



## Board Orientation & Training Policy # BRD-006

Board Approved Motion #25-081

Date June 11, 2025

Replaces Policy n/a

Review Cycle 3 years

### Purpose

Beaver Emergency Services Commission (BESC) provides an orientation for all Board members, for those newly elected, and those that are returning. The orientation is provided to assist the Board members with their roles with BESC.

### Procedure

It is important to provide each Board member with a comprehensive training session as required.

Board Orientation Training will include:

- Regional Services Commission Governance Training
- Health and Safety Operating Management System (HSOMS)
- Emergency Management Advisory Committee
- Workhub Orientation
- Presentation and Review of Board Orientation material

All Board members will be given a binder to include, but not limited to the following documents:

- Current Strategic Plan
- Board policies
- Expense claim form
- Orientation power point
- Current Budget
- Acronyms
- Organizational Chart
- Critical Dates list

### Related Documents

- Quality Management Plan- Fire Safety Codes
- Health and Safety Operating Management System (HSOMS)

### Related Legislation

- Alberta Emergency Management Act
- Alberta Forest and Prairie Protection Act

- Alberta Occupational Health and Safety Act, Regulation and Code
- Local Authority Emergency Management Regulation
- Municipal Government Act
- National Fire Code – Alberta Edition

  
Chairman

25 July 09  
Date

  
Vice Chair

30 July 25  
Date