

Village of Alix

"A Way of Life"

Mission

"We foster an open, cooperative government that encourages public participation and ensures levels of service our citizens expect and deserve"

Vision

"Vibrant Village by the lake"

Core Values

Community

We will help citizens maintain the Village's unique qualities, foster a strong sense of belonging and strive to meet needs locally

Fiscal Responsibility

As stewards of community resources, we will deliver municipal services in a cost-effective way

Innovation

We will seek innovative solutions for the growth and success of the community.

Respect

We will treat each other with respect and act with integrity.

Safety

We will work in partnership with the community to prevent crime and protect lives, property, and the public realm.

Teamwork

We will build strong relationships with our public, employees, and partners under the shared goal of continuous improvement.

Minutes of the Regular Meeting of the Village of Alix Council, held on Wednesday, August 6, 2025, at 6:00 P.M. in the Village of Alix Council Chambers.

Present: Mayor Tim Besuijen, Councillors Barbara Gilliat, Janice Besuijen, Edwin Cole and Rob Fehr.

Also Present: Michelle White, Chief Administrative Officer

Call to Order: Mayor T. Besuijen called the meeting to order at 6:00 P.M.

Amendments/Deletions to Agenda: Mayor T. Besuijen called for amendments to the agenda.

Approval of Agenda:

Resolution #145/25: Moved by Councillor Gilliat that the Village of Alix Council approve the agenda as presented.

CARRIED

Minutes: a) Regular Meeting – July 2, 2025

Resolution #146/25: Moved by Councillor Fehr that the minutes of the Regular Meeting of the Village of Alix Council held on Wednesday, July 2, 2025, be accepted as presented.

CARRIED

Delegation: None

Bylaws: None

Unfinished Business: a) Municipal Historic Resources – Request for Decision 25-36

Resolution #147/25: Moved by Councillor Gilliat that the Village of Alix Council hereby accepts Request for Decision 25-36, regarding Municipal Historic Resource designation of St. Rita's Catholic Church as information.

CARRIED

New Business: a) Resident Invoice 4503 47 Street – Request for Decision 25-37

Resolution #148/25: Moved by Councillor Fehr that the Village of Alix Council pays Invoice No. 2025-047 from Ms. Sandra Kubash in the amount of \$1,800.

DEFEATED

b) Resident Invoice 4916 49 Street – Request for Decision 25-41

Resolution #149/25: Moved by Councillor Cole that the Village of Alix Council will waive bylaw enforcement charges for 4916 49 Street Alix in the amount of \$145 as stated on invoice #20250109."

DEFEATED

c) Access to Information and Protection of Privacy Acts – Request for Decision 25-38

Resolution #150/25: Moved by Councillor Cole that the Village of Alix Council hereby appoints the Assistant CAO as the Access to Information Coordinator for the Village of Alix.

CARRIED

New Business: (cont.)

Resolution #151/25: Moved by Councillor J. Besuijen that the Village of Alix Council hereby appoints the Assistant CAO as the Privacy Officer for the Village of Alix.

CARRIED

d) Land Use Bylaw Amendment – Request for Decision 25-40

Resolution #152/25: Moved by Councillor Gilliat that the Village of Alix Council hereby directs administration to develop a Land Use Bylaw amendment to not allow the storage of recreational vehicles, motor homes, boats or vehicles on a parcel of land without a primary use building.

CARRIED

e) Climate Change Adaptation – Request for Decision 25-39

Resolution #153/25: Moved by Councillor Fehr that the Village of Alix Council hereby directs administration to source grant funding for climate change adaptation planning for Alix.

CARRIED

Financial Reports: a) Accounts Payable Cheque Listing – June – July, 2025

b) Bank Reconciliation – Juned 30, 2025

c) Tax Trial Balance – July, 2025

d) Year to Date Operating Budget – July 25, 2025

Resolution #154/25: Moved by Councillor Gilliat that the Village of Alix Council hereby accept the Financial Reports as presented.

CARRIED

Committee Reports: None

Administrative Reports: a) Chief Administrative Officer's Report

Resolution #155/25: Moved by Councillor Gilliat that the Village of Alix Council hereby accept the Chief Administrative Officer's Report as presented.

CARRIED

Correspondence and Information:

a) Lacombe County Schedule of Shared Fire Equipment – December 31, 2024

b) Alberta Municipalities – Fire Services Review – Level of Service

c) New Commanding Officer of the Alberta Royal Canadian Mounted Police (RCMP)

d) Jonah Mozeson, Deputy Minister, Alberta Municipal Affairs – Municipal Accountability Program Review (MAP)

e) Lacombe Foundation – Lacombe Lodge Redevelopment Project

f) Lacombe Foundation – Business Plan 2026-2028

g) Alberta Municipal Affairs – Amendments to the Community Organization Property Tax Exemption Regulation

August 6, 2025

Correspondence and
Information (cont.)

Resolution #156/25: Moved by Councillor J. Besuijen that Correspondence Items (a) through (g) be accepted as information.

CARRIED

Closed Meeting: a) Access to Information Act – Section 28(1) Local Public Body
Confidences Re: Fire Services Agreement Meeting

Resolution #157/25: Moved by Councillor Fehr that the Village of Alix Council go into a Closed Meeting at 7:02 P.M. to discuss Access to Information Act s. 28(1), Local Public Body Confidences Re: Fire Services Agreement Meeting.

