



Beaver Emergency Services Commission

REGULAR BOARD MEETING

Wednesday March 8, 2023 6:00 P.M.

BESC Office Viking, Alberta

COMMISSION members PRESENT at commencement:

Chair Gene Hrabec, Beaver County Division 3 – BESC Office

Vice-Chair Cindy Lefsrud, Town of Viking – BESC Office

Commissioner Deb Dueck, Town of Tofield – BESC Office

Commissioner Brian Ducherer, Village of Ryley – BESC Office

Commissioner John Markel, Village of Holden – BESC Office

Commissioner Dale Pederson, Beaver County Division 5 – BESC Office

ADMINISTRATION members PRESENT at commencement:

Sheila Lusk, Acting Regional Manager – BESC Office

Barb Lehman, Financial Assistant – BESC Office

Kayla Miller, Administrative Assistant – BESC Office

GUESTS PRESENT at commencement:

Steve Upham, Upham Strategies – BESC Office

Luc Heath, KBH Chartered Professional Accountants – Virtual

Mohini Kumar, KBH Chartered Professional Accountants – Virtual

1) CALL TO ORDER:

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

2) AGENDA ADDITONS OR DELETIONS

Add item 6.5 Financials – Meeting.

3) ADOPTION OF AGENDA

23-032 MOVED by VC Lefsrud that Beaver Emergency Services Commission adopt the agenda as amended.

CARRIED

4) DELEGATION KBH ACCOUNTING

23-033 MOVED by CM Williams that Beaver Emergency Services Commission move into closed session at 6:02 pm.

CARRIED

23-034 MOVED by CM Dueck that Beaver Emergency Services Commission move out of closed session at 6:50 pm.

CARRIED

23-035 MOVED by VC Lefsrud that Beaver Emergency Services Commission accept the audited financial statements as amended.

CARRIED

5) MINUTES

23-036 MOVED by CM Dueck that Beaver Emergency Services Commission adopt the February 21, 2023 Special Board Meeting Minutes as amended.

CARRIED

6) FINANCIALS

6.1. February Reconciliation Reports (in board package only)

6.2. February Financials (see package)

6.3. Aged Receivables (in board package only)

23-037 MOVED by CM Pederson that Beaver Emergency Services Commission accept the February reconciliation reports as presented.

CARRIED

23-038 MOVED by CM Dueck that Beaver Emergency Services Commission accept the February financials as presented.

CARRIED

6.4. Finance Update -Utility Costs.

Finance will bring this item back to the Board for discussion once 8760 Group has provided comparable rates.

6.5 Per Diem Meetings

23-039 MOVED by CM Dueck that Beaver Emergency Services Commission reimburse commissioners at the hourly per diem rate for the March 7, 2023 apparatus presentation.

CARRIED

Barb Lehman left the meeting at 7:16 pm.

7) BUSINESS

7.1. Policy Review

7.1.1 Fee for Service Policy #12

7.1.2 Emergency Incident Reporting Policy #13

Briefly discussed policies. Administration will do a further review of the policies and present revised policies at a future date.

8) REPORTS

8.1. H&S Committee

JHSC Co-Chair Williams provided an update of the Health and Safety Committee.

8.2. Capital Purchases Committee

CPC Chair CM Pederson provided an update of the February and March CPC meetings.

8.3. Policy Committee

No updates provided.

8.3. Regional Manager

Acting Regional Manager Lusk provided an update of February meetings and projects.

9) CORRESPONDENCE

9.1. Claystone Waste Agreement

Agreement for payroll services was reviewed and amended to read "This agreement can be cancelled by 90 days written notice by either BESC or CWL to the other. Chair Hrabec signed the revised agreement.

9.2. Regional Hazard Risk and Vulnerability Analysis

Regional HRVA was provided for information.

10) UPCOMING EVENTS

Confirmed Special Board Meeting for Strategic Plan Review will be held March 29, 2023 at 5:30 pm at the Beaver County Council Chambers.

11) CLOSED SESSION

23-040 MOVED by CM Dueck that Beaver Emergency Services Commission move into closed session at 8:01 pm.

CARRIED

Chair Hrabec called for a break at 8:02 pm.

23-041 MOVED by CM Dueck that Beaver Emergency Services Commission move out of closed session at 9:07 pm.

CARRIED

23-042 MOVED by VC Lefsrud that Beaver Emergency Services Commission appoint Steve Upham of Upham Strategies as Interim Regional Manager.

CARRIED

A recorded vote was requested.

IN FAVOUR

OPPOSED

Chair Hrabec

NIL

Vice-Chair Lefsrud

CM Dueck

CM Ducherer

CM Williams

CM Markel

CM Pederson

12) NEXT REGULAR MEETING

Wednesday April 12, 2023 at 6:00 p.m. in Viking, AB or at the call of the Chair.

13) ADJOURNMENT

Chair Hrabec adjourned the meeting at 9:12 pm

Chair

Vice Chair

Regional Manager