



Beaver Emergency Services Commission

REGULAR BOARD MEETING

Wednesday, May 12, 2021, 6:00 P.M.
BESC Office Viking Alberta

COMMISSION members PRESENT at commencement:

Chair Gene Hrabec, Beaver County Division 3 –BESC Office
Vice-Chair Debora Dueck, Town of Tofield- BESC Office
Commissioner Kevin Smook, Beaver County Division 1 – BESC Office
Commissioner John Markel, Village of Holden –BESC Office
Commissioner Dale Pederson, Beaver County Division 5 –BESC Office
Commissioner Cyndy Heslin, Village of Ryley– BESC Office I
Commissioner Judy Acres, Town of Viking–BESC Office

ADMINISTRATION members PRESENT at commencement:

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

1) CALL TO ORDER:

Chair Hrabec called the meeting to order at 6:19 pm.

2) ADDITIONS OR DELETIONS FROM THE AGENDA:

Addition 5.3 May 5 Special Meeting Minutes - Administration
Addition 9.4 Highway 14 Regional Water Services Commission -CM Pederson

3) ADOPTION OF AGENDA:

21-092 MOVED by CM Acres that the Beaver Emergency Services Commission adopt the Agenda as amended.

CARRIED

4) DELEGATIONS:

No Delegations

5) ADOPTION OF MINUTES

21-093 MOVED by *CM Heslin* that the Beaver Emergency Services Commission accept the April 14, 2021 Regular Board Meeting Minutes as presented.

CARRIED

21-094 MOVED by *vice chair Dueck* that the Beaver Emergency Services Commission accept the April 29, 2021 Special Board Meeting Minutes as amended.

CARRIED

21-095 MOVED by *CM Markel* that the Beaver Emergency Services Commission accept the May 5, 2021 Special Board Meeting Minutes as presented.

CARRIED

6) FINANCIAL REPORTS:

6.1 –April Reconciliation Reports

21-096 Moved by *CM Smook* to accept the April Reconciliation Report be accepted as presented.

CARRIED

6.2 –April Financial Statements

21-097 Moved by *Vice Chair Dueck* that the April Financial Statements be accepted as presented.

CARRIED

6.3 Aged Accounts Summary

21-098 Moved by *CM Smook* that the Beaver Emergency Services Commission move to Closed Session at 6:43 pm. FOIP section 17

CARRIED

21-099 Moved by *CM Smook* that the Beaver Emergency Services Commission come out of Closed Session at 6:59 pm.

Direction from the board

- Administration is to review KBH Accounting contract and prepare a Request for a Decision for auditing services for the September regular board meeting.

7) **RISK MANAGEMENT:**

7.1 Follow Up Action List

Direction from the board

- Administration is to provide prices for fire station building repairs at the July regular board meeting.
- REM is to send the Regional Emergency Management Plan (REMP) template to the CAOs

Barb Lehman leaves the meeting at 6:59 pm

Chair called for a short break, meeting resumed at 7:05 pm

8) **OLD BUSINESS**

8.1 June 23 Planning Meeting Objectives

Meeting plans discussed. Board members are to provide their priorities to Administration on or before May 31, 2021.

9) **NEW BUSINESS:**

9.1 Apparatus

CM Pederson presented the recommendations of the Capital Purchases Committees.

The quoted prices in the accepted bids were only guaranteed to April 20, 2021.

21-100 Moved by *CM Smook that Beaver Emergency Services Commission approve the purchase of the rescue unit quoted at \$380,369 from Fort Garry Fire Trucks approval is for up to \$400,000.*

CARRIED

The Chair called for a short break at 8:32 pm meeting resumed at 8:36 pm

21-101 Moved by *CM Acres that Beaver Emergency Services Commission approve the purchase of the tanker unit quoted at \$427,536 from Fort Garry Fire Trucks, approval is for up to \$430,000*

CARRIED

21-102 Moved by *Vice Chair Dueck that Beaver Emergency Services list the chassis from Tanker 16 on Gov Deals. Ca with a minimum sale price of \$2,500.*

CARRIED

Direction from the board

- REM to prepare RFDs for the purchase of the side by side and mini pumper, which are included in the 2021 capital budget, for the August board meeting.

9.2 Policy 1.6 Board of Directors Per Diem Expense Reimbursement Policy

The board discussed per diem rates. Board members are to bring per diem rate options to the next meeting.

21-103 Moved by Chair Hrabec *that the per diem rate for CM Heslin and CM Acres for the H&S Representative course be \$230.*

CARRIED

9.3 Committee Discussion

The existing Personnel Committee will work with Administration on a number of human resource items.

9.4 Highway 14 Regional Water Services Commission

Highway 14 Regional Water Services Commission asks they be advised at the earliest opportunity when fire departments will be using large volumes of water.

REM Weiss advised the incident commanders can request Strathcona Dispatch to notify the Commission in these situations.

10) REPORTS:

10.1 Health & Safety Committee Report

- Review of the H&S manual continues
- Each station now has locked drop boxes that will be used to collect concern forms

10.2 REM Report

The board reviewed the report.

11) CORRESPONDENCE:

No Correspondence

12) CLOSED SESSION

21-104 Moved by Vice Chair Dueck *that the Beaver Emergency Services Commission move to Closed Session at 10:09 pm. FOIP section 17*

CARRIED

21-105 Moved by Vice Chair Dueck that the Beaver Emergency Services Commission come out of Closed Session at 10:35 pm.

CARRIED

14) NEXT MEETING:

6:00 pm. Tuesday June 8, 2021 at the BESC office in Viking, Alberta or at the call of the Chair.

15) ADJOURNMENT:

Chair Hrabec adjourned the meeting at 10:37 pm.

Chair

Vice Chair

Regional Emergency Manager