CARRIED

Resolution #158/25: Moved by Councillor Gilliat that the Village of Alix Council return to the Public Meeting at 7:41 P.M.

CARRIED

Adjournment:

Resolution #159/25: Moved by Councillor J. Besuijen that this Regular Meeting of the Village of Alix Council be adjourned at 7:41 P.M.

CARRIED

Mayor

Chief Administrative Officer

ADMINISTRATION REPORT



Date: August 21, 2025 RFD 25-42
Memo To: Village Council
From: Michelle White
Subject: Water Meter Expenses

1. **PURPOSE** – To determine if Council would like to use municipal reserves to fund water meter purchases above the 2025 budgeted amount.
2. **BACKGROUND** – The Village has 419 water meters, most of which were installed in 2007. They are reaching the end of their useful life in double digits every month since last fall. Significant staff time is needed to book appointments with property owners and go change out each meter that fails to read. NOTE: If a meter fails to read for a billing period, consumption billing is done based on an average of the homeowners previous consumption.
3. **OPTIONS** –
 1. Increase the operating budget to cover the additional expenses
 2. Use water reserve funds to cover expenses over the budgeted amount
 3. Accept this report as information and allow this line item to run over budget
4. **DISCUSSION** – Last year we bought 50 water meter registers. So far in 2025 (August 21st) we have bought 85. That means only about 280 more to go!
5. **FINANCIAL IMPLICATIONS** – Water Reserves are currently \$142,187. Budget for water meters in 2025 was raised to \$60,000 when Council approved the final 2025 Operating Budget. This is up from the \$12,000 budgeted per year from 2020 – 2024.

Year to date spending for water meters is \$50,693. At our current average of about \$8,000/month, we will be at least \$22,700 over budget by the end of the year.
6. **LEGAL** – According to the Village of Alix Utility Bylaw s. 15.1 “Upon application, by the property owner or contractor, water meters shall be supplied by the Municipality, to all buildings as per the fee set out in Schedule “A” of this Bylaw. All meters shall remain the property of the Municipality.”

There is no charge to a property owner to replace a meter unless it has been damaged by negligence or tampering.
7. **POLITICAL/PUBLIC IMPLICATIONS** –
8. **OTHER COMMENTS** – Following the principle of full cost accounting, user fees for services should cover the complete cost of providing that service. This means that what we charge on Village water bills should cover the expenses for buying the water and maintaining all of the water infrastructure, plus provide a bit extra to put in reserves that will cover the cost of capital water infrastructure replacements.

In 2024, Council set the water budget with a \$28,000 surplus for the year. This is a good example of the full cost accounting model above.

In 2025, expenses were increased to cover projected meter replacement costs. This means the 2025 water services budget is already at a \$20,000 deficit. The funds to cover this deficit will come from general taxes. Unless reserves are used for the additional meters for the remainder of the year, that deficit will be approximately \$42,700 (covered by taxes).

The full cost accounting principle applies to sewer and garbage services as well.

9. RECOMMENDATIONS – Option #2, I recommend the following resolution:

“that the Village of Alix Council hereby authorizes the use of Water Reserve funds to cover water meter purchase expenses in excess of the budgeted \$60,000 for the 2025 year.”



Author

ADMINISTRATION REPORT



Date: August 20, 2025 RFD 25-44
Memo To: Village Council
From: Michelle White
Subject: Strategic Planning

1. **PURPOSE** – To get direction from Council regarding the 2025 Strategic Planning session.
2. **BACKGROUND** – Following the 2021 municipal election, an in-depth review and re-write of the Village of Alix Strategic Plan was done using internal resources. This plan set a direction for Council policy and budget decision making. The plan has been reviewed annually in late summer / early fall on a day chosen by Council from noon to 4 pm.
3. **OPTIONS** –
 1. To schedule a one to two day workshop for Council to do a comprehensive review of the Strategic Plan using internal resources before the election
 2. To schedule a one to two day workshop for Council to do a comprehensive review of the Strategic Plan using internal resources after the election
 3. To incorporate a public consultation component into the 2025 Strategic Planning process
4. **DISCUSSION** – Because this is an election year, Council may want to engage the public before reviewing the Strategic Plan. This would need to be done in late September through October to ensure the best engagement and alignment with the election cycle. Since an Operating Budget needs to be approved before year end, this approach would cause very tight timelines. I would only recommend public consultation is done if the Strategic Planning workshop is held after the municipal election.

If Council chooses to do public consultation, please advise if you would prefer it was done by paper & digital survey or in person.

5. **FINANCIAL IMPLICATIONS** – Approximate cost for a full day Strategic Planning session using internal resources would be \$1,200 per day. The expense for one or two full days could be covered by the current operating budget in place.

Adding a paper/digital public engagement process would cost approximately \$300.

Adding in-person public engagement would cost approximately \$1,000.

6. **LEGAL** – There is no legislated requirement for a municipality to have a Strategic Plan. It is done to give direction to staff while developing budget, implementing municipal programs, and to provide information to residents and stakeholders regarding the direction and priorities of Council.
7. **POLITICAL/PUBLIC IMPLICATIONS** – Council has the option to do Strategic Planning before or after the election – there are pros and cons to each.

