



Beaver Emergency Services Commission

REGULAR BOARD MEETING

Wednesday, July 13, 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 Office
Commissioner John Markel, Village of Holden –BESC Office
Commissioner Dale Pederson, Beaver County Division 5 – BESC Office
Commissioner Nola Wood-Herrick, Village of Ryley–BESC Office

ADMINISTRATION members PRESENT at commencement:

Sheila Lusk, Regional Manager–BESC Office
Barb Lehman, Financial Assistant, –BESC Office
Kayla Miller, Administrative Assistant–BESC Office

COMMISSION members ABSENT:

Commissioner Lionel Williams, Beaver County Division 2
Commissioner Cindy Lefsrud- Town of Viking

CALL TO ORDER:

Chair Hrabec called the meeting to order at 6:06 pm.

1) ADDITIONS OR DELETIONS FROM THE AGENDA:

Add Item 8.2-Organization Review Release Summary

Add item 12.1- Closed- Personnel

2) ADOPTION OF AGENDA:

22-94 MOVED by *VC Dueck that the Beaver Emergency Services Commission adopt the Agenda as amended.*

CARRIED

3) ADOPTION OF MINUTES:

June 8, 2022 Regular Board Meeting Minutes

Revise item 6.4 to correct invoice number from T-18-21 to T-18-121, add H-18-13.

Revise item 8.2 to correct spelling error in name from Jay Parent to Jaye Parrent.

22-95 MOVED by *CM Wood-Herrick that the Beaver Emergency Services Commission adopt the June 8, 2022 Regular Board Meeting Minutes as corrected.*

CARRIED

4) DELEGATION:

None

5) FINANCIAL REPORTS:

22-96 MOVED by *VC Dueck that the Beaver Emergency Services Commission accept the June Reconciliation and Financials as presented.*

CARRIED

22-97 MOVED by *Chair Hrabec that the Beaver Emergency Services Commission meet in Closed Session for agenda item 6.3 Aged Receivables as per Section 23 of FOIP at 6:21 pm.*

CARRIED

22-98 MOVED by *CM Markel that the Beaver Emergency Services Commission come out of Closed Session at 6:42 pm.*

CARRIED

22-99 MOVED by *VC Dueck that the Beaver Emergency Services Commission approve the unbudgeted expenditure to replace expired Personal Protective and that up to \$70,000 be reallocated from the Operating Reserve to Personal Protective Clothing.*

CARRIED

Barb Lehman left the meeting at 7:05 pm

7) RISK MANAGEMENT:

7.1 Priorities

Reviewed the 2021 outstanding priorities list.

7.2 FUAL

Reviewed the 2022 follow up action list.

8) OLD BUSINESS

8.1 Emergency Management Appointments- CPO Rick Ells

22-100 MOVED by VC Dueck that the Beaver Emergency Services Commission appoint Community Peace Officer Rick Ells as Deputy Director of Emergency Management for Beaver County

CARRIED

8.2 Organizational Review- Release of Summary Report

22-101 MOVED by VC Dueck that item Organization Review-Release of Summary be added to the agendas for both July 25, 2022 Strategic Planning Meeting and August 10, 2022 Regular Board Meeting

CARRIED

9) NEW BUSINESS:

9.1 Policy 35- Health and Safety

22-102 MOVED by CM Markel that Beaver Emergency Services Commission accept Policy 35- Health and Safety as amended

CARRIED

9.2 TOR Health and Safety Committee

22-103 MOVED by CM Pederson that Beaver Emergency Services Commission approve the TOR Health and Safety Committee as amended

CARRIED

10) REPORTS:

10.1 Health & Safety Committee

CM Pederson gave update on June 20, 2022 JHSC meeting and May 16, 2022 Health & Safety inspections.

10.2 Capital Purchases Committee

Committee reviewing 5-year apparatus plan. CM Pederson and RM Lusk will be scheduling meetings with each DFC to discuss and complete apparatus assessment form. The apparatus assessment form is based on NFPA 1901 Annex "D" and the FUS Insurance Grading for used/rebuilt apparatuses.

10.3 Regional Manager Report

Regional Manager Lusk gave report on communication with stations, current projects, and status of insurance claims for Station 2 and Station 3.

10.4 Communication Strategy and Upcoming Events

The following Upcoming Meeting Dates were tentatively set. Dates to be confirmed at the August Regular Board Meeting.

- July 25, 2022- Strategic Planning Meeting- Tofield Chambers
- October 5, 2022- Budget Planning Meeting
- November 2, 2022- Board Organizational Planning and Regular Board Meeting
- November 2, 2022 Organizational Meeting

- November 2, 2022 Regular Board Meeting
- November 30, 2022 - Budget Meeting

11) CORRESPONDENCE:

Not discussed.

12) CLOSED SESSION

22-104 Moved by VC Dueck *that the Beaver Emergency Services Commission meet in Closed Session to discuss personnel issues per Section 16 of FOIP at 7:56 pm.*

CARRIED

22-105 Moved by CM Wood-Herrick *that the Beaver Emergency Services Commission come out of closed session at 8:12 pm.*

CARRIED

14) NEXT MEETING:

6:00 pm. Wednesday August 10, 2022 at the BESC Office in Viking, Alberta or at the call of the Chair.

15) ADJOURNMENT:

Chair Hrabec adjourned the meeting at 8:17 pm.

Chairman

Vice Chair

Regional Manager