



Beaver Emergency Services Commission

REGULAR BOARD MEETING

Wednesday, January 12, 2022: 6:00 P.M.
BESC Office Viking

COMMISSION members PRESENT at commencement:

Chair Gene Hrabec, Beaver County Division 3 –BESC Office
Vice-Chair Debora Dueck, Town of Tofield- BESC Virtual
Commissioner Lionel Williams, Beaver County Division 1 –BESC Office
Alt Commissioner Milt MacGregor Village of Holden –Virtual
Commissioner Dale Pederson, Beaver County Division 5 –BEC Office
Commissioner Nola Wood-Herrick, Village of Ryley–BESC Office
Commissioner Cindy Lesfrud, Town of Viking–BESC Office

ADMINISTRATION members PRESENT at commencement:

Allan Weiss, Regional Emergency Manager–BESC Office
Barb Lehman, Financial Assistant, –Virtual
Sheila Lusk Administrative Assistant–BESC Office

GUESTS PRESENT at commencement:

Russ Farmer- Russel Farmer and Associates Consulting Ltd

1) CALL TO ORDER:

Chair Hrabec called the meeting to order at 6:00 pm.

2) ADDITIONS OR DELETIONS FROM THE AGENDA:

2.1 Introduction of Administrative Assistant – Kayla Miller

REM Weiss introduced Administrative Assistant Kayla Miller

3) ADOPTION OF AGENDA:

BESC Regular Meeting Minutes January 12, 2022

Approved

Chair

Vice Chair

REM

22-001 MOVED by CM Lefsrud that the Beaver Emergency Services Commission adopt the agenda as amended.

CARRIED

4) **ADOPTION OF MINUTES:**

22-002 MOVED by VC Dueck that the Beaver Emergency Services Commission accept the December 8, 2021 Regular Board Meeting Minutes as presented.

CARRIED

5) **DELEGATION:**

Russell Farmer, Russell Farmer and Associates Consulting Ltd to discuss Organizational Review – Agenda item 12 Closed Session.

6) **FINANCIAL REPORTS:**

- 6.1 –December Reconciliation Reports
- 6.2 – December Financial Statements
- 6.3 – Aged Accounts Summary
- 6.4 – 5 Year Apparatus Plan
- 6.5 – Capital Budget 2022
- 6.6 – 2022 COLA
- 6.7 – Vacation Carry Over

22-003 MOVED by CM Pederson that the Beaver Emergency Services Commission table the December Reconciliation Reports to the February 9, 2022 Regular Board Meeting

CARRIED

22-004 MOVED by CM Williams that the Beaver Emergency Services Commission accept the December Financial Statements as presented.

CARRIED

22-005 MOVED by CM Pederson that the Beaver Emergency Services Commission table the December Aged Receivables Report to the February 9, 2022 Regular Board Meeting.

CARRIED

22-006 MOVED by CM Pederson that the Beaver Emergency Services Commission accept the 5 Year Apparatus Plan as presented

CARRIED

22-007 MOVED by CM Wood-Herrick that the Beaver Emergency Services Commission table the 2022 Capital Budget to the February 9, 2022 Regular Board Meeting

CARRIED

22-008 MOVED by CM Wood-Herrick that the Beaver Emergency Services Commission approve a Cost of Living Adjustment of 4% commencing January 1, 2022.

CARRIED

22-009 Moved by Alt CM MacGregor that the Beaver Emergency Services Commission approve a vacation carry over of 31.14 hours for Sheila Lusk.

CARRIED

Barb Lehman left the meeting at 7:00 pm

7) **RISK MANAGEMENT:**

7.1 Priorities List

The list will be updated to remove the priorities that have been addressed.

7.2 FUAL

Direction from the board

- Administration to complete the funding agreement with the Viking Volunteer Fire Department Society (VVFDS) regarding funding for the district station 5 addition prior to the February 9, 2022 meeting. The payment to the VVFDS will not be released until the agreement is signed.

8) **OLD BUSINESS**

8.1 January 20, 2022 Apparatus Plan Meeting

Per discussion, the purpose of meeting is to provide an opportunity for all of the board and the District Fire Chiefs to review and discuss the apparatus plan. In addition, Russ Farmer will attend the meeting virtually to discuss the Organizational Review process. The meeting will be held at the Ryley Community Centre.

9) **NEW BUSINESS:**

No new business

10) **REPORTS:**

10.1 Health & Safety Committee

CM Pederson reported inspections of stations 1 and 3 are complete. Inspections for stations 4 and 6 are planned for quarter 1 of 2022.

10.2 Personnel Committee

VC Dueck advised the committee is reviewing the personnel policies.

10.3 Policy Committee

22-010 Moved by CM Williams that the Beaver Emergency Services Commission accept the Capital Purchases Committee Terms of Reference as presented.

CARRIED

22-011 Moved by Alt CM MacGregor that the Beaver Emergency Services Commission accept the Policy Committee Terms of Reference as presented.

CARRIED

Direction from the board

- The policy committee is to revisit the per diem policy in light of the discussion regarding working groups and requirement for minutes.

10.4 Capital Purchases Committee

No update

10.5 REM Weiss Report

Reviewed report

10.6 Communication Strategy and Upcoming Events

Reviewed the *Upcoming Events* document

11) CORRESPONDENCE:

Chair Hrabec advised the board that he and CM Pederson had a conversation with MLA Lovely who invited BESC to forward her their comments respecting the use of ambulances for inter hospital transfers.

Direction from the board

REM Weiss and Chair Hrabec to draft a letter to MLA Lovely with BESC's comments with respect to inter hospital transfers. They are to seek input from Wes Baerg of Beaver EMS and provide copies of the letter to the municipalities.

12) CLOSED SESSION

22-012 Moved by *CM Wood-Herrick that the Beaver Emergency Services Commission meet in Closed Session to discuss Local Body Confidences per section 23 of FOIP at 7:36 pm.*

CARRIED

22-013 Moved by *CM Lefsrud that the Beaver Emergency Services Commission come out of Closed Session at 8:39 pm.*

CARRIED

14) NEXT MEETING:

6:00 pm. Wednesday February 9, 2022 at the BESC office in Viking, Alberta or at the call of the Chair.

15) ADJOURNMENT:

Chair Hrabec adjourned the meeting at 8:40 pm.

Chair



Debra L. Hrabec

Vice Chair



Regional Emergency Manager

