

Regular Meeting of the Village of Alix Council, to be held on  
Wednesday, February 19, 2025 at 6:00 P.M.

**AGENDA**

1. Call to Order:
2. Agenda Amendments and Adoption
3. Adoption of the Minutes: a) Minutes of the Regular Meeting – February 5, 2025 – 6:00 P.M.
4. Delegation: a) Jill Hillman, Executive Director and Latisha Niehaus, Administrative Manager, Alix Mirror Wellness Supports Society – Community Resource CTR Annual Report
5. Bylaws: None
6. Unfinished Business: None
7. New Business: a) Policy No. 18 - Petty Cash Fund – Request for Decision 25-07  
b) Occupational Health and Safety Update – Request for Decision 25-08
8. Financial Reports: a) Accounts Payable Cheque Listing – December 31, 2024 – February 5, 2025  
b) Bank Reconciliation – January 2025  
c) Tax Trial Balance – February 12, 2025
9. Committee Reports: a) Lacombe Foundation Meeting – Councillor Fehr  
b) Royal Canadian Mounted Police Community Group Meeting – Councillor Cole  
c) Parkland Community Planning Services Meeting – Councillor J. Besuijen
10. Administrative Reports: a) CAO Report
11. Correspondence a) Royal Canadian Mounted Police – Quarterly Community Policing Report  
b) Alix Fire Truck Fabrication Project – Lacombe County  
c) Alix and Area Community Resource Centre – Family Day in Alix
12. Closed Meeting: a) FOIP Section 27 – Privileged Information Re: Legal Matter
13. Adjournment:



Council Members shall at all times conduct themselves and commit to ethical, businesslike, and lawful conduct, including the appropriate use of authority vested in them and appropriate decorum when acting as a Council Member.

Council Members shall:

- Govern their conduct in accordance with the requirements and obligations set out in the MGA;
- Commit to ethical, businesslike and lawful conduct, including proper use of authority and appropriate decorum when acting as Council Members;
- Not take action beyond the powers granted by the MGA without having the necessary authority from Council to do so;
- Represent the best interests of the Village;
- Debate in a manner that is respectful, considerate and healthy and will be limited to the topic that is directly related to the motion on the table;
- Take all points of view into account when making decisions;
- Have the option to respectfully disagree with other Members of Council;
- Preserve the integrity and impartiality of Council;
- Think independently and refrain from forming allegiances or factions within Council.

Minutes of the Regular Meeting of the Village of Alix Council, held on Wednesday, February 5, 2025, at 6:00 P.M.

- Present: Mayor Tim Besuijen, Councillors Barbara Gilliat, Janice Besuijen and Edwin Cole
- Also Present: Michelle White, Chief Administrative Officer  
Tanya Meston, Development Officer
- Regrets: Councillor Fehr
- 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 #013/25: Moved by Councillor Gilliat that the Village of Alix Council approve the agenda with the following amendment:  
Add: Correspondence: b) Alix Public Library Board Re: Canada Day  
CARRIED
- Minutes: a) Regular Meeting – January 15, 2025
- Resolution #014/25: Moved by Councillor Gilliat that the minutes of the Regular Meeting of the Village of Alix Council held on Wednesday, January 15, 2025, be accepted as presented.  
CARRIED
- Delegation: None
- Bylaws: None
- Unfinished Business: None
- New Business: a) Plan 2885AI Subdivision – Parkland Community Planning Services Subdivision Report
- Resolution #015/25: Moved by Councillor J. Besuijen that the Village of Alix Council hereby approves Plan 2885AI Subdivision Application subject to the following conditions:
1. Subdivision by means suitable to the Registrar of the Land Titles Office.
  2. All outstanding taxes to be paid, or satisfactory arrangement for payment thereof, to the Village of Alix [Section 654 (1)(d) of the Municipal Government Act].
  3. Arrangement to be completed with and to the satisfaction of the Alix Village for the provision of services pursuant to Section 655 of the Municipal Government Act including but not limited to the future connection to municipal water and/or sewer and payment of applicable offsite levies [Section 655 of the Municipal Government Act].
  4. A new access constructed, for legal access to the proposed and remainder lots and to the satisfaction of the Village of Alix [Section 11 (b) of the Matters Related to Subdivision and Development Regulation].
  5. Provision of a deferred reserve caveat in the amount of 1.778 ha (4.41 ac) to be registered against the 3.82 ha Proposed Lot.
  6. The Applicant shall work with Alberta Transportation and Economic Corridors (TEC) and the requirement for a Traffic Impact Assessment (TIA) to verify the necessary intersection improvements and their timelines. Confirmation to TECs requirement shall be provided to the Subdivision Authority.
- CARRIED



Adjournment:

Resolution #025/25: Moved by Councillor J. Besuijen that this Regular Meeting of the Village of Alix Council be adjourned at 7:49 P.M.

CARRIED

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

DRAFT



# ALIX MIRROR WELLNESS SUPPORTS SOCIETY



## Program Updates for the 4th Quarter

October, November, December 2024

### In-House Programming

#### Child & Youth Programs/ Events

|                   |     |
|-------------------|-----|
| ALIX AFTER-SCHOOL | 797 |
| CUB CREW          | 52  |
| COLORING CONTEST  | 12  |
| SANTA ANONYMOUS   | 18  |

#### Senior & Adult Programs/ Events

|               |    |                |
|---------------|----|----------------|
| SENIOR FUN    | 64 |                |
| MEETINGS      | 31 |                |
| JOY OF GIVING | 77 |                |
| OUTINGS       | 4  |                |
| DROP-IN CARDS | 12 | TECH SUPPORT 5 |

#### Community & Family Programs/ Events

|  |     |                    |
|--|-----|--------------------|
| SANTA PAWS                               | 29  |                    |
| WREATH WONDERLAND (15 DONORS/ 71 RAFFLE) | 86  |                    |
| 50/50 RAFFLE                             | 197 |                    |
| FOOD BANK DRIVE                          | 8   | GIVING CAMPAIGN 13 |
| MAKE IT & PAINT EVENTS                   | 35  | FILL A FRIDGE 35   |
| ANGEL TREE                               | 25  | GRIEF WORKSHOP 3   |
| ONLINE AUCTION (76 DONOR/ 53 BIDDER)     | 129 |                    |

### External Partnerships

|                       |                           |                          |                          |                       |
|-----------------------|---------------------------|--------------------------|--------------------------|-----------------------|
| ALIX DANCE CLUB<br>11 | WELL MANNERED MUTTS<br>29 | HENNA ROSE MASSAGE<br>11 | FRN<br>11                | FITNESS FUN<br>32     |
| MEETINGS<br>5         | GRIEF WORKSHOP<br>2       | MOMS & TOTS<br>13        | *WELLNESS SERVICES<br>14 | PRIVATE BOOKING<br>17 |

\*Wellness Services include foot care clinics, psychologists, acupuncture, holistic practitioner, aesthetics and energy healer.

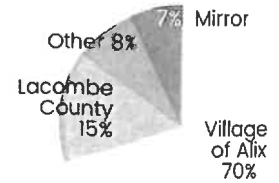
### Upcoming

Community Skate & BINGO, Health & Wellness Fair, Princess & Superhero Party, Self-Defence, Self-Care Retreat, Child & Youth Safety Week, Connecting Clans: Family Day Activities/BINGO/ Artisan Market, Winter Wishes: Gift/Top-up/ Online Auction, Quilt Raffle and Meat Draw

### Core Statistics

#### Information & Referral

2,767 Engagements  
3,411 Needs Served



#### Navigation: 30 Individuals

0% Community Referral  
100% Walk-in/ Self Referral

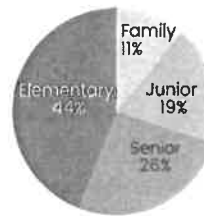
#### Areas Served (# Of Referrals Out)

182 - Form Support  
9 - Housing  
10 - Mental Health

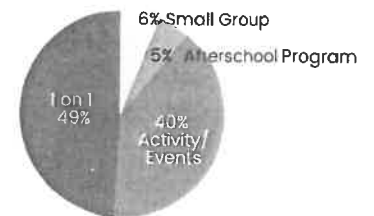
#### Family Wellness

Extended Learning: 678 Engagements

135 Individuals/  
Families



1,172 Engagements



### Meals on Wheels

91

MEALS DELIVERED

6 Clients  
6 Volunteers

Wise Owls

4 Clients

Home Support  
1 Clients

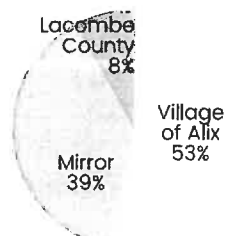
### ALIX FOOD BANK

Children: 24  
Adults: 48  
Seniors: 38

### PIC N' PAC VEGGIE PICK-UP

127 Individuals  
(22% FB Clients)

RESIDENCE  
70% Alix  
17% Mirror  
13% Lacombe County



70  
HOUSEHOLDS



QUARTERLY NEWSLETTER

# Alix Briefs

by the Alix and Area Community Resource Centre

Now Available! FREE Mental Health Counselling for All Ages...

Introducing, Trish Rasmussen, RPC-C, a Registered Professional Counsellor and founder of Healthy Minds Online- offering an integrative approach to therapy, distinctly tailored to fit your needs and address your issues or concerns. If you are interested, please email direct to book: [trish@healthymindsonline.ca](mailto:trish@healthymindsonline.ca)



## HEALTH & WELLNESS FAIR

An afternoon of sharing ideas and health & wellness information.

Admission is FREE  
Light refreshments and lunch available.

**Sunday, Jan 26**  
**11AM-4PM**  
(Cash Only)

Located at  
Alix Community Hall  
5008 49 Ave.



**Monday**  **Thursday**  
**10:00 AM - 4:00 PM**  
\*Closed all statutory holidays\*

Bay 1 & 2, 5008 50 Ave, Alix, AB

## Holiday Highlights

The Joy of Giving is an anonymous gifting program for any adult/senior who may need some extra joy during the holidays, from Alix, Mirror, Tees or the surrounding area. During December a total of 49 individuals received a gift, from a total of 28 individuals who donated gifts. We look forward to facilitating this exchange every year. Thank you all who participated.

The Angel Tree was set up again, a way to name & honor a memory during the holidays, for those who've passed. After December angels are permanently displayed in the Centre, 25 angels will be added this year. Proceeds from this program support grief resources.

## THANK YOU

We want to acknowledge the continuous support of so many individuals, businesses and organizations! Your donations help fund current and future programs. We were able to surpass our goal of raising \$25,000, during the 2024 Giving Campaign (Oct- Dec).