By having Strat Planning **before** the election;

- there would be efficiency due to all participants being knowledgeable on municipal concerns and needs
- it would ensure the budget process/timelines stayed on track

The down side of doing this would be;

- excluding input from any new Council members after the election
- tying a new Council to the old Council's priorities

By having Strat Planning after the election;

- it ensures that anyone newly elected to Council has the opportunity to provide input while setting the direction of the Village over the next 4 year period
- it allows Council members to incorporate any issues brought forward by residents during the election cycle into the Strategic Plan
- gives a new Council an opportunity to meet as a team and get to know each other very early in the new term

The down side of waiting until after the election is;

- trying to schedule time for Strat Planning around all the mandatory training required by the MGA
- trying to have the plan complete early enough to be incorporated into the municipal budget

8. OTHER COMMENTS –

9. RECOMMENDATIONS – Option #2 and #3. I recommend the following resolutions:

“that the Village of Alix Council hereby directs administration to coordinate a _____ (1, 1 ½ or 2 day?) Strategic Planning workshop after the October 20, 2025 municipal election.”

“that the Village of Alix Council hereby sets _____, 2025 as the date for an Open House for the purpose of providing input into the Village of Alix Strategic Plan.”

OR:

“that the Village of Alix Council hereby directs administration to develop a survey for the purpose of gathering public input on municipal priorities for the Village of Alix Strategic Plan.”



Author



VILLAGE OF ALIX

Cheque Listing For Council

2025-Aug-27
9:11:20AM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20250349	2025-07-31	ACCU-FLO METER SERVICE LTD	120067	18 5/8" E-CODERS	7,843.50	7,843.50
20250350	2025-07-31	BOB'S PAVING	0219 0227	3" HOTMIX ASPHALT - RAILWAY 3" ASPHALT IN FRONT OF SAVI	11,995.20 11,281.20	23,276.40
20250351	2025-07-31	LOCAL AUTHORITIES PENSION PLAN	JULY2025	PREMIUMS FOR JULY 2025	6,023.80	6,023.80
20250352	2025-07-31	RSP July 2025	JULY2025	RSP FOR JULY 2025	280.99	280.99
20250353	2025-08-06	ACCU-FLO METER SERVICE LTD	120153 120167	1" E-CODER 1 1/2" E-CODER & GLOBAL TRAC	435.75 580.80	1,016.55
20250354	2025-08-06	AMSC INSURANCE SERVICES LTD.	AUG2025	PREMIUMS FOR AUG 2025	5,257.75	5,257.75
20250355	2025-08-06	ANDERSON, JANENE	AUG2025	HIRA TRAINING	133.06	133.06
20250356	2025-08-06	BAGSHAW ELECTRIC LTD.	W15430	REPROGRAM CALLOUT	221.81	221.81
20250357	2025-08-06	ENVIRONMENTAL 360 SOLUTIONS LTD.	1020001-000036	GARBAGE & FUEL	3,744.79	3,744.79
20250358	2025-08-06	GAM TECH	INV-3064	COMPUTER MANAGEMENT	2,137.38	2,137.38
20250359	2025-08-06	HUMBKE ENTERPRISES LTD.	421944	JULY 2025 CAMPGROUND CARE	3,600.00	3,600.00
20250360	2025-08-06	LACOMBE COUNTY	IVC00046972	REGIONAL COUNCIL CANDIDATE	525.00	525.00
20250361	2025-08-06	LANCASTER CONCRETE	231062	CEMETERY RIBBONS FULL-PLOT	9,843.75	9,843.75
20250362	2025-08-06	LOOMIS EXPRESS, A DIV OF TFI TRANSPORT 2	11424041	WATER METER FREIGHT	63.02	63.02
20250363	2025-08-06	PITNEY BOWES LEASING	3202599877	LEASING CHARGES	128.24	128.24
20250364	2025-08-06	TAXervice	2437432	ROLL #5700	183.75	183.75
20250365	2025-08-06	TDI ENGINEERING SERVICE	VA2025-02	SRVS FOR INFRASTRUCTURE M	10,342.50	10,342.50
20250366	2025-08-06	VILLAGE OF ALIX	50100JULY2025 50300JULY2025 54400JULY2025 63900JULY2025 69600JULY2025 7000JULY2025 72700JULY2025 72800JULY2025 72830JULY2025 72841JULY2025	BULK WATER UT RV DUMP STATION UT CAMPGROUND UT LIBRARY UT PUBLIC WORKS UT VILLAGE OFFICE FIRE HALL UT BAY 1 & 2 UT BAY 3 UT BAY 4 UT	1,954.12 95.53 296.66 123.12 120.03 123.12 114.17 221.04 119.92 109.68	3,277.39
20250367	2025-08-26	2253676 ALBERTA LTD., (ALIX FOODS)	371714 371906 374564	PW COFFEE SUPPLIES PW COFFEE SUPPLIES OFFICE COFFEE SUPPLIES	22.99 4.32 25.99	53.30
20250368	2025-08-26	327241 ALBERTA LTD	1480	JULY PATROLS	882.00	882.00
20250369	2025-08-26	ACCU-FLO METER SERVICE LTD	119819	16 - 5/8" E-CODER M3 REGISTER	6,972.00	6,972.00
20250370	2025-08-26	ALIX HOME HARDWARE	155236 155278 155340 155405 155410 155420 155507 155537	COUPLING GARBAGE BAGS CONNECTOR AND GAUGE 2 CYCLE ENGINE OIL GARBAGE BAGS REPAIR KIT & ANTIFREEZE MINI AUTO FUSES SHOP PAPER TOWELS	3.14 27.88 25.70 8.45 10.17 18.88 6.29 59.84	160.35
20250371	2025-08-26	BESUIJEN, JANICE	AUG2025	COUNCIL EXPENSE CLAIM AUG	320.04	320.04
20250372	2025-08-26	BESUIJEN, TIMOTHY W	AUG2025	COUNCIL EXPENSE CLAIM AUG	289.88	289.88
20250373	2025-08-26	CANADIAN PACIFIC RAILWAY CO	1000-001116984	CROSSING MAINTENANCE AUG	731.00	731.00
20250374	2025-08-26	CARR, MICHAEL	AUG2025	REIMBURSEMENT FOR WATER I	162.00	162.00
20250375	2025-08-26	CENTRAL LABS	2501078 2501079	TESTING AT LAGOONS AND MAI TESTING AT MAIN LIFT STN. & AI	405.05 124.19	685.60



