



Beaver Emergency Services Commission

REGULAR BOARD MEETING

Wednesday May 14, 2025,

6:00 -9:00 PM

BESC Office Viking

COMMISSION members PRESENT at commencement:

Chair Gene Hrabec	Beaver County Division 3
Vice-Chair Cindy Lefsrud	Town of Viking
Commissioner Lionel Williams	Beaver County Division 2
Commissioner Deb Dueck	Town of Tofield
Commissioner Sheldon Reid	Village of Ryley
Commissioner John Markel	Village of Holden
Commissioner Dale Pederson	Beaver County Division 5

ADMINISTRATION members PRESENT at commencement:

Sheila Lusk	Executive Administrative Assistant
Marge Gausvik	Financial Controller
Kayla Miller	Administrative Assistant
Denise Durie	Administrative Assistant

All participants attended in person unless noted otherwise

1) CALL TO ORDER:

Chair Hrabec called the meeting to order at 5:57 pm.

2) AGENDA ADDITIONS OR DELETIONS:

Add item 5.6 Board Chair per Diem - RMA Insurance meetings
Add item 6.5 Correspondence

3) ADOPTION OF AGENDA:

25-057 CM to adopt the agenda as amended.
Moved by Pederson

CARRIED

4) MINUTES:

25-058 CM to approve the April 9, 2025 Regular Board Meeting
Moved by Dueck minutes as presented.

CARRIED

5) FINANCIALS:

5.1 Reconciliation Reports

5.2 Financials

5.3 Aged Receivables

5.4 RFD 2025-05-001 Unbudgeted Expenditure Station 2 repairs

5.5 RFD 2025-05-002 Unbudgeted Expenditure Station 3 Brush Truck

5.6 Board Chair per Diem – RMA meeting

25-059	CM	to accept the April 2025 reconciliation as presented.	
Moved by	Markel		CARRIED
25-060	CM Reid	to accept the April 2025 financial statements as presented.	
Moved by			CARRIED
25-061	CM	that Administration place an ad in the Beaver Chronicle to thank Victim Services for their generous \$10,000 donation to BESC.	
Moved by	Dueck		CARRIED
25-062	VC	that the Board approve the unbudgeted expenditure to repair the floor in Station 2 using Operating Reserve funds up to \$60,000.	
Moved by	Lefsrud		CARRIED
25-063	Chair	that the Board approve the unbudgeted expenditure of an increase of capital funds for the build of the Station 3 brush truck to a maximum of \$265,000.	
Moved by	Hrabec		CARRIED
25-064	VC	that the Board approve \$230 plus mileage for Chair Hrabec's meeting with RMA.	
Moved by	Lefsrud		CARRIED

Direction from the Board: Administration to add review of Accounts Receivable Policy to the June Regular board meeting agenda.

6) BUSINESS:

6.1 RFD 2025-05-002 HR-016 Drug and Alcohol Policy

25-065	CM	that the Board approve Drug and Alcohol Policy HR-016 as presented.	
Moved by	Dueck		CARRIED
25-066	CM	that the Board rescind policy 3.2 Drug and Alcohol.	
Moved by	Pederson		CARRIED

6.2 RFD 2025-05-003 FIR-003 Incident Reporting Policy

25-067	CM	that the Board approve policy FIR-003 Emergency Incident Reporting as presented.	
Moved by	Dueck		CARRIED
25-068	CM	that the Board rescind policy 13.1 Emergency Incident Reporting.	
Moved by	Pederson		CARRIED

6.3 RFD 2025-05-004 HR-017 Progressive Discipline Policy

25-069	CM	that the Board approve policy HR-017 Progressive Discipline Policy as presented.	
Moved by	Dueck		CARRIED

6.4 RMA Firefighter Driver Training

BESC will trial the RMA Insurance Emergency Responder Driver Training which is being offered free of charge. RMA is re-introducing this training because there have been serious accidents involving first responder drivers in the past few years. REM Upham will make the necessary arrangements with RMA.

6.5 Correspondence

The Village of Ryley has invited BESC to their annual Sports Day celebration June 20 to 22, 2025

25-070	Chair	that the Administration explore options for attending the	CARRIED
Moved by	Hrabec	Ryley Sports day celebration.	

7) REPORTS:

7.1 H&S Committee

There has been potentially serious incident which is currently under investigation.

Next committee meeting is June 16, 2025.

7.2 Capital Purchases Committee

Clean up has begun on the new Station 3 firehall site.

Station 3 brush truck is nearing completion.

7.3 Policy Committee

No report. Next committee meeting is May 27, 2025.

7.4 Regional Manager Report

Reviewed the report which was provided to the Board by email.

8) FUTURE DATES:

Reviewed the future dates schedule.

Changes to the MGA regarding provincial elections may affect the dates for the November board meeting. November meeting and orientation dates will be reviewed at the August board meeting.

9) CLOSED SESSION:

No items

10) NEXT MEETING:

Wednesday June 11, 2025 at 6:00 p.m. in Viking, Alberta or at the call of the Chair.

11) ADJOURNMENT:

Chair Hrabec adjourned the meeting at 7:02 pm

Chair	
Vice Chair	
Regional Manager	