**Donors:**

- Enhance Energy \$5,000
- Bashaw & District
- Victim Services \$1,250
- Stride Management \$250
- Lacombe County \$10,000
- Rahr Malting Co. \$5,000
- Ember Resources \$2,500
- John & Allison Ireland \$1,000
- Della Mae Thull \$40
- Gadsby Lake Community Group \$300

**Fundraisers:**

- Winter Escapes Auction \$7,000
- 50/50 Raffle \$2,000
- Wreath Wonderland \$710

The Alix Mirror Wellness Supports Society extends a heartfelt THANK YOU.

## Services Available

- Information & Referral
- Resource Navigation
- Family Wellness
- Alix Food Bank
- Meals on Wheels
- Community Services
- Adult Learning
- Volunteer Services
- Wise Owls

Shout out to every **Alix Food Bank** supporter, from pantry staples to monetary donations, every contribution makes a difference...  
During the holidays and throughout the year.

## Did you know?

Our facility is utilized by numerous wellness based service providers. Check out what is currently offered, including massage, energy healing, nursing foot care, dental hygiene, psychology, acupuncture, vitamin infusions & IV hydration. Contact providers direct to book:

- Henna Rose Massage & Wellness
- West of the 5th Therapies and Wellness
- Foot Care by Kaitlin
- Prairieland Psychology
- Tooth Travellers
- Moon Child Wellness & Energy Healing
- Alternative Acupuncture

## We are looking for Summer 2025 Sponsors

It seems far away but we are already looking ahead to the summer and planning for school-aged child & youth programming. Do you wish to help to ensure no child misses out, due to financial barriers? Please get in touch if you wish to support our youth and alleviate the cost to attend! The fun will include daily activities, out of town outings, swimming lessons, sleepovers and more!  
\*Eligible for tax receipt\* Call Jill, 403-396-3369.

# SELF DEFENSE

We are hosting Sarah Williams, Head Instructor and Owner of Empowered Defence Centre- teaching self-defence to students of all ages. Her background includes a karate black belt; along with 7 years specializing in the field of domestic violence in a police officer role.

## Discussion Topics:

- The laws regarding use of physical self-defence
- Proactive Strategies.
- What to do after an attack

## Physical Skills:

- Defensive movements
- Easy-to-use strikes
- Escapes from common grabs

## Must Register

### For ages 12 and up...

Kids under 18 must have a parent sign a waiver at drop off (if parent is not attending).

Sunday

Feb 2

12PM-4PM

# IN ALIX



COST: \$30/ PERSON

REGISTER IN-PERSON  
AT ALIX CRC OR CALL,  
403-396-3369.

## COMING SOON

Watch for more info on Family Day activities in Alix on Feb 17, including a Pop-up Artisan Market, BINGO, Free Painting, Scavenger Hunt, Door Prizes, S'mores and lunch by donation.

**Child & Youth Safety Week, during Feb 18-20, will host Home Alone, Babysitters Course and Confident Kids while school is out (please note there will be no school aged drop-in programs). Stay tuned for the details!**

## Alix and Area Day of Self-Care Retreat

Hosted by:



Saturday  
Feb 22  
9AM-6PM



## Agenda

- Somatic Stress Release Workshop
- Macrame Key Chain Making
- Create Your Own Tea Blend Workshop
- Mindfulness Tea-Drinking Ceremony
- Self-Care Vision Board Workshop
- Dance Party
- Games, Prizes and More

Register in-person at Alix CRC or online:  
(Tickets on sale as of Jan 23, 2025)

<https://www.eventbrite.ca/e/alix-and-area-of-self-care-day-retreat-hosted-by-find-your-wild-retreat-tickets-1081423991269>

For complete details on all upcoming events and programs visit online or contact us.

[alixmirrorwellness@gmail.com](mailto:alixmirrorwellness@gmail.com)

[WWW.ALIXCRC.COM](http://WWW.ALIXCRC.COM)

JULY 3 - AUGUST 27

# 2024 Summer Recap Regional Youth Programs

For school-aged children, offered at Bashaw Youth Centre  
and Alix and Area Community Resource Centre.

**87 MONTHLY PARTICIPANTS REGISTERED**

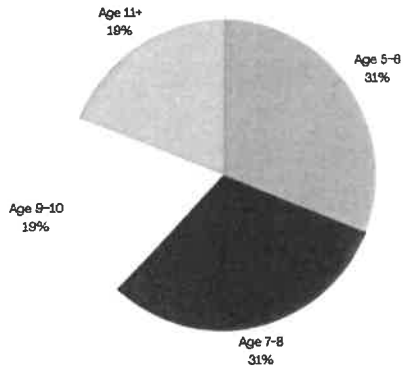
(# of Children:  
17 July, 26 August, 44 Both)

**AND 20 DROP-IN PARTICIPANTS REGISTERED**

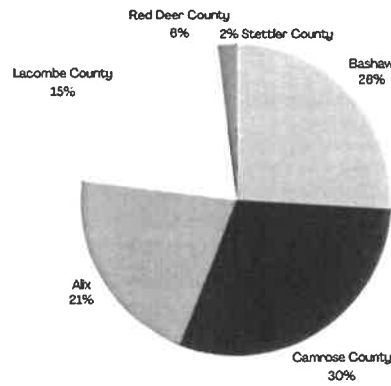
(Each child attended  
1-3 times during July to August)



Age



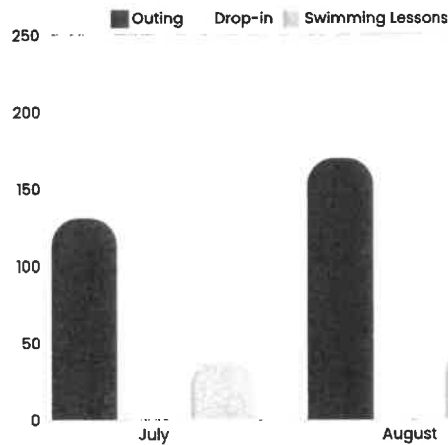
Residence



### Night at the Centre

JULY Glow in the Dark: 17 Youth  
AUGUST Tie Dye Party: 37 Youth

### Total Attendance



### Outings to:

- ~Barney's Adventure Drumheller
- ~Deer Valley Meadows
- ~Leduc Alexandra Outdoor Pool & Spray Park
- ~Blackfalds Abbey Centre
- ~Edmonton Valley Zoo
- ~Alix Wagon Wheel Museum
- ~Stettler Town & Country Museum

### Thank you for helping make Summer 2024 programs possible:

- ~Bashaw & District Support Services~
- ~Alix Mirror Wellness Supports Society~
- ~Bashaw Youth Drop-in Foundation~
- ~Canada Summer Jobs~
- ~AB Lottery Grant~
- ~Ember Resources~
- ~Bashaw & Area Recreation Board~
- ~Alix Village Shoppe~
- ~CIP Special Projects~



We partner to offer local youth a safe and engaging program, when school is out during July & August.

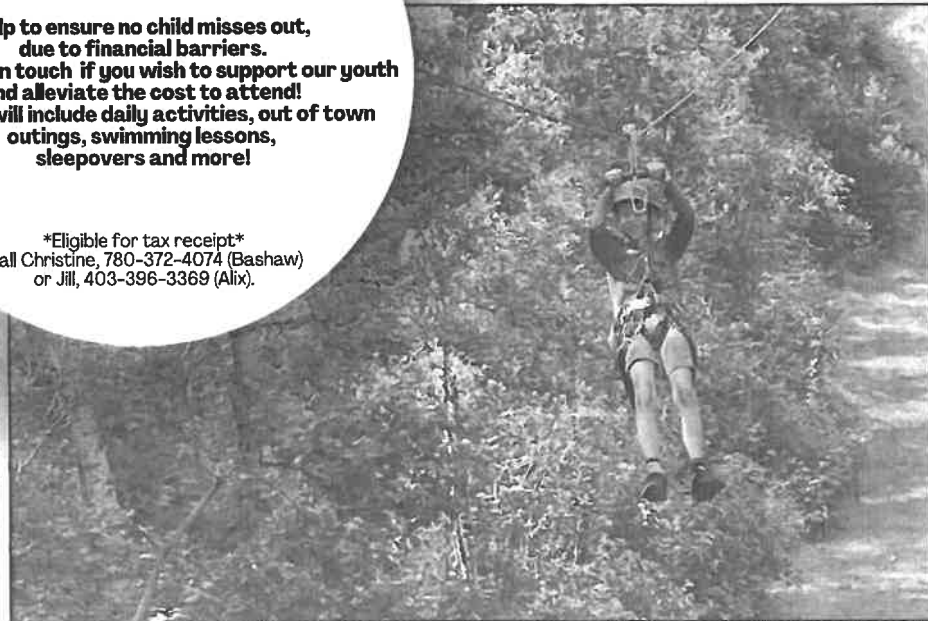
**Did you know?**  
We serve an area including towns, villages and a rural population bordered by four counties!



We are looking for  
Summer 2025 Sponsors.

**Help to ensure no child misses out,  
due to financial barriers.  
Please get in touch if you wish to support our youth  
and alleviate the cost to attend!  
The fun will include daily activities, out of town  
outings, swimming lessons,  
sleepovers and more!**

**\*Eligible for tax receipt\*  
Call Christine, 780-372-4074 (Bashaw)  
or Jill, 403-396-3369 (Alix).**



## What did the kids think?

### Feedback from Alix Youth-

Dawson: I liked making paper mâché octopus.

Lawrence: I love the Deer Valley Meadows zipline.

DJ: My favorite was the Leduc waterpark!

Benny: I loved ziplining.

Adriaunna: I loved the Edmonton Zoo.

Roux: The ziplining was my favorite part of summer!

Gracelynn: I liked the Edmonton Zoo.

Luke: Deer Valley Meadows was really fun.

Jayden: I loved the tie dye sleepover, I had a blast.

### Feedback from Bashaw Youth-

Fynn: The sleepovers were the best with staying overnight, the glow in the dark and tie dye.

Adeline: Hanging out with the staff (Claire), in the summer.

Shelby: We went to Deer Valley Meadows and swimming lessons and it was a bunch of fun.

Fletcher: Deer Valley Meadows was the best part. I loved the zipline and slip and slide.

Kahless: I really liked all of the games especially the glow in the dark party.

Gabby: My favorite was Barney's Adventure Park and rock climbing.