VILLAGE OF ALIX

Cheque Listing For Council

2025-Aug-27
9:11:20AM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20250375	2025-08-26	CENTRAL LABS	2501107 2501156 2501201	TESTING AT MAIN LIFT STATION TESTING AT MAIN LIFT STATION TESTING AT MAIN LIFT STATION	52.12 52.12 52.12	685.60
20250376	2025-08-26	CHEM INTERNATIONAL	116311	SANITARY CHEMICALS	708.75	708.75
20250377	2025-08-26	CIP OFFICE TECHNOLOGY	990218	PHONE SYSTEM ADJUSTMENT	634.99	634.99
20250378	2025-08-26	COLE, EDWIN	AUG2025	COUNCIL EXPENSE CLAIM AUG	375.00	375.00
20250379	2025-08-26	CYBERUS PROTECTION SERVICES	202593	PATROLS FOR SEPT 2025	3,154.89	3,154.89
20250380	2025-08-26	FEHR, ROBERT LEE	AUG2025	COUNCIL EXPENSE CLAIM AUG	370.04	370.04
20250381	2025-08-26	GEO H. HEWITT CO LTD	2503242	PREPAID DOG TAGS FOR 2026	259.52	259.52
20250382	2025-08-26	GILLIAT, BARBARA JEAN	AUG2025	COUNCIL EXPENSE CLAIM AUG	275.00	275.00
20250383	2025-08-26	HWY 12/21 REGIONAL WATER SERVICES COMM	1402	WATER CONSUMPTION JULY 2025	22,823.10	22,823.10
20250384	2025-08-26	LAMBOURNE ENVIRONMENTAL	3145	DREDGING PROJECT JULY 2025	91,770.00	91,770.00
20250385	2025-08-26	LANCASTER CONCRETE	231063	SIDEWALK REMOVAL AND REPL	4,809.00	4,809.00
20250386	2025-08-26	LOCAL AUTHORITIES PENSION PLAN	AUG2025	PREMIUMS AUGUST 2025	5,576.91	5,576.91
20250387	2025-08-26	LOOMIS EXPRESS, A DIV OF TFI TRANSPORT 2	11431301	WATER METER FREIGHT	42.53	42.53
20250388	2025-08-26	M & M MOWING	AUG2025	SEPT 2024 MOWING - RETURNE	4,305.00	4,305.00
20250389	2025-08-26	MCES INC	1150	2025 CAMERA UPGRADES	504.00	504.00
20250390	2025-08-26	RSP Aug 2025	AUG2025	RSP PREMIUM AUG 2025	243.53	243.53
20250391	2025-08-26	SECURITY WATCH OF CANADA INC.	11967 11968	RAILWAY HOUSE ALARM SYSTEM OFFICE & PW ALARM SYSTEM 2	1,386.00 1,159.20	2,545.20
20250392	2025-08-26	WILD ROSE ASSESSMENT SERVICES	9867	PROGRESS PAYMENT AUG 2025	1,330.00	1,330.00
20250393	2025-08-26	ZONE 3 BUSINESS SOLUTIONS INC.	185058	COPY CHARGES	78.57	78.57

Total 227,961.88

*** End of Report ***

CAO REPORT AUGUST 2025

1. Municipal Historic Site – The owner of St. Rita’s Catholic Church has withdrawn the request to designate the building as a Municipal Historic Resource. At this stage of the process, there is no additional work needed to reverse the work done on this project.
2. Infrastructure Master Plan – The project is progressing very well. Building assessments are nearly done and will provide us with detailed reports on building condition and detailed site plan drawings. Sewer and storm sewer lines noted as in poor condition have been flushed and videoed where required with all reports going to the engineers for analysis. I continue to meet with TDI virtually every two weeks for updates and information exchanges.

