chair Kevin Smook also inquired on the status of Fire Bans in our region. REM Mike Hoffman has reported that he has reached out to all the BESC Chiefs and only 3 have responded back. Tofield Chief Oleksyn has stated that it is drier on the west end of the county. The regions all around Beaver County have implemented either advisories or a full ban, REM Mike Hoffman has suggested that we wait until we see if the forecast for Thursday May 10, 2018 is right and the county gets rain.

The BESC Board is looking for suggestions on how BESC can help with the problem area of Highway 14 and Range Road 130. Commissioner Hrabec has suggested that Administration draft a letter with evidence towards the number of accidents at this corner and the amount of money being spent on our time and equipment being sent to accidents on this corner.

**18-055 MOVED by** *Commissioner Gene Hrabec the Beaver Emergency Services Commission have Administration draft a letter to send to Alberta Transportation, the MLA, and the Minister of Transportation, that includes the amount of time and money being spent on accidents, and the concerns of safety for traffic at Highway 14 and Range Road 130.*

**CARRIED**



8) **BUSINESS ARISING:**

- 8.1 - FSTP Grant (Update from ECFTG) – Info Share – REM Mike Hoffman stated that he was scheduled to have a meeting with the East Central Group and it was cancelled. He has provided a list of training options to all departments and has only received input from 2 departments, Tofield and Holden, back. He will be sending out one more email and if he gets no response we will be going ahead with the priority list that the REM has come up with from the 2 responding Chiefs.
- 8.2 - Policy #25.1 – Fundraising/Donations – BESC has a policy in place that states that we can issue Charitable Donation Receipts, after some investigating by Administrative Assistant Stefanie McNeill BESC does not have a Charity Number and cannot at this time issue Charitable Donation Receipts. The BESC Board has mixed feelings on whether or not BESC Office should become charitable, the BESC Board as given direction for Administration to do some further research on this issue.
- 8.3 - Vehicle Replacement – Commissioner Gene Hrabec feels that the BESC Board needs to understand the needs of all the Fire Stations so that we have some consistency across Beaver County and are not paying more for the same trucks in different Stations. Administration will now be taking the numbers from the RFP's and put them into our Capital Plan, which is a living document and can be revised, according to REM Mike Hoffman.

9) **NEW BUSINESS:**

- 9.1 – MEP Review – Info Share – REM Mike Hoffman had a meeting with John Lamb and will have a report on our MEP from April 17, 2018 for the June 13, 2018 meeting. BESC Board is looking and maybe having to revise our Policy on Declaring a SOLE.
- 9.2 - RFP Review – RFD will be provided – RFD Tofield Fire Combo Unit – Tofield Fire received 2 RFP's, one from Fort Garry and the other from Commercial Truck.

**18-056 Moved by Commission Debora Dueck that Beaver Emergency Services Commission accept as per recommendation by Tofield Fire and go with the Proposal from Commercial Truck for \$706,431.17 "plus GST", the funds are allocated from BESC Capital Reserve Accounts.**

*Commissioner Gene Hrabec requested a recorded vote.*

FOR  
Commissioner Smook  
Commissioner Dueck  
Commissioner Lee  
Commissioner Weisgerber  
Commissioner Giebelhaus

APPOSED  
Commissioner Pederson  
Commissioner Hrabec

**CARRIED**

RFD Viking Fire Tanker – Viking Fire received 2 RFP's, one from Fort Garry and the other from Commercial Truck.

**18-057 Moved by Commissioner Kevin Smook that Beaver Emergency Services Commission accept as per recommendation from Viking Fire that the board authorize the purchase of one (1) mobile water supply apparatus from Fort Garry Fire Trucks for \$335,588.00 "plus GST", the funds are allocated from BESC Capital Reserve Accounts.**

**CARRIED**

BESC Board would like Administration to look into whether only one (1) Class A Pumper needs to be NFPA Certified in each Hall. Administration will also start working on a template for a Pumper Truck RFP that can be used across Beaver County.

**7:30 pm Board Chair Kevin Smook called for a short recess**

**7:37 pm Board Chair reconvened the meeting**

- 9.3 - Cell Signal Boost – Ryley Fire – The Village of Ryley has received a grant to boost cell signal in all Municipal owned buildings within the Village of Ryley, they have suggested that maybe boosting the cell signal in the Fire Station would be a good idea. This would come free of charge to BESC and would help Ryley Fire to receive their dispatch calls within the Fire Station. The discussion among the BESC Board was that this is a nice thing that the Village of Ryley is willing to do and that we should graciously accept their offer.

**18-058 Moved by Commissioner Gene Hrabec that Beaver Emergency Services Commission accept the offer from the Village of Ryley to boost the cell signal in Ryley Fire Station and have Administration draft a Thank You letter to be given to the Village of Ryley.**

**CARRIED**

- 9.4 - Donation Request ATB Golf Tournament – Beaver Emergency Services Commission Board feels the BESC Head office needs a Policy on the limit and what can be donated to these types of requests. The BESC Board has given direction to Administration to develop a Donating Policy and bring it back for review. The REM has suggested that we use up some of the mugs purchased a long time ago for now, the Board agreed with him.