To learn more about what we do, visit online:  
[www.alixcrc.com](http://www.alixcrc.com) [www.bashawcrc.com](http://www.bashawcrc.com)



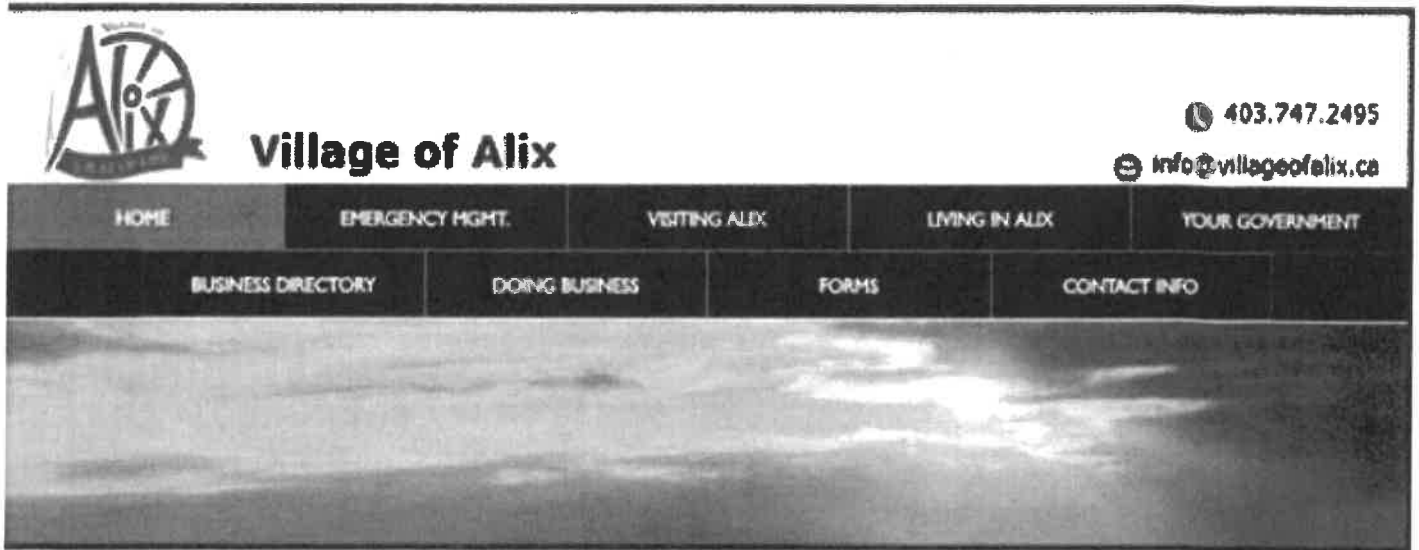
## Alix and Area Community Resource Centre

February 6 at 3:22 PM · 🌐

...

One of our major funders, the Village of Alix supports efforts in bringing resources to our community for all to benefit from. Their partnership and support is vital to our mission.

# PROUD PARTNERS



At the heart of our community are the social service agencies that will be building a strong and resilient future for our community.

**"Our vision includes having a strong pathway for building services and having accessibility in our rural community. We require unique supports and access, being so small and having distance be a factor from bigger centers where programs and services are easily accessible. Although the Centre has grown and filled so many gaps, this is and always will be a very important resource to continue to provide and fill those social service gaps seen in small communities."**

**- Village of Alix -**

[www.villageofalix.ca](http://www.villageofalix.ca)



# ADMINISTRATION REPORT



**Date:** February 11, 2025  
**Memo To:** Village Council  
**From:** Chelsie Giesbrecht  
**Subject:** Petty Cash Fund

RFD 25-07

1. **PURPOSE** – To review and update Policy 18 – Petty Cash Fund.
2. **BACKGROUND** – The Petty Cash Fund policy was approved in 2006 and has not been reviewed/amended since.
3. **OPTIONS** –
  1. To amend the policy with the draft policy provided
  2. To rescind the policy
  3. To leave the policy as it is
4. **DISCUSSION** – the attached policy is followed internally for minor expenditures from time to time that are expedient in nature or too small to require a cheque.
5. **FINANCIAL IMPLICATIONS** – Our Petty Cash Fund is currently at \$300. The \$100 increase from the policy that was approved in 2006 was from the \$100 Petty Cash Fund that was allocated to the Recreation Department. When this department was dissolved, cash was added into the Village Office Petty Cash Fund.
6. **LEGAL** – To assure accountability and accuracy receipts or invoices of purchases need to be submitted before Petty Cash is distributed.
7. **POLITICAL/PUBLIC IMPLICATIONS** – None
8. **OTHER COMMENTS** – 2-3 times a year, we reconcile the petty cash and write a cheque payable to 'Petty Cash' to account for expenses and replenish the cash funds.
9. **RECOMMENDATIONS** – I recommend option #1

“ that the Village of Alix Council hereby directs administration to amend Policy #18, Petty Cash Fund, the with provided draft”

Author



Department Name: **All Departments**

Department #

Policy No.

**18** 2006

Policy Title:

**Petty Cash Fund**

Status:

Approved

Res. #

616/06

Date

Oct. 17 2006

Policy Statement:

The Village of Alix recognizes the necessity of making minor expenditures from time to time that are expedient in nature or too small to require issuing a cheque for payment. Payment from the Petty Cash fund is hereby authorized in accordance with the following guidelines and procedures.

Guidelines/Procedures:

The Village of Alix Petty Cash fund shall be established at \$200.00.

To obtain funds from the Petty Cash Fund, a receipt or invoice must be brought to the Village Office for the expenditure.

Only the amount of the expenditure shall be funded.

As the Petty Cash is depleted, the Book Keeper shall post all the expenses and a cheque in an amount to replenish the Petty Cash Fund to \$200.00 will be drafted.

  
Mayor

  
CAO

  
Date



**Department: All Departments**  
**Policy No: 18**  
**Policy Title: Petty Cash Fund**  
**Resolution No. 616/06 Date: October 17, 2006**  
**Amendment:**  
**Resolution No. 0 /25 Date: February 19, 2025**  
**Review Date: 2028**

**Policy Statement:**

The Village of Alix recognizes the necessity of making minor expenditures from time to time that are expedient in nature or too small to require issuing a cheque for payment. Payment from the Petty Cash fund is hereby authorized in accordance with the following guidelines and procedures.

**Guidelines/Procedures:**

The Village of Alix Petty Cash fund shall be established at \$300.00.

To obtain funds from the Petty Cash Fund, a receipt or invoice must be brought to the Village Office for the expenditure.

Only the amount of the expenditure shall be funded.

As the Petty Cash is depleted, Administration shall post all the expenses and a cheque in an amount to replenish the Petty Cash Fund to \$300.00 will be drafted.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO

\_\_\_\_\_  
Date



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# ADMINISTRATION REPORT

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**Date:** February 12, 2025 RFD 25-08  
**Memo To:** Village Council  
**From:** Michelle White  
**Subject:** Alix Arena

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1. **PURPOSE** – To update Council on Occupational Health and Safety (OHS) relating to municipal operations. Please see attached report.
2. **BACKGROUND** – Village staff have been making great progress toward compliance with areas of legislation concerning safety as they continue to be updated and amended. A few areas of improvement have been noted by OHS at the Alix Arena.
3. **OPTIONS** – 1.
4. **DISCUSSION** – The Alix Arena Board and staff have been doing an excellent job of running and maintaining this facility for use by the community and surrounding areas. When provincial regulators from ABSA visited in August, they contacted the Village as the registered owner of the Arena for a site check. It was the goal of this organization to do site checks for every arena in Alberta in 2024. This visit started a collaborative effort by the Village and Arena to bring everything up to date and up to code.
5. **FINANCIAL IMPLICATIONS** – The cost of complying with legislation is mainly Village staff time, plus approximately \$500 - \$1,000 for basic safety items (CO2 detectors, signage etc.).
6. **LEGAL** – As the owner of the Arena, the municipality is ultimately responsible for many aspects of the facility's safe operation. Though there is an agreement in place between the Village and the Alix Arena Association, there are no sections of the Agreement that refer to the need of the Association to be compliant with provincial regulations pertaining to the operation of an Arena. The current agreement was signed in 2018 and is in effect until 2038.
7. **POLITICAL/PUBLIC IMPLICATIONS** – The Arena is well used by the community. We want to ensure it continues to be a fun and safe recreational facility for many years to come.
8. **OTHER COMMENTS** – Everyone involved in the safety compliance process has been very open to working together and reaching the goal of full compliance. Village staff will continue to work with the Arena Board and staff as well as OHS representatives to meet or exceed the 4 Findings in the attached report. This process has increased communication between the Village and the Arena in a positive way and has highlighted areas the Village is responsible for that we were not previously aware of.
9. **RECOMMENDATIONS** – I recommend we continue to work with the Arena Board by updating the existing agreement to better define roles & responsibilities.

“that the Village of Alix Council hereby directs administration to work with the Alix Arena Association to update the existing Alix Arena use agreement, outlining areas of responsibility and compliance with provincial regulations.”

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Author



# Occupational Health And Safety (OHS) Council Report 2025

## **OHS VILLAGE UPDATE:**

- As the OHS regulations changed in March of 2023, I have updated/installed 13 first-aid kits and 9 eyewash stations.
- Public Works now have daily and monthly truck inspections, Municipal building monthly inspections, and monthly First-aid and eyewash inspections.
- All Safety Data Sheet (SDS) binders have been updated.
- Public Works also have Toolbox and Safety Meeting forms to track their meetings on.

## **OHS ARENA UPDATE:**

- With there being so many media reports of arenas having problems and propane explosions (ammonia etc.) Arenas are now the top topic in the government.
- 2024 – 2025 the Village has been actively working with the Arena Board and staff.
- In August we had a visit from ABSA (provincial regulating body) who inspect all Boiler and Pressure Vessels. With this inspection, the Arena needed to create a record for equipment maintenance, training and evaluations of house maintenance personnel. Also needed was documentation for self-audit, records for current inventory/equipment and brine testing twice a year.
- Since then, I have made forms for the following equipment maintenance, and inspections (daily and monthly).
- The Board has forwarded all the inspections done by Startec.

January 31 Occupational Health and Safety had a visit and issued the following orders:

### **1. OBSERVATION(S)/FINDING(S):** Janene will complete

- The employer could not provide an emergency response plan for the arena.

**REQUIREMENT:** An employer must establish an emergency response plan for responding to an emergency that may require rescue or evacuation under Section 115(1) of the Alberta OHS Code.

## **APPLICABLE OHS LEGISLATION:**

### **Emergency Preparedness and Response-Emergency Response Plan 115**

(1) An employer must establish an emergency response plan for responding to an emergency that may require rescue or evacuation.

(2) An employer must involve affected workers in establishing the emergency response plan.

(3) An employer must ensure that an emergency response plan is current.