I’m happy to say we have approval from the grant funders and agreement from our County partners to proceed with a detailed design for a Fire Hall building expansion as part of our Infrastructure Master Plan. I will be scheduling a kick-off meeting that will involve Village and County administration and Fire Chiefs plus the engineers.

3. Alix Lake Project – Final reporting for the lake dredging project has been turned in to Alberta Environment as per the terms of our approval. The approval time period for dredging runs out in October 2025. This means we will not be completing phase 3 of the project – dredging of the south pumping structure and the north outlet location.
4. Waterworks Inspection – A representative from Alberta Environment’s Compliance department met with the Public Works Foreman on July 15, 2025. These inspections typically happen on a 5 year rotation and was last completed on July 29, 2019. A full check of the Villages waterworks system, testing procedures and standard operations was done. I’m happy to say that Alix passed inspection on all fronts, meeting all legislated requirements for operating a Level 1 water distribution system.
5. Alberta Municipalities – I’ve been asked to present to the Alberta Municipalities Small Communities Committee on phase 2 of the Audit Project on September 10th. With Council’s support, I was able to gather and compile significant data on municipal audits in Alberta – focusing on challenges, costs and how increasing PSAB regulations affect an audit. In phase 2, I surveyed accounting firms that perform municipal audits to get their feedback on the same issues, plus suggestions on improvements. I look forward to speaking with the Committee members next month and sharing the information collected.

August 22, 2025

Dear Chief Administrative Officer,

With municipal elections fast approaching in October, many of you will soon be welcoming new and returning elected officials to the table. Recent changes to section 201.1 of the *Municipal Government Act (MGA)*, now requires every municipal elected official to complete orientation training immediately after the election.

The Elected Officials Education Program (EOEP) offers a one-day Munis 101 course that fulfills all orientation requirements under the MGA and provides a strong foundation for elected officials to govern with confidence, clarity and purpose.

Even if your municipality has engaged a third-party or plan to deliver your own orientation, the Munis 101 course adds value by:

- Ensuring legislated orientation requirements are met with consistent, high-quality content.
- Connecting elected officials with peers from other municipalities for shared learning.
- Providing independent, province wide perspective that compliments local context and trends.
- Reducing administrative workload in handling training logistics.
- Offering flexibility with both online and in-person sessions to meet your council's schedule.
- Counting towards the University of Alberta's Municipal Elected Leaders Certificate.

The Munis 101 course is being offered online and in-person immediately after the October 20 election and at the November conventions of Alberta Municipalities and Rural Municipalities of Alberta. Visit eoep.ca to see course dates that that work best for your municipality. If your entire council is registered for Munis 101, a senior administrator may also attend at no cost.

If you have already registered your council for Munis 101, we look forward to serving them.

Your role in preparing council for the term ahead is integral and we appreciate the work you do to ensure your council has the tools, knowledge and perspectives to serve your community well. Thank you for your continued commitment to strengthening local government.

For questions, please visit eoep.ca or contact Jenn Anheliger, Registrar, at jenn@eoep.ca.

Sincerely,



Duane Gladden
EOEP Board Director
CEO, Rural Municipalities of Alberta



Dana Mackie
EOEP Board Director
CEO, Alberta Municipalities

"Professional Development for Impactful Municipal Leadership"

CAO

From: Nicole Lorrain <nicole.lorrain@gov.ab.ca>
Sent: August 27, 2025 12:01 PM
To: Nicole Lorrain
Subject: Regional Employer Supports - Labour Market Information - August 2025
Attachments: TAP one-pager.pdf; Hiring Demand Bulletin_July 2025.pdf; Employer Resources_Aug 2025.pdf

Regional Employer Supports

Bulletin: Labour Market Information

August 2025

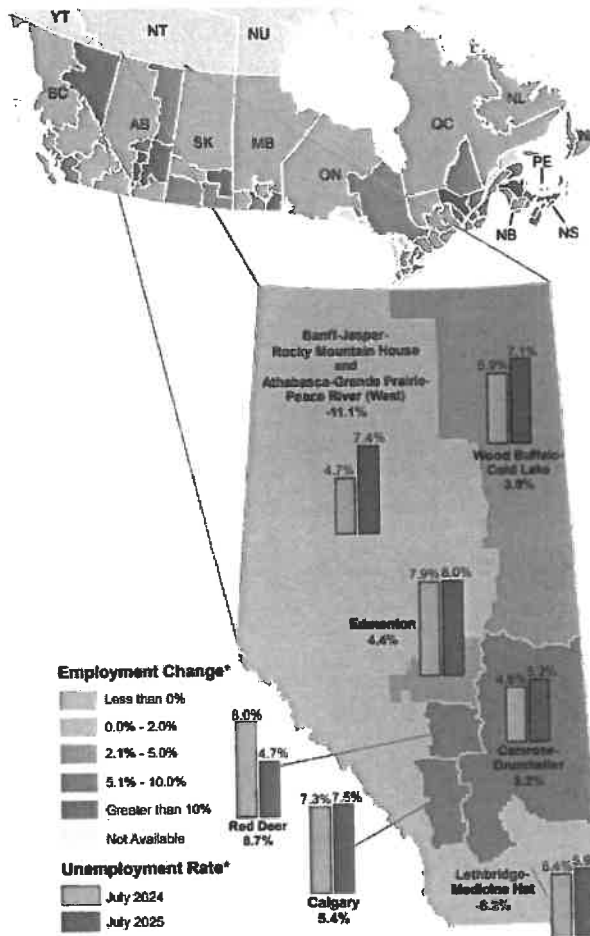
Did you know?