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

- 10.1 - Follow Up Action List – AAFRAC Radio System – REM Mike Hoffman has received 6 portable radios that have been distributed to Tofield Fire, Viking Fire, Holden Fire, Ryley Fire, and the County Police to test the system in our area. REM Hoffman has also talked to the Deputy Chief in Strathcona County about the price that they can get if we were to do an RFP through them along with other surrounding Emergency Services groups that would be interested in the AAFRAC system, if we were to do the RFP this way the price would drop dramatically. There may also be an opportunity to have money donated from some of the Oilfield Companies that are looking to put some money into Emergency Services.

Policy Review – The BESC Board would like Administration to bring the Purchasing Policy #14.2 to the June 13, 2018 meeting for review.

PTSD Presentation – The PTSD Presentation is set for June 20, 2018 at the Holden Hall, in Holden, Alberta at 7 pm. Stefanie McNeill will be taking pictures and posting them on the BESC website and BESC's Facebook page.



10.2 - Table Top Exercise – REM Mike Hoffman has sent out evaluations to everyone that was involved in this exercise and is just waiting on the return of the evaluation forms. All of the verbal reviews have been excellent, the biggest take back from this was that our Elected Officials and everyone involved need to be trained. REM Hoffman has been working with Ken Kendall on getting some grant funding to have our Elected Officials trained to the ICS system. REM Hoffman is also going to be discussing with the Municipalities and Beaver County about some options for an alternate EOC.

11) **REPORTS:**

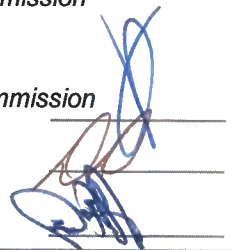
- 11.1 - Commission Members – Commissioner Dale Pederson was wondering about the Livestock Grant and if BESC has considered looking at applying for this grant. REM Hoffman has explained that the Livestock Grant is something that BESC is looking into applying for and that this grant is to help the Firefighters learn how to deal with livestock in the event of an emergency, example loading and unloading, herding, moving. The BESC Board feels that we need to come up with a list of people in Beaver County that would be willing to allow the Fire Departments the use of their shoots so that if cattle has to be unloaded and reloaded this will be done with ease. Commissioner Pederson was approached by an individual that was helping at an incident that took place involving a cattle liner that almost tipped over on the highway. In this situation Viking Fire came out and helped get the cattle loaded and unloaded, at this time the individual felt that he was treated with disrespect by the Fire Department. The BESC Board would like REM Mike Hoffman to talk to each Department about being respectful to anyone that is helping on scenes.
- 11.1 - Commissioner Kevin Smook and REM Mike Hoffman both attended the meeting in Lamont to discuss the Elk Island Park Emergency Response Plan in the park for preplanned burning. At this meeting REM Hoffman has made contact with Chris, a Wildland Fire Instructor from NAIT. They discussed the proposal of having the FireSmart program to be run in Beaver County; approval was given to NAIT to run the FireSmart training in Beaver County for free.
- 11.2 - Regional Emergency Manager Report – REM Hoffman has discussed the fact that we need to get the Departments to get their training going so that we can get up to the standards that we need to be at to run a professional Emergency Services Commission. The Board agreed that the training needs to be offered and see what the response is going to be from all departments.

Commissioner Kevin Smook has requested that Administration send the Emergency Preparedness information to Beaver County to have them post it on their website.

**8:48 pm Board Chair Kevin Smook called for a short recess**  
**8:50 pm Board Chair reconvened the meeting**

**18-059 Moved by Commissioner Gene Hrabec that Beaver Emergency Services Commission meet "In Camera" at 8:50 pm**

**18-060 Moved by Commissioner Dale Pederson the Beaver Emergency Services Commission return to Regular meeting at 9:53 pm**



12) CORRESPONDENCE:

13) "IN CAMERA"

**18-061 Moved by Commissioner Gene Hrabec** the Beaver Emergency Services Commission donate \$50 to Ryley Ag Society in Memory of Elaine Magnuson.

**CARRIED**

Direction was given by the Board to have Administration buy a Get Well Soon Card for Commissioner John Markel.

14) NEXT MEETING:

6:00 P.M. Wednesday June 13, 2018 at the Viking Fire Hall, Station #1, Viking, AB.

15) ADJOURNMENT:

**18-062 MOVED by Chairman Debora Dueck** that the Beaver Emergency Services Commission adjourn the Regular Board Meeting.

**CARRIED**

Meeting adjourned at 9:56 p.m.

Chairman



Vice Chair



Regional Emergency Manager