**Compliance Date:** March 04, 2025

**2. OBSERVATION(S)/FINDING(S):** The employer could not provide a hazard assessment for work activities at the work site. (Janene is working with Arena employee to complete Standard Operating Procedures, Job Safety Analysis, and Hazard Assessment paperwork.)

**REQUIREMENT:** An employer must assess a work site and identify existing and potential hazards before work begins at the work site or prior to the construction of a new work site as set out in section 7(1) and prepare a report as required in section 7(2) of the Alberta OHS Code.

**APPLICABLE OHS LEGISLATION:**

**Hazard Assessment, Elimination and Control-Hazard Assessment**

7 7(1) An employer must assess a work site and identify existing and

potential hazards before work begins at the work site or before the construction of a new work site.

(2) An employer must prepare a report of the results of a hazard assessment and the methods used to control or eliminate the hazards identified.

(3) An employer must ensure that the date on which the hazard assessment is prepared or revised is recorded on it.

(4) An employer must ensure that the hazard assessment is repeated

(a) at reasonably practicable intervals to prevent the development of unsafe and unhealthy working conditions,

(b) when a new work process is introduced,

(c) when a work process or operation changes, or

(d) before the construction of significant additions or alterations to a work site.

**Compliance Date:** March 04, 2025

**3. OBSERVATION(S)/FINDING(S):** The employer could not provide worker training/competency records for the operation of the Olympia Millennium Zamboni. (Janene has created a daily and monthly report for the maintenance of the Zamboni, and a Board member is reaching out to the company the Zamboni was purchased from for further training. After this training, the employee will be able to provide training for other operators. The employee has also agreed to do the Arena Operators Level 1, Arena Operator Level 2 and Arena maintenance courses.)

**REQUIREMENT:** A worker must not operate powered mobile equipment unless the worker is trained to safely operate the equipment, has demonstrated competency in operating the equipment to a competent worker designated by the employer, is familiar with the equipment's operating instructions and is authorized by the employer to operate the equipment as set out in section 256(1) of the Alberta OHS Code.

**APPLICABLE OHS LEGISLATION:**

**Powered Mobile Equipment-Operator responsibilities 256**

256(1) A worker must not operate powered mobile equipment unless the work

(a) is trained to safely operate the equipment,

(b) has demonstrated competency in operating the equipment to a competent worker designated by the employer,

(c) is familiar with the equipment's operating instructions, and

(d) is authorized by the employer to operate the equipment.

256(2) Subsection (1)(a), (b) and (c) do not apply if a worker in training operates the equipment under the direct supervision of a competent worker designated by the employer.

256(3) The operator of powered mobile equipment must

(a) report to the employer any conditions affecting the safe operation of the equipment,

(b) operate the equipment safely,

(c) maintain full control of the equipment at all times,

(d) use the seat belts and other safety equipment in the powered mobile equipment,

(e) ensure that passengers in the powered mobile equipment use the seat belts and other safety equipment in the powered mobile equipment, and

(f) keep the cab, floor and deck of the powered mobile equipment free of materials, tools or other objects that could interfere with the operation of the controls or create a tripping or other hazard to the operator or other occupants of the equipment.

**Compliance Date:** March 04, 2025

**4. OBSERVATION(S)/FINDING(S):** The OHS Officer observed stairs to the announcer's booth did not have a handrail. Arena Board is looking into having the booth removed

**REQUIREMENT:** An employer must ensure that a stairway is equipped with a handrail that extends the entire length of the stairway, is secured and cannot be dislodged, is between 800 millimetres and 920 millimetres above the front edge of the treads and is substantial and constructed of lumber that is not less than 38 millimetres by 89 millimetres or material with properties the same as or better than those of lumber. The posts supporting a handrail are spaced not more than 3 metres apart at their vertical centres and are constructed of lumber that is not less than 38 millimetres by 89 millimetres or materials with properties the same as or better than those of lumber.

**APPLICABLE OHS LEGISLATION:**

**Entrances, Walkways, Stairways and Ladders-Entrances, Walkways, Stairways - Handrails on Stairways 123**

123(1) This section applies to stairways with 5 or more risers.

(2) An employer must ensure that a stairway is equipped with a handrail that

(a) extends the entire length of the stairway,

(b) is secured and cannot be dislodged,

(c) is between 800 millimetres and 920 millimetres above the front edge of the treads, and

(d) is substantial and constructed of lumber that is not less than 38 millimetres by 89 millimetres or material with properties the same as or better than those of lumber.

(3) An employer must ensure that posts supporting a handrail

(a) are spaced not more than 3 metres apart at their vertical centres, and

(b) are constructed of lumber that is not less than 38 millimetres by 89 millimetres or materials with properties the same or better than

In the report, it was also noticed that all the emergency exits were deadbolted and that all the emergency exits were not accessible. There needed to be earplugs outside of the chiller room. The lock on the chiller room was not properly locked. There needed to be a lock on the door to the entrance of the Zamboni room. There needs to be a carbon monoxide alarm.

For the emergency exits- unlocking and locking - have as a daily duty on your SOP.

The Village is supplying a cable lock for the Zamboni door, this along with the lock on the chiller room should also be on the SOP.

The earplugs will be on the outside wall of the chiller room.

The Village will be installing three carbon monoxide alarms one in the furnace room, one in the hallway by the dressing rooms and one in the lobby.

Public Works keeps a yearly record of the snow load for the arena roof this includes pictures.

Janene Andeson, Director of Emergency Management  
Village of Alix

## **What is a Job Safety Analysis (JSA) or Job Hazard Analysis (JHA)?**

Job Safety Analysis (JSA) or Job Hazard Analysis (JHA) is a systematic evaluation of the potential hazards associated with the conduct of a proposed activity or facility. It considers the effectiveness of preventive measures and strategies in reducing the effects of such hazards. These procedures are important as they allow the management to determine any flaws in its safety program. It is a moral, legal, and financial obligation for employers.

A Job Safety Analysis (JSA) and Job Hazard Analysis (JHA) are procedures that help integrate accepted safety and health principles and practices into a particular task or job operation. In a JSA or JHA, each basic step of the job is to identify potential hazards and to recommend the safest way to do the job.

## **When should a Job Safety Analysis (JSA) or a Job Hazard Analysis (JHA) be done?**

To ensure hazards, unwanted events, and potential risks are properly captured and addressed, A JSA or JHA should be performed at the job site before carrying out the job.

### **What is the Difference?**

A Job Safety Analysis (JSA) is used for routine procedures/jobs.

A Job Hazard Analysis (JHA) is used for the initial procedures/jobs.

Standard Operating Procedures (SOP) 10

## **Standard Operational Procedures (SOP)**

Policy management is often not seen as a priority, however, maintaining strong policies is becoming more and more important for organizations. A well-managed policy has the potential to positively impact organizational culture, governance, and compliance while establishing employee expectations and saving the organization time.

Written policies and procedures function like a rule book for day-to-day operations. Policies define the organization's purpose, ideas, and mission. Procedures define organizational step-by-step methods of enhancing policies.

Some organizations have unwritten policies and standards, meaning that everyone is expected to act according to certain code conduct, whether the rules were formally expressed. This may work for small organizations, where all members have roughly the same goals and working styles, However, for utmost efficiency, policies and procedures should be written and easily accessible so that they can be referred to during moments of disagreement or confusion. Especially in large organizations, documented policies and procedures are necessary to keep all participants on the same page and enforce clear standards. It is helpful to review the policies and procedures from time to time, to make sure they are still viable and to refamiliarize the participants with more seldom-used procedures. This is especially important for policies and procedures regarding emergencies, such as evacuation procedures (muster point).

**Policies and procedures are often a legal necessity. In some cases, having clear policies and procedures in place, and being able to prove they are adhered to, can help an organization avoid legal liability in court.**