- There are 18 Workforce Consultants (WFC) in communities across Alberta. WFCs provide employers with tools and resources to help them recruit, retain and strengthen their workforce.
- Employment in the province declined by 16,800 month-over-month in July following a 30,000 m/m increase in June.
- Full-time employment decreased by 38,400 in July. Part-time positions went up by 21,600 in July.

Labour Market Information

Regional

- Unemployment rate by region for July 2025:



Provincial

- The provincial unemployment rate for July 2025 is 7.8%, slightly higher than the national rate of 6.9%.
- Alberta's employment rate decreased slightly to 63.5%, and the participation rate increased slightly to 68.9%.
- Employment in the goods sector (-19,100 m/m) fell in July, dragged down by a sharp drop in the construction (-20,300 m/m) and losses in forestry, fishing, mining, quarrying, oil & gas (-5,100 m/m) industries.
- Alberta's average hourly wage for July 2025 decreased by 0.7% to \$37.53 compared to last month; however, they were up 3.5% y/y.
- Hiring Bulletins are attached to this email. In July 2025, the number of job postings in Alberta rose by 12.9% (+3,631 postings) from June 2025 and are down by 7.1% (-2,440 job postings) from July 2024. The largest increase occurred in the following occupations:
 - Sales and service occupations (+1,694 job postings)
 - Trades, transport and equipment operators and related occupations (+774 job postings)
- [Labour Market Notes, July 2025](#)
- [Labour Force Statistics, July 2025](#)

Regional Events & Opportunities

- Alberta's government is excited to announce the new **Canada-Alberta Productivity Grant (CAPG)**. This program effectively replaces the previous Canada-Alberta Job Grant (CAJG) program. The CAPG program aligns with Alberta's efforts to increase productivity and help employers invest in skills training that boosts productivity.
 - View a recording of the CAPG General Presentation on YouTube [here](#).
- The CAPG portal is now open for business registration. This means you will know if your company is an eligible employer before submitting a CAPG application when application intake launches in September. Register your business now in the CAPG portal! Follow these steps:
 1. Visit the CAPG website www.alberta.ca/CAPG
 2. Read the "Get ready to apply" section
 3. Log into the CAPG portal using your Alberta.ca Account for Organizations.
 4. Register your business in the CAPG portal.
 5. Wait to receive an approval email or check the portal for a registration status update.
- Central Alberta Economic Resiliency Taskforce (CAERT)—a coalition of 11 central Albertan municipalities, has launched a short survey to understand how existing and potential U.S. and Chinese tariffs may affect local businesses like yours. Your participation in this survey will be invaluable and will help them to direct their time and resources more effectively to support you, others like you, and your supply chain providers. **Please complete the survey by Friday August 29.** <https://www.surveymonkey.com/r/EconomicResiliency>
- Employment standards set out the rights and obligations of employers and employees in Alberta. This includes the minimum standards that employers must provide to employees. Employment Standards webinars (including live Q&A) are scheduled for the following topics:
 - **Employment Standards in Alberta – Vacation Pay and General Holiday Pay – Thursday, September 11, 2025 (1:30 PM)**
 - **Temporary Foreign Worker Advisory Office – TFW & Employer Rights and Responsibilities – Thursday, September 25, 2025 (1:30 PM)**
 - Small Business Week - **Job-protected Leaves – Tuesday, October 14, 2025 (11:00 AM)**
 - Small Business Week – **Terminations and Termination Pay – Thursday, October 16, 2025 (11:00 AM)**
 - For more information, or to register for the above sessions, visit our website: www.alberta.ca/employment-standards-webinars
 - Request a presentation for your company or organization at: EOP.Presentations@gov.ab.ca
- **Protecting Our Future: Health, Safety, and Employment Standards for Young Workers:** Join Alberta Occupational Health and Safety and Employment Standards for a free, evening webinar designed for young workers under 25, their parents, and employers, that will cover essential health, safety, and employment standards information.
 - Tuesday, **September 16, 2025**
 - Time: 7:00 – 8:00pm
 - To register, click [HERE](#).
- **Introduction to Disability Management and Occupational Health & Safety:** Join Alberta OHS and WCB-Alberta for a free webinar on effective disability management practices, such as return-to-work plans, reducing time away from work, premium costs, developing and implementing OHS management systems, the OHS Resource Portal and more.
 - Tuesday, **September 23, 2025**
 - Time: 9:00 – 10:30am
 - To register, click [HERE](#).
- **Virtual Career Fair ECO Canada- September 25, 2025:** [ECO Canada's Virtual Career Fair | ECO Canada](#)
- Did you know it costs 5x more to acquire a new customer than to keep an existing one? Join the Rural Business Support Network **September 16 at 11:00am** for a FREE online Biz Bite webinar and learn how to boost loyalty, strengthen relationships, and keep your customers coming back again and again. In just 20 minutes, discover practical, easy-to-implement retention strategies designed to grow your business. Register Online: [HERE](#)
- Talent4Energy is an Alberta government-funded project designed to connect energy employers with job seekers who have energy-related skills and experience. They will be hosting two Employer Forum & Hiring Events this fall in Edmonton and Calgary and invite energy employers from across the province to participate for free.
 - Edmonton: Thursday, October 23, 2025, 1:00 p.m. – 6:00 p.m.
 - Calgary: Thursday, October 30, 2025, 2:00 p.m. – 6:00 p.m.
 - For more information or to express interest, please contact Parker at pks@creativelinks.ca
- [Women Leading Change 2025 Conference: Sept 16, Red Deer - "Unleash Your Potential: Women in the Workplace"](#) encourages self-discovery, builds key career skills, and offers practical tools for overcoming workplace challenges. From an energizing speaker to relevant, real-world workshops, this day is about investing in yourself and connecting with others doing the same.
- [Workfirst Alberta Summit: Sept 16 -17, Red Deer](#) - The summit will showcase innovative programs and partnerships supporting workforce development across the province, with keynote speakers, engaging panel discussions, and networking opportunities focused on employing persons with disabilities, supporting youth employment, advancing mental health in the workplace, and driving innovation, inclusion, and economic development.
- Central Alberta First in partnership with Uptowne Olds, will be hosting **AI for Business Conference – Tools, Tactics, Transformation on October 22, 2025** at the Olds College Alumni Centre. The full-day event is designed to equip Alberta