# VILLAGE OF ALIX

## Cheque Listing For Council

2025-Feb-12  
11:57:21AM

| Cheque   |            |  |  |   | Invoice  | Cheque    |
|----------|------------|--|--|---|--|-----------|
| Cheque # | Date       | Vendor Name                              | Invoice #  | Invoice Description   | Amount   | Amount    |
| 20250031 | 2024-12-31 | 2253676 ALBERTA LTD., (ALIX FOODS)       | 335702<br>336585   | PW COFFEE SUPPLIES<br>OFFICE COFFEE SUPPLIES  | 6.61<br>24.04                                    | 30.65     |
| 20250032 | 2024-12-31 | 327241 ALBERTA LTD                       | 1395   | MONTHLY PATROLS DEC 2024  | 577.50   | 577.50    |
| 20250033 | 2024-12-31 | HIRON, PAMELA                            | DEC2024  | FIREHALL CLEANING NOV & DEC   | 187.50   | 187.50    |
| 20250034 | 2024-12-31 | HWY 12/21 REGIONAL WATER SERVICES COMM   | 1357   | WATER CONSUMPTION DEC 202   | 15,738.55  | 15,738.55 |
| 20250035 | 2024-12-31 | KEITH'S REFRIGERATION LTD.               | 24715  | RAILWAY HOUSE FURNACE REP   | 892.89   | 892.89    |
| 20250036 | 2024-12-31 | LACOMBE COUNTY                           | IVC00046097  | PEACE OFFICER SERVICES 202  | 32,810.00  | 32,810.00 |
| 20250037 | 2024-12-31 | PARKLAND COMMUNITY PLANNING SVCS.        | 22525  | SUBDIVISION ALI24401 PROF. SE   | 1,415.36   | 1,415.36  |
| 20250038 | 2025-01-15 | ADOA (ALBERTA DEVELOPMENT , OFFICERS AS  | 25-172   | 2025 ADOA YEARLY MEMBERSH   | 175.00   | 175.00    |
| 20250039 | 2025-01-15 | BOUNTY ONSITE INC.                       | 001-161162   | EQUIPMENT GREASE  | 82.85  | 82.85     |
| 20250040 | 2025-01-15 | CENTRAL LABS                             | 2500019  | TESTING MAIN LIFT STATION   | 52.12  | 52.12     |
| 20250041 | 2025-01-15 | GFOAALBERTA                              | MEMB2025-001   | 2025 MEMBERSHIP   | 157.50   | 157.50    |
| 20250042 | 2025-01-15 | GULLY'S RESCUE AND REMOVAL               | 105  | SNOW REMOVAL JAN 13, 2025   | 1,512.00   | 1,512.00  |
| 20250043 | 2025-01-15 | KEITH'S REFRIGERATION LTD.               | 24859  | RAILWAY HOUSE FURNACE REP.  | 1,712.22   | 1,712.22  |
| 20250044 | 2025-01-15 | LACOMBE COUNTY                           | IVC00046086  | 2025 ASSESSMENT REVIEW BO/  | 997.50   | 997.50    |
| 20250045 | 2025-01-15 | LEAD SERVICES                            | 2025-006   | TRAINING - BLS, IFA-BLS   | 1,302.00   | 1,302.00  |
| 20250046 | 2025-01-15 | LOOMIS EXPRESS, A DIV OF TFI TRANSPORT 2 | 11191987   | WATER METER SHIPPING  | 95.37  | 95.37     |
| 20250047 | 2024-12-31 | ALIX HOME HARDWARE                       | 152800<br>152830<br>152852<br>152925<br>152976<br>152990 | CHRISTMAS SUPPLIES<br>GARBAGE BAGS FOR FIREHALL<br>LIGHT BULBS FOR VILLAGE OFF<br>WINDSHIELD WASHER FLUID, DO<br>OFFICE GARBAGE BAGS<br>SHOP SUPPLIES | 5.65<br>61.59<br>2.72<br>53.51<br>18.89<br>80.04 | 222.40    |
| 20250048 | 2024-12-31 | ALIX MIRROR WELLNESS SUPPORTS SOCIETY    | DEC2024  | FCSS FUNDING AGREEMENT AL   | 1,098.09   | 1,098.09  |
| 20250049 | 2024-12-31 | KEITH'S REFRIGERATION LTD.               | 24848  | FURNACE FAN MOTOR RAHR LII  | 814.07   | 814.07    |
| 20250050 | 2024-12-31 | LACOMBE COUNTY                           | DEC2024  | CAPITAL COST SHARE REIMBUR  | 1,811.03   | 1,811.03  |
| 20250051 | 2024-12-31 | MCES INC                                 | 0975   | CAMERA INSTALL  | 2,536.33   | 2,536.33  |
| 20250052 | 2024-12-31 | PARKLAND COMMUNITY PLANNING SVCS.        | 22498  | PROPOSED SUBDIVISION ADMIN  | 262.50   | 262.50    |
| 20250053 | 2025-01-29 | ANDERSON, JANENE                         | JAN2025  | TRAVEL EXPENSE CLAIM  | 40.00  | 40.00     |
| 20250054 | 2025-01-29 | BESUIJEN, JANICE                         | JAN2025  | COUNCIL EXPENSE CLAIM JAN :   | 200.00   | 200.00    |
| 20250055 | 2025-01-29 | CANADIAN PACIFIC RAILWAY CO              | 1000-001116448   | CROSSING MAINTENANCE JAN :  | 731.00   | 731.00    |
| 20250056 | 2025-01-29 | CENTRAL LABS                             | 2500048  | TESTING MAIN LIFT STATION   | 52.12  | 52.12     |
| 20250057 | 2025-01-29 | COLE, EDWIN                              | JAN2025  | COUNCIL EXPENSE CLAIM JAN :   | 250.00   | 250.00    |
| 20250058 | 2025-01-29 | CYBERUS PROTECTION SERVICES              | 202532   | PATROL SERVICES FEB 2025  | 3,154.89   | 3,154.89  |
| 20250059 | 2025-01-29 | DUCHESNE, PIERRE                         | 178  | SERVICE ON 2014 CHEV SILVER   | 1,357.98   | 1,357.98  |
| 20250060 | 2025-01-29 | FEHR, ROBERT LEE                         | JAN2025  | COUNCIL EXPENSE CLAIM JAN :   | 250.00   | 250.00    |
| 20250061 | 2025-01-29 | GILLIAT, BARBARA JEAN                    | JAN2025  | COUNCIL EXPENSE CLAIM JAN :   | 440.58   | 440.58    |
| 20250062 | 2025-01-29 | GREGG DISTRIBUTORS CO LTD                | 000-125317   | ICEMELT   | 221.72   | 221.72    |
| 20250063 | 2025-01-29 | GULLY'S RESCUE AND REMOVAL               | 106  | SNOW CLEARING JAN 15, 2025  | 945.00   | 945.00    |
| 20250064 | 2025-01-29 | LACOMBE FOUNDATION                       | C-736316   | 2025 REQUISITION  | 8,662.00   | 8,662.00  |
| 20250065 | 2025-01-29 | LOCAL AUTHORITIES PENSION PLAN           | JAN2025  | CONTRIBUTIONS JAN 2025  | 5,981.99   | 5,981.99  |
| 20250066 | 2025-01-29 | RSP Contributions Jan 2025               | JAN2025  | CONTRIBUTIONS JAN 2025  | 262.26   | 262.26    |



# VILLAGE OF ALIX

## Cheque Listing For Council

2025-Feb-12

11:57:21AM

| Cheque   |            | Vendor Name                       | Invoice #   | Invoice Description   | Invoice Amount  | Cheque Amount |
|----------|------------|-----------------------------------|---|---|---|---------------|
| Cheque # | Date       |                                   |   |   |   |               |
| 20250067 | 2025-01-29 | THE CITY OF RED DEER              | 451755  | 2025 FIRE DISPATCH FEES   | 2,334.48  | 2,334.48      |
| 20250068 | 2024-12-31 | LACOMBE COUNTY                    | IVC00046167<br>IVC00046171  | COUNTY FIRE CHIEF COSTS 202<br>ALIX FIRE DEPT COSTS 4TH QU  | 4,221.54<br>29,591.23   | 33,812.77     |
| 20250069 | 2025-02-05 | AMSC INSURANCE SERVICES LTD.      | FEB2025   | PREMIUMS FEB 2025   | 5,275.54  | 5,275.54      |
| 20250070 | 2025-02-05 | CANOE PROCUREMENT GROUP OF CANADA | AB262188<br>AB267455<br>AB270833  | OFFICE SUPPLIES<br>RETURNED ITEM<br>OFFICE SUPPLIES   | 275.92<br>(30.95)<br>62.98  | 307.95        |
| 20250071 | 2025-02-05 | CENTRAL LABS                      | 2500086<br>2500106  | TESTING AT MAIN LIFT STATION<br>TESTING AT MAIN LIFT STATION  | 52.12<br>52.12  | 104.24        |
| 20250072 | 2025-02-05 | GREGG DISTRIBUTORS CO LTD         | 000-149463  | MONKEY WRENCH, ICE MELT   | 158.34  | 158.34        |
| 20250073 | 2025-02-05 | KEITH'S REFRIGERATION LTD.        | 25041   | SERVICE FURNACE AT RAHR LIF   | 614.25  | 614.25        |
| 20250074 | 2025-02-05 | PITNEY BOWES LEASING              | 3202506146  | POSTAGE MACHINE LEASE   | 128.24  | 128.24        |
| 20250075 | 2025-02-05 | VILLAGE OF ALIX                   | 50100JAN2025<br>63900JAN2025<br>69600JAN2025<br>7000JAN2025<br>72700JAN2025<br>72800JAN2025<br>72830JAN2025<br>72841JAN2025 | BULK WATER JAN 2025<br>LIBRARY JAN 2025<br>PW YARD JAN 2025<br>VILLAGE OFFICE JAN 2025<br>FIRE HALL JAN 2025<br>BAY 1 & BAY 2 RAILWAY HOUSE<br>BAY 3 RAILWAY HOUSE JAN 202<br>BAY 4 RAILWAY HOUSE JAN 202 | 89.04<br>116.72<br>104.03<br>126.32<br>111.60<br>161.52<br>121.84<br>109.68 | 940.75        |
| 20250076 | 2025-02-05 | WILD ROSE ASSESSMENT SERVICES     | 9671  | PROGRESS PAYMENT FEB 2025   | 1,319.50  | 1,319.50      |
| 20250077 | 2025-02-05 | ZONE 3 BUSINESS SOLUTIONS INC.    | 171414  | PHOTOCOPYING CHARGES  | 43.41   | 43.41         |
| 20250078 | 2024-12-31 | LACOMBE COUNTY                    | DEC312024   | STRUCT FIRE 5112 - 49 STREET  | 5,675.00  | 5,675.00      |

**Total 137,747.44**

\*\*\* End of Report \*\*\*

**VILLAGE OF ALIX  
BANK RECONCILIATION  
FOR THE MONTH ENDING:  
January 31, 2025**

|                            |
|----------------------------|
| <b>SERVUS CREDIT UNION</b> |
|----------------------------|

|                                     | CHEQUING                       | CHEQUING (2)                | INVESTMENTS (1)        |
|-------------------------------------|--------------------------------|-----------------------------|------------------------|
| <b>Balance from Bank Statement:</b> | <b>1,783,835.49</b>            | <b>12,432.90</b>            | <b>0.00</b>            |
| <b>Plus: Deposits in Transit</b>    | <b>8,663.33</b>                |                             |                        |
| <b>Plus: JE in Transit</b>          | <b>-</b>                       |                             |                        |
| <b>Less: Outstanding Cheques</b>    | <b>(81,957.92)</b>             |                             |                        |
| <br><b>Reconciled Bank Balance:</b> | <br><b><u>1,710,540.90</u></b> | <br><b><u>12,432.90</u></b> | <br><b><u>0.00</u></b> |
| <br>31-Jan-25 GL balance      3-120 | <br><b><u>1,710,540.90</u></b> |                             |                        |
| 31-Jan-25 GL balance      3-121     |                                | <b><u>12,432.90</u></b>     |                        |
| 31-Jan-25 GL balance      3-300     |                                |                             | <b><u>-</u></b>        |
| <br>Variance:                       | <br>-                          | <br>-                       |                        |

**THIS STATEMENT SUBMITTED TO COUNCIL THIS 19TH DAY OF FEBRUARY, 2025**



# VILLAGE OF ALIX

## Tax Trial Balance (Full Listing)

Trial Balance As Of 2025-02-12

| Roll # | Title Holder | Tax Levy                   | Accum. Penalty        | Out. Penalty                  | Outstanding | Current | 1 Year         | 2 Years           | 3 Years | Over 3 |
|--------|--------------|----------------------------|-----------------------|-------------------------------|-------------|---------|----------------|-------------------|---------|--------|
|        |              | <b>Tax Levy</b>            | 1,805,263.71          | <b>Local Improvement Levy</b> |             |         |                | 0.00              |         |        |
|        |              | <b>Additional Tax Levy</b> | 0.00                  | <b>Accumulated Penalty</b>    |             |         | 20,758.18      |                   |         |        |
|        |              |                            |                       | <b>Outstanding Penalty</b>    |             |         | 20,740.43      |                   |         |        |
|        |              | <b>Sub Ledger</b>          | <b>General Ledger</b> |                               |             |         |                |                   |         |        |
|        |              | <b>Current</b>             | (13,216.04)           |                               |             |         |                |                   |         |        |
|        |              | 1 Year                     | 76,364.12             |                               |             |         | 3-00-00-00-210 | 101,566.05        |         |        |
|        |              | 2 Years                    | 17,251.79             |                               |             |         | <b>Totals</b>  | <u>101,566.05</u> |         |        |
|        |              | 3 Years                    | 19,960.24             |                               |             |         |                |                   |         |        |
|        |              | Over 3                     | 1,205.94              |                               |             |         |                |                   |         |        |
|        |              | <b>Outstanding</b>         | <u>101,566.05</u>     |                               |             |         |                |                   |         |        |
|        |              | <b>Total GL</b>            |                       |                               |             |         |                | 101,566.05        |         |        |
|        |              | <b>Total SL</b>            |                       |                               |             |         |                | 101,566.05        |         |        |
|        |              | <b>Proof</b>               |                       |                               |             |         |                | <u>0.00</u>       |         |        |

\*\*\* End of Report \*\*\*

# Lacombe Foundation Meeting

January 6, 2025

Met November 25/24 ( See attached agenda and stats)

- Organizational Meeting held. Jamie Hoover re-elected as Chair and Barb Sheppard as Vice-Chair.
- Aileen Burke has been retained to help lobby the Provincial government for replacement of the Lacombe Lodge buildings. Rethinking the project scope, as GoA is planning budget cuts, so the current replacement plan is likely not viable. The anticipated October 2025 Federal Election will also likely impact the budget. Minister Nixon has verbally stated he can " Get what he wants from the Treasury " .
- APP grant covers 30% of project, but needs to be in by January 31, 2025. Too late for this round of submissions, but will be ready for 2026, or earlier if opportunity arises.
- Overall budget is doing very well.
- Village of Alix requisition has gone up from \$7600 last year to \$8662.50 this year due to big increase in property assessments.
- Total requisition amount for the foundation has increased to \$875,000.00 due to staff salary increases, inflation, and no increases over the past few years.
- Salary and benefits negotiations in progress.

Sincerely,



Rob Fehr  
Mayor, Village of Alix





Lacombe Foundation Board Meeting  
 Monday November 25, 2024 @ 1:00pm  
 Lacombe Memorial Center

## AGENDA

|            |   |
|------------|---|
| <b>1.</b>  | <b>Call to Order</b>  |
| <b>2.</b>  | <b>Approval of Agenda</b>   |
| <b>3.</b>  | <b>Delegation – City of Lacombe and Alberta Counsel</b>                       |
| <b>4.</b>  | <b>Approval of Minutes</b><br>– September 23, 2024 Regular meeting            |
| <b>5.</b>  | <b>Correspondence</b>   |
|            | a. ASCHA – Call for Resolutions   |
|            | b.  |
| <b>6.</b>  | <b>Reports</b>  |
|            | a. Financial Reports – for the 10 months ending October 31, 2024              |
|            | b. Occupancy Stats to October 31, 2024  |
|            | c. CAO Report   |
| <b>7.</b>  | <b>New Business</b>   |
|            | a. Budget 2025  |
|            | b.  |
| <b>8.</b>  | <b>Previous Business</b>  |
|            | a. Lacombe Lodge Redevelopment update   |
| <b>9.</b>  | <b>Next Meeting Date</b><br>- February 3, 2025 Regular Board meeting via Zoom |
| <b>10.</b> | <b>Adjournment</b>  |

**Lacombe Foundation**  
**Statement of Financial Position**  
**For the 10 months ended October 31, 2024**

|   | <b>Assets</b>      |
|---|--------------------|
| Current   |                    |
| Cash and cash equivalents                       | 3,732,015          |
| Short-term investments                          | 2,374,955          |
| Accounts receivable                             | 71,867             |
| Other receivable                                | 11,836             |
| Prepays   | 39,216             |
|   | 6,229,889          |
| Non-current                                     |                    |
| Tangible capital assets                         | 6,473,038          |
|   | 12,702,927         |
|   | <b>Liabilities</b> |
| Current   |                    |
| Accounts payable and accruals                   | 228,435            |
| Unearned income and deposits                    | 348,461            |
|   | 576,896            |
| Non-current                                     |                    |
| Loan  | 1,387,644          |
| Deferred contributions - tangible capital asset | 2,430,378          |
|   | 4,394,918          |
|   | <b>Net Assets</b>  |
| Unrestricted net assets                         | 2,422,338          |
| Net assets internally restricted                | 2,314,085          |
| Net assets invested in tangible capital assets  | 2,933,150          |
| Current year to date surplus                    | 638,436            |
|   | 8,308,009          |
|   | 12,702,927         |

**LACOMBE FOUNDATION**  
**STATEMENT OF OPERATIONS - LODGES**  
**Operated by Bethany Nursing Home of Camrose, Alberta as Management Body**  
**For the 10 months ended October 31, 2024**

**NOTES**

- 1 Rental Revenue: Lacombe Lodge has seen an increase in occupancy. Eckville Manor's occupancy is a little lower than anticipated.
- 2 Guest Meals: Both lodges are close to budget.
- 3 Investment Income: GICs have matured and were re-invested.
- 4 Utility Costs: October's expenses have been estimated as actual invoicing has not yet been received.
- 5 Operating: Both lodges are close to budget.
- 6 Food: Lacombe Lodge is a little over budget. This is mainly due to date of invoices.
- 7 Maintenance: No major expenses.
- 8 Non-recurring Maintenance: Windows and blinds have been installed.
- 9 Salaries and Benefits: Lacombe is very close to budget. Eckville is under budget due to admin position not yet filled.

### Occupancy/Waitlist

For Selected Properties  
Date From: 10/01/2024 to 10/31/2024

| Building Name                 | Type                  | Town       | No. Of Units | Move Outs | Move Ins | Vacant Units | Current Avg. Age | Current Gender                 | Avg. Length of Stay (Years) | Occupancy            |
|-------------------------------|-----------------------|------------|--------------|-----------|----------|--------------|------------------|--------------------------------|-----------------------------|----------------------|
| BLACKFALDS AFFORDABLE HSG     | Affordable Housing    | BLACKFALDS | 20           | 0         | 0        | 0            | 19               | FEMALE 37<br>MALE 31           | 3                           | 100%                 |
| TERRACE HEIGHTS LANDING       | Affordable Housing    | LACOMBE    | 28           | 0         | 0        | 0            | 33               | FEMALE 38<br>MALE 22           | 4                           | 100%                 |
| LACOMBE HOUSING 1             | Community Housing     | LACOMBE    | 8            | 1         | 0        | 0            | 14               | FEMALE 12<br>MALE 13           | 3                           | 100%                 |
| LACOMBE HOUSING 2             | Community Housing     | LACOMBE    | 3            | 0         | 0        | 0            | 27               | FEMALE 5<br>MALE 4             | 6                           | 100%                 |
| LACOMBE HOUSING 3             | Community Housing     | LACOMBE    | 1            | 0         | 0        | 0            | 25               | FEMALE 3<br>MALE 0             | 13                          | 100%                 |
| LACOMBE HOUSING 4             | Community Housing     | LACOMBE    | 1            | 0         | 0        | 0            | 26               | FEMALE 0<br>MALE 3             | 14                          | 100%                 |
| ECKVILLE MANOR HOUSE          | DSL                   | ECKVILLE   | 15           | 2         | 1        | 3            | 85               | FEMALE 2<br>MALE 4             | 1                           | 80%                  |
| DTRS-Lacombe                  | DTRS                  | LACOMBE    | 88           | 6         | 0        | 1            | 28               | FEMALE 130<br>MALE 73          | 2                           | 99%                  |
| ECKVILLE MANOR HOUSE          | Lodge                 | ECKVILLE   | 35           | 1         | 0        | 12           | 85               | FEMALE 18<br>MALE 9            | 3                           | 66%                  |
| LACOMBE SENIOR CITIZENS LODGE | Lodge                 | LACOMBE    | 97           | 4         | 1        | 15           | 82               | FEMALE 50<br>MALE 35           | 3                           | 85%                  |
| PLRS-Lacombe                  | PLRS                  | LACOMBE    | 4            | 0         | 0        | 2            | 52               | FEMALE 1<br>MALE 1             | 7                           | 50%                  |
| LAKEVIEW MANOR                | Senior Self Contained | ALIX       | 16           | 0         | 1        | 2            | 68               | FEMALE 7<br>MALE 8             | 4                           | 88%                  |
| OXFORD COURT                  | Senior Self Contained | BENTLEY    | 6            | 1         | 0        | 0            | 77               | FEMALE 6<br>MALE 1             | 7                           | 100%                 |
| TOWER MANOR                   | Senior Self Contained | BLACKFALDS | 4            | 1         | 0        | 0            | 77               | FEMALE 4<br>MALE 0             | 8                           | 100%                 |
| LIONS GOLDEN VILLA            | Senior Self Contained | ECKVILLE   | 8            | 0         | 0        | 0            | 73               | FEMALE 6<br>MALE 2             | 8                           | 100%                 |
| CAMERON MANOR                 | Senior Self Contained | LACOMBE    | 24           | 1         | 0        | 0            | 77               | FEMALE 22<br>MALE 4            | 6                           | 100%                 |
| PARKVIEW MANOR                | Senior Self Contained | LACOMBE    | 40           | 1         | 1        | 2            | 72               | FEMALE 23<br>MALE 16           | 4                           | 95%                  |
| SPRUCE TERRACE                | Senior Self Contained | LACOMBE    | 26           | 0         | 0        | 0            | 78               | FEMALE 20<br>MALE 6            | 6                           | 100%                 |
| LAMERTON PLACE                | Senior Self Contained | MIRROR     | 8            | 2         | 0        | 3            | 68               | FEMALE 0<br>MALE 4             | 5                           | 63%                  |
| <b>Totals</b>                 |                       |            | <b>432</b>   | <b>20</b> | <b>4</b> | <b>40</b>    | <b>56</b>        | <b>FEMALE 384<br/>MALE 236</b> | <b>6</b>                    | <b>UNSPECIFIED 8</b> |

## **RCMP COMMUNITY GROUP MEETING**

February 4, 2025

The meeting was held at 7:00 pm at the Bashaw RCMP Detachment, opening at 7:03 pm.

Including myself there were 4 present plus Sgt Cleveland. .

### **STAFFING**

The new Corporal arrived in October, A new experienced Constable started in January.

A 7 year RCMP member from Red Deer has been approved for transfer to Bashaw, exact start date to be determined.

One member is on light duties office only, and is expected to return to full duties. One member is being transferred in March 2025 to Nunavut and will be departing on time. Small isolate detachment transfer are not held up.

Bashaw is still slotted for a Cadet, arrival to be determined.