business owners, innovators, and economic leaders with the knowledge and tools to harness the power of artificial intelligence—right now, in real business contexts. Tickets can be purchased [HERE](#)

- The Chartered Professionals in Human Resources Alberta (CPHR) have many opportunities to learn and network:
 - **September HR Roundtable** [Sep 11 9:00am - 10:00am](#) – an opportunity to discuss issues we face in human resources currently - Complimentary for Members
 - **Emotional Intelligence & Tools for Resilience** [Oct 01 9:00am - 12:00pm](#) - Explore the concept of Emotional Intelligence (EQ) and its five core skills. ou'll have a deeper insight into your own level of Emotional Intelligence and how that influences how you interact with others. You will also walk away with key strategies to grow resilience in both your personal and professional life. Member \$199 + GST | Non-Member \$250 + GST | Student Member \$50 + GST | Student Non-Member \$75 + GST
- Calgary Economic Development, in partnership with Central Alberta First, will be bringing the **Trade Accelerator Program (TAP)** to Red Deer in October and November. See attached for full details.

Articles of Interest

[7 Workplace Trends Shaping Canadian Workplaces in 2025 \(Great Place To Work Canada\)](#)

[A Look at the Challenges for Job Seekers and Hiring Managers in 2025 \(Business Insider\)](#)

[Labour market takes a step back](#)

[Economic Trends](#)

To be removed from this communication, reply “unsubscribe”.

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The logo for the Government of Alberta, featuring the word "Alberta" in a stylized, cursive script font, followed by a small square icon.

Classification: Protected A

Regional Employer Supports

Employer Resources

August 2025

The following list of resources is not exhaustive and is updated on an ongoing basis.

Note that funding opportunities may have application windows.

Grants and Funding Programs – General

[Canada-Alberta Productivity Grant \(Government of Alberta\)](#) – helps employers invest in training that focuses on enhancing productivity skills for their current and future employees that aligns with the needs of their business. It is an employer-driven program meant to partially reimburse the cost for an employer to send their employee(s) for training.

[Indigenous Employment Training Partnerships Program \(Government of Alberta\)](#) – grant funding for Indigenous communities and organizations to deliver group-training projects designed in partnership with employers and other partners.

[Northern and Regional Economic Development Program \(NRED\) \(Government of Alberta\)](#) – funds initiatives led by Alberta municipalities, Indigenous communities, and non-profits that promote regional economic development and diversification.

[Wage subsidies and assistance programs \(Government of Canada\)](#) – information on federal programs to help you hire the right employees for your business.

[Training on the Job Program \(WCB Alberta\)](#) – subsidy to employers to hire and train someone who is unable to return to their regular job due to a workplace injury. The worker develops skills and gains work experience while the employer receives financial support from WCB during the employee's training period.

[Workforce Partnerships Grant \(Government of Alberta\)](#) – grant program to support labour market adjustment strategies and workforce development through partnerships.

[Workforce Strategies Grant \(Government of Alberta\)](#) – grants to support organizations with innovative solutions that will help Albertans develop new skills and assist employers and industry to grow their workforce.

[Workplace Training Program \(Government of Alberta\)](#) – offers eligible Albertans work-site training and paid work experience. Participating employers provide on-the-job training and/or work experience with government funding contributions, with the expectation that participants maintain employment after completion of the program.

Grants and Funding Programs – Industry-Specific

Food Futures Program (Alberta Food Processors Association) – wage subsidies are available to hire current post-secondary students and recent grads for temporary work experience placements in any area relevant to the industry, including nutrition and food science, agriculture, technologists, accounting and finance, human resources, IT, logistics, safety, engineering, etc.

Training & Wage Subsidies for Environmental Jobs (ECO Canada) – employment programs that stimulate environmental career pathways, skill development, business growth, workforce support and workforce advancement through wage and training funding.