Surprising the residency change was approved and residential distance has been extended from 50 to 60 kms, this will aid in staffing and making Bashaw a more desirable posting. The extension will allow members in Camrose, Ponoka, Stettler, and Lacombe to request transfer and allow them to reside in there present location. .

Both the two steno positions are staffed.

### **CENTRAL ALBERTA DISTRICT**

The Central Alberta Staff are as follows

District Officer: Chief Superintendent Dale Kendall

Assist District Officer: Superintendent Leanne MacMillian

Ops Officer: Inspector Carson Creaser

DANCO: S/Sgt Malcolm Callihoo

### **ANNUAL PERFORMANCE PLANS**

The three APP's, crime reduction, community engagement and traffic safety have been met or exceeded and are ongoing. Each Bashaw member is expected to have 10 traffic contacts a month. This is not a ticket quota, contacts can be either tickets or warnings.

## COMMUNITY ENGAGEMENT

Community and school participation continues. Programs such as Stuff the Cruiser, a pumpkin carving contest, Christmas Poster Contest and charity hockey game are examples.

The Charity Hockey Game raised \$5000 for the Bashaw Community Resource Centre, and they received a large number of donations and sponsorships. The CO of K Division Deputy Commissioner Rob Hill attended for the puck drop.

Bashaw has a Coffee with a Cop program, I suggested that be extended to other communities in the Detachment area.

Sgt Cleveland advised if we wish a member to attend a function simple send him an email with if possible 30 days notice.

The RCMP Youth Camp for next summer was approved, . Will be open to youths in Garde 10-12, and will be a mini Depot. It will be a week long ( Monday to Friday ), it may be daytime only, Det is exploring perhaps overnight. Detachment is attempting with the different School Boards if participants can be credited with 3 school credits. New member Cst Rock Marlow has been tasked with this event.

## NEW ENDEAVOUR

Sgt Cleveland is floating an idea to RCMP District, for Bashaw to have a dedicated Community Resource Officer/ Crime Reduction Officer. This position would focus on community initiatives combined with crime reduction strategies. **This would only occur with full staffing.**

## NEXT MEETING

Next meeting to be determined.

Meeting concluded at 8:30 pm..

E.W. (ED ) Cole CD  
Village Councillor

**PCPS Board Meeting**  
December 20, 2024  
Councillor Janice Besuijen

Financial Update:

- Ken Woitt indicated that revenues were down 15% and expenditures were down 8% with the goal being to reduce that gap before year end.
- Ken reported that office space is one of the biggest expenditures and that he is looking at alternatives to reduce that expense
- Staffing and Projects- As a temporary cost- saving measure all staff have been reduced to a three day workweek. Ken noted that the recent mail out to municipalities encouraging them to move forward with their projects has been somewhat successful in prompting action.
- The Board will meet again on February 18, 2025, to review the financial status and determine next steps.

*Janice Besuijen*

JaniceBesuijen



## CAO REPORT FEBRUARY 2025

1. 2025 Election – I've been taking the Municipal Election webinars offered through Elections Alberta to prepare us for developing a permanent list of electors. We will be pushing out information about the online Voter Link where people can self register to vote well in advance of the election. The Alix Resource Ctr. has agreed to help anyone who may need help to access Voter Link and go through the registration/update process.

We have partnered with Lacombe County and surrounding communities for pre-election nominee training. This will be held June 25 & 26<sup>th</sup> from 6:30 – 8:30 at the County office. The focus will be on the key areas of Governance, Management, Service Delivery and Code of Conduct as well as things like work/life balance and time commitments of being on Council.

2. Staff Training – We have one staff member participating in Brownlee LLPS's Emerging Trends workshop and two staff members taking Conflict Resolution training in Stettler, provided by Municipal Affairs.
3. Municipal Audit – Audit is going well so far. There is a new accounting regulation - PSAB 3400 – that has come in effect in time for the 2024 audit. This regulation requires us to identify all revenue streams and apply a five-step process to determine if revenue can be recognized and appropriately measured. The five steps are as follows:
  - Step 1: Determine whether the Transaction is an Exchange or Non-Exchange Transaction
  - Step 2: Identify any Performance Obligations & Assign them to Distinct Goods/Services
  - Step 3: Determine the Transaction Price
  - Step 4: Allocate the Transaction Price to Each Performance Obligation
  - Step 5: Recognize Revenue when Conditions are Satisfied

# ▶▶▶ CANDIDATE ◀◀◀ ORIENTATION

## Thinking About Running for Municipal Office?

Lacombe County, in partnership with the City of Lacombe, the Towns of Blackfalds, Bentley, and Eckville, and the Villages of Alix and Clive, is hosting a **Candidate Orientation** anyone considering running in the upcoming municipal election.

If you're thinking about running for Village Council in Alix this fall, this workshop will provide valuable insights into the responsibilities of elected officials.

 June 25 & June 26

 6:30PM - 8:30PM

 Lacombe County  
Council Chambers

### This two-day interactive session will cover:

- ✓ How council decision-making works.
- ✓ The roles of governance, management, and service delivery.
- ✓ Where municipal funding comes from and how it's allocated.
- ✓ Time commitments and work-life balance as an elected official.
- ✓ The responsibilities of councillors in serving their communities.

*All potential candidates from municipalities within Lacombe County are welcome!*

**For more information or to register for this workshop:**

Contact Meghan Richer-Poth at 403-782-6601 / [mricher-poth@lacombecounty.com](mailto:mricher-poth@lacombecounty.com)



Explore the village and take part in the numerous activities planned, for all ages!

# Family Day in Alix

**11AM-4PM**

~ **Scavenger & Cruise**  
Village of Alix

~ **Pop-up Artisan Market**  
+ **Lunch, Hot Chocolate,**  
**Smores-** By Donation

~ **Painting**  
**with Better Gnomes**  
**& Gardens-** Free  
Choose your own  
concrete art and paint it!  
Bay 1, Railway House

**1PM-3PM**

~ **Community**  
**BINGO + Prizes**  
Bay 2, Railway House



**11AM-3PM**

**FREE Hot Dogs**  
**+ Skating + Bonfire**

Alix Lake- Beach & Skating Area

**Alix Drop-in Center**

**1PM-3PM**

~Drop-in for coffee, cards and games.

\*Looking for pool players.\*

## 'Heart of the Family' Scavenger & Cruise

Pick up instructions at the  
Alix & Area Community  
Resource Centre,  
on Family Day  
complete and return  
to enter to win-  
2 Family Gift Baskets

# MONDAY FEB 17

*connecting*  *clans*  
Quality time spent together.



Contact 403-396-3369 for more information.



# Alix Fire Truck Fabrication Project



Thanks to the hard work and expertise of our shop team, the Alix Fire Department now has a new fully customized fire truck body that meets their operational needs.

In April 2024, our team took on the challenge of fabricating a new fire truck body for the Alix Fire Department. What started as a fill-in project that staff in the shop chipped away at when time permitted evolved into a full-scale effort by November 2024, with two staff members dedicated full-time to completing the build.

This project wasn't just about assembling metal and wiring—it was about creating a reliable, purpose-built vehicle that will serve the community for years to come.

## Meet the Team Behind the Build

The success of this project was made possible by the dedication and craftsmanship of our talented team. Their combined efforts ensured that every aspect of the truck met the highest standards of durability and functionality:

- **Lawrence Vogel** – Body fabrication
- **Matt Salsbury** – Shelving, drawers, and trays
- **Jack Adcock** – Electrical work
- **Riley Kanngiesser** – Bodywork

## From Blueprint to the Fire Hall

The fabrication process followed a carefully planned timeline:

- **April - Summer 2024:** Initial work began, focusing on building the framework and reinforcing the body.
- **November 2024:** The project ramped up with dedicated full-time resources.
- **January 2025:** The truck was completed and prepared for service.

Each phase brought the truck closer to completion—from structural reinforcement and wiring to final painting and detailing.

The result? A fully functional fire truck equipped with custom storage, electrical systems, and safety features tailored to the Alix Fire Department's needs.

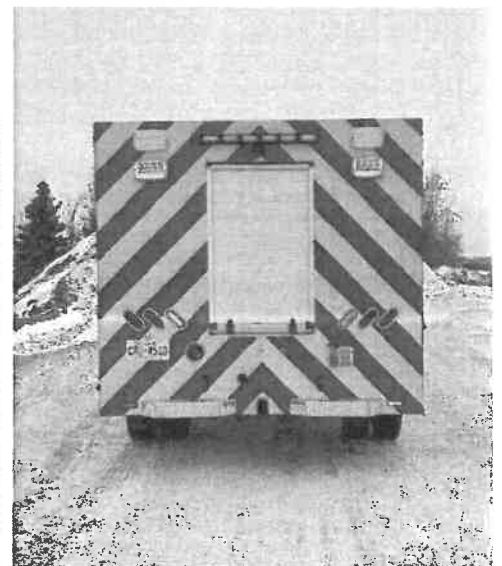
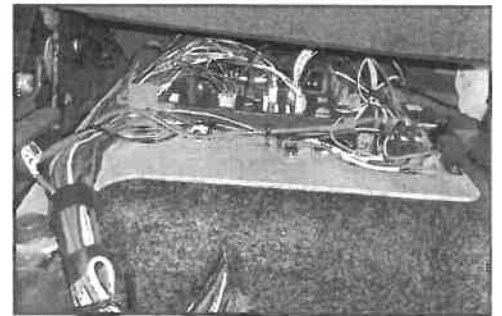
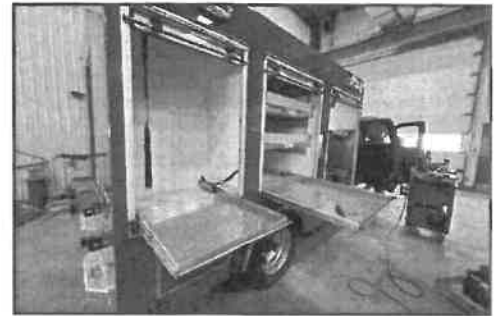
## Smart Savings for Lacombe County

In addition to being a showcase of our team's skills, the project delivered significant cost savings. A base-level truck from a commercial supplier was estimated at \$325,000—without custom features like specialized drawers and a turntable. By fabricating the truck in-house, Lacombe County's total cost to date is \$252,000, a savings of over \$70,000 while delivering a more customized and functional vehicle.

## A Job Well Done

This project is a testament to the teamwork, problem-solving, and expertise of our shop staff. Their hard work ensures that local firefighters have the tools they need to protect lives and property in our community.

A big thank you to everyone involved in making this project a success! The Alix Fire Department is set to start using the truck at the end of January, and we're proud to have played a role in supporting their important work.