Class 1 Learning Pathway Grant Program (Government of Alberta) – grant program to support training and employment of Class 1 drivers by reimbursing employers for onboarding, training, and certain professional development costs.

Grants and Funding Programs – Youth and Apprenticeships

Apprenticeship job creation tax credit (Government of Canada) – non-refundable employer tax credit for eligible apprentices.

Grants and funding for skilled trades and apprenticeship (Government of Canada) - Grants, loans, and funding programs to help apprentices, employers, unions, and other organizations participate in apprenticeship.

CAREERS - Youth Internship Incentive Program (YIIP) – CAREERS works with Alberta schools to connect students to employers for paid internships. YIIP provides qualified employers with financial incentives to hire interns.

Empowering Futures for Apprentices (Electricity Human Resources Canada) – student work placement program for the electricity industry that provides subsidies to organizations who create these opportunities.

FIRST (First Industry Research Science Technology) Jobs Pilot Program (Technology Alberta) – meaningful work experience for students or recent graduates of an Alberta post-secondary institution while supporting growth of Alberta's Tech Sector.

Student Work Placement Program (Government of Canada) – gives post-secondary students paid work experience related to their field of study. Employers can access funding for each student hired, including first year students or students from an under-represented group (women in STEM, persons with disabilities, newcomers, Indigenous students, visible minorities).

Supplementary unemployment benefit plan (SUBP) (Government of Canada) – employers can top up wages while apprentices are in technical training.

Trade Pathways Program (Alberta Construction Association) – participating employers can access financial and recruitment support to help their company develop the next generation of skilled tradespeople in Alberta.

Resources – Employee Attraction, Recruitment, and Retention

[Agriculture Job Connector \(Government of Alberta\)](#) – matching workers with employers to fill agriculture and agri-food jobs.

[Alberta is Calling: Moving Bonus \(Government of Alberta\)](#) – provides a \$5,000 refundable tax credit for up to 2,000 eligible skilled tradespersons who moved to Alberta between May 1, 2024 and December 31, 2024.

[Careers In Energy](#) – free resources for small to large energy industry employers to help hiring and retention practices evolve and shift with the changing skills and knowledge demands of the energy sector.

[Job Bank \(Government of Canada\)](#) – advertise your job for free and access free tools and resources to help you find, hire, and retain the right workers.

[Labour Market Information \(Government of Alberta\)](#) – wage and salary information and job market forecasts, trends, statistics, and profiles.

[Level UP \(Riipen\)](#) – enables employers to connect with students from across Canada for paid, short-term, remote projects.

[Tourism HR Canada](#) – pan-Canadian organization with a mandate aimed at building a world-leading tourism workforce by facilitating, coordinating, and enabling human resource development activities.

[Training for Work \(Government of Alberta\)](#) - Are you an employer looking for skilled employees? Contact one of our service providers to connect to job ready graduates in your area. Follow the link for more information and to see a list of Training for Work programs across Alberta.

[Ukrainian Rural Alberta Attraction Program \(Calgary Catholic Immigration Society and Alberta Association of Immigrant Serving Agencies\)](#) – This is a new provincial funded program lead by Alberta Association of Immigrant Serving Agencies (AAISA) to match Ukrainian nationals with employers in rural Alberta.

[Wage and salary information \(Government of Alberta\)](#) – analysis of wages/salaries across a variety of occupations in Alberta.

Other Programs and Resources

Alberta Advantage Immigration Program (AAIP) (Government of Alberta) – an economic immigration program for permanent residence in Alberta. There are several streams for workers that employers should be aware of.

Alberta Purchasing Connection (APC) (Government of Alberta) – easy to use tool that lets public and private sector users manage, advertise, distribute, and download public purchasing opportunities for goods, services, and construction in Alberta. Check APC for funding or proposal opportunities.

Business Benefits Finder (Government of Canada) – get a list of government programs and services for your business.

Business Link – small business advice in Alberta to help small businesses start and thrive.

Community Futures Alberta – offers business loans, resources, mentoring, guidance and support for rural small business owners and entrepreneurs.

Employment Standards (Government of Alberta) – rules, regulations, compliance measures, and education and resources for employers and employees in Alberta workplaces.

Francophone Mobility Work Permit – a program for employers to hire French speaking temporary workers without a labour market impact assessment.

Health and safety eNews (Government of Alberta) – monthly Occupational Health and Safety newsletter.

Prairies Economic Development Canada (PrairiesCan) (Government of Canada) – federal department that supports economic growth across the Canadian Prairies by helping people navigate federal economic programs and services.

Procurement support for business (Government of Canada) – resources and supports available to support procurement with the Government of Canada.

Regional economic development resources (Government of Alberta) – resources to help community leaders, industry and business diversify and grow their regional economies.

Small business resources (Government of Alberta) – service helping small businesses connect to resources such as funding opportunities, mentorship programs, and expert advice. For more information, email [Biz Connect](#).

Tradesecrets (Government of Alberta) – information about apprentice services, certification, trades in Alberta, regulations, etc.

Trucking HR Canada – a non-profit organization working to ensure Canada's freight transportation network has the skilled workforce needed for today and into the future.

Work-Sharing Program (Government of Canada) – helps employers and employees avoid layoffs when there is a temporary decrease in the normal level of business activity, beyond the control of the employer.