## Bashaw Provincial Detachment Crime Statistics (Actual) January to December: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

January 6, 2025

| CATEGORY                               | Trend | 2020       | 2021       | 2022       | 2023       | 2024       | % Change<br>2020 - 2024 | % Change<br>2023 - 2024 | Avg File +/-<br>per Year |
|--|-------|------------|------------|------------|------------|------------|-------------------------|-------------------------|--------------------------|
| Drug Enforcement - Production          |       | 0          | 0          | 0          | 0          | 0          | N/A                     | N/A                     | 0.0                      |
| Drug Enforcement - Possession          |       | 10         | 1          | 7          | 0          | 0          | -100%                   | N/A                     | -2.1                     |
| Drug Enforcement - Trafficking         |       | 3          | 2          | 1          | 0          | 1          | -67%                    | N/A                     | -0.6                     |
| Drug Enforcement - Other               |       | 1          | 0          | 0          | 0          | 0          | -100%                   | N/A                     | -0.2                     |
| <b>Total Drugs</b>                     |       | <b>14</b>  | <b>3</b>   | <b>8</b>   | <b>0</b>   | <b>1</b>   | <b>-93%</b>             | <b>N/A</b>              | <b>-2.9</b>              |
| Cannabis Enforcement                   |       | 1          | 0          | 1          | 0          | 0          | -100%                   | N/A                     | -0.2                     |
| Federal - General                      |       | 6          | 4          | 4          | 8          | 10         | 67%                     | 25%                     | 1.2                      |
| <b>TOTAL FEDERAL</b>                   |       | <b>21</b>  | <b>7</b>   | <b>13</b>  | <b>8</b>   | <b>11</b>  | <b>-48%</b>             | <b>38%</b>              | <b>-1.9</b>              |
| Liquor Act                             |       | 3          | 6          | 5          | 4          | 2          | -33%                    | -50%                    | -0.4                     |
| Cannabis Act                           |       | 1          | 0          | 0          | 3          | 2          | 100%                    | -33%                    | 0.5                      |
| Mental Health Act                      |       | 73         | 79         | 52         | 59         | 64         | -12%                    | 8%                      | -3.8                     |
| Other Provincial Stats                 |       | 156        | 141        | 75         | 83         | 73         | -53%                    | -12%                    | -22.4                    |
| <b>Total Provincial Stats</b>          |       | <b>233</b> | <b>226</b> | <b>132</b> | <b>149</b> | <b>141</b> | <b>-39%</b>             | <b>-5%</b>              | <b>-26.1</b>             |
| Municipal By-laws Traffic              |       | 3          | 1          | 1          | 1          | 0          | -100%                   | -100%                   | -0.6                     |
| Municipal By-laws                      |       | 12         | 20         | 15         | 24         | 35         | 192%                    | 46%                     | 5.0                      |
| <b>Total Municipal</b>                 |       | <b>15</b>  | <b>21</b>  | <b>16</b>  | <b>25</b>  | <b>35</b>  | <b>133%</b>             | <b>40%</b>              | <b>4.4</b>               |
| Fatals                                 |       | 1          | 4          | 4          | 2          | 1          | 0%                      | -50%                    | -0.2                     |
| Injury MVC                             |       | 12         | 19         | 8          | 15         | 10         | -17%                    | -33%                    | -0.8                     |
| Property Damage MVC (Reportable)       |       | 131        | 193        | 218        | 221        | 150        | 15%                     | -32%                    | 6.6                      |
| Property Damage MVC (Non Reportable)   |       | 18         | 15         | 27         | 18         | 26         | 44%                     | 44%                     | 1.9                      |
| <b>TOTAL MVC</b>                       |       | <b>162</b> | <b>231</b> | <b>257</b> | <b>256</b> | <b>187</b> | <b>15%</b>              | <b>-27%</b>             | <b>7.5</b>               |
| Roadside Suspension - Alcohol (Prov)   |       | 2          | 13         | 17         | 11         | 17         | 750%                    | 55%                     | 2.8                      |
| Roadside Suspension - Drugs (Prov)     |       | 0          | 0          | 0          | 1          | 0          | N/A                     | -100%                   | 0.1                      |
| <b>Total Provincial Traffic</b>        |       | <b>942</b> | <b>779</b> | <b>660</b> | <b>827</b> | <b>611</b> | <b>-35%</b>             | <b>-26%</b>             | <b>-61.4</b>             |
| Other Traffic                          |       | 4          | 3          | 2          | 2          | 2          | -50%                    | 0%                      | -0.5                     |
| <b>Criminal Code Traffic</b>           |       | <b>21</b>  | <b>18</b>  | <b>10</b>  | <b>16</b>  | <b>29</b>  | <b>38%</b>              | <b>81%</b>              | <b>1.4</b>               |
| <b>Common Police Activities</b>        |       |            |            |            |            |            |                         |                         |                          |
| False Alarms                           |       | 20         | 20         | 13         | 17         | 20         | 0%                      | 18%                     | -0.3                     |
| False/Abandoned 911 Call and 911 Act   |       | 32         | 13         | 5          | 2          | 2          | -94%                    | 0%                      | -7.1                     |
| Suspicious Person/Vehicle/Property     |       | 174        | 193        | 146        | 99         | 118        | -32%                    | 19%                     | -20.6                    |
| Persons Reported Missing               |       | 8          | 4          | 8          | 6          | 9          | 13%                     | 50%                     | 0.4                      |
| Search Warrants                        |       | 1          | 0          | 0          | 0          | 0          | -100%                   | N/A                     | -0.2                     |
| Spousal Abuse - Survey Code (Reported) |       | 30         | 39         | 55         | 36         | 36         | 20%                     | 0%                      | 0.9                      |
| Form 10 (MHA) (Reported)               |       | 2          | 3          | 6          | 7          | 13         | 550%                    | 86%                     | 2.6                      |



## Bashaw Provincial Detachment Crime Statistics (Actual) January to December: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

January 6, 2025

| CATEGORY                         | Trend | 2020       | 2021       | 2022       | 2023       | 2024       | % Change<br>2020 - 2024 | % Change<br>2023 - 2024 | Avg File +/-<br>per Year |
|----------------------------------|-------|------------|------------|------------|------------|------------|-------------------------|-------------------------|--------------------------|
| Offences Related to Death        |       | 0          | 1          | 0          | 0          | 0          | N/A                     | N/A                     | -0.1                     |
| Robbery                          |       | 0          | 1          | 0          | 0          | 1          | N/A                     | N/A                     | 0.1                      |
| Sexual Assaults                  |       | 6          | 5          | 5          | 4          | 3          | -50%                    | -25%                    | -0.7                     |
| Other Sexual Offences            |       | 6          | 3          | 2          | 4          | 2          | -67%                    | -50%                    | -0.7                     |
| Assault                          |       | 22         | 48         | 28         | 30         | 29         | 32%                     | -3%                     | -0.4                     |
| Kidnapping/Hostage/Abduction     |       | 0          | 0          | 0          | 0          | 1          | N/A                     | N/A                     | 0.2                      |
| Extortion                        |       | 0          | 1          | 0          | 1          | 1          | N/A                     | 0%                      | 0.2                      |
| Criminal Harassment              |       | 17         | 12         | 15         | 11         | 19         | 12%                     | 73%                     | 0.3                      |
| Uttering Threats                 |       | 10         | 24         | 16         | 16         | 19         | 90%                     | 19%                     | 1.0                      |
| <b>TOTAL PERSONS</b>             |       | <b>61</b>  | <b>95</b>  | <b>66</b>  | <b>66</b>  | <b>75</b>  | <b>23%</b>              | <b>14%</b>              | <b>-0.1</b>              |
| Break & Enter                    |       | 57         | 67         | 40         | 43         | 43         | -25%                    | 0%                      | -5.2                     |
| Theft of Motor Vehicle           |       | 37         | 61         | 25         | 22         | 24         | -35%                    | 9%                      | -6.5                     |
| Theft Over \$5,000               |       | 12         | 12         | 11         | 18         | 11         | -8%                     | -39%                    | 0.4                      |
| Theft Under \$5,000              |       | 70         | 97         | 68         | 53         | 56         | -20%                    | 6%                      | -7.2                     |
| Possn Stn Goods                  |       | 32         | 52         | 15         | 13         | 16         | -50%                    | 23%                     | -7.1                     |
| Fraud                            |       | 22         | 24         | 36         | 29         | 36         | 64%                     | 24%                     | 3.3                      |
| Arson                            |       | 5          | 2          | 1          | 4          | 3          | -40%                    | -25%                    | -0.2                     |
| Mischief - Damage To Property    |       | 30         | 85         | 45         | 61         | 37         | 23%                     | -39%                    | -1.0                     |
| Mischief - Other                 |       | 16         | 14         | 21         | 10         | 22         | 38%                     | 120%                    | 0.8                      |
| <b>TOTAL PROPERTY</b>            |       | <b>281</b> | <b>414</b> | <b>262</b> | <b>253</b> | <b>248</b> | <b>-12%</b>             | <b>-2%</b>              | <b>-22.7</b>             |
| Offensive Weapons                |       | 7          | 8          | 11         | 5          | 4          | -43%                    | -20%                    | -0.9                     |
| Disturbing the peace             |       | 8          | 7          | 4          | 7          | 16         | 100%                    | 129%                    | 1.6                      |
| Fail to Comply & Breaches        |       | 10         | 7          | 26         | 14         | 13         | 30%                     | -7%                     | 1.3                      |
| <b>OTHER CRIMINAL CODE</b>       |       | <b>17</b>  | <b>25</b>  | <b>12</b>  | <b>17</b>  | <b>16</b>  | <b>-6%</b>              | <b>-6%</b>              | <b>-1.0</b>              |
| <b>TOTAL OTHER CRIMINAL CODE</b> |       | <b>42</b>  | <b>47</b>  | <b>53</b>  | <b>43</b>  | <b>49</b>  | <b>17%</b>              | <b>14%</b>              | <b>1.0</b>               |
| <b>TOTAL CRIMINAL CODE</b>       |       | <b>384</b> | <b>556</b> | <b>381</b> | <b>362</b> | <b>372</b> | <b>-3%</b>              | <b>3%</b>               | <b>-21.8</b>             |



## Bashaw Provincial Detachment Crime Statistics (Actual) October - December: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

January 6, 2025

| CATEGORY                               | Trend | 2020 | 2021 | 2022 | 2023 | 2024 | % Change<br>2020 - 2024 | % Change<br>2023 - 2024 | Avg File +/-<br>per Year |
|--|-------|------|------|------|------|------|-------------------------|-------------------------|--------------------------|
| Drug Enforcement - Production          |       | 0    | 0    | 0    | 0    | 0    | N/A                     | N/A                     | 0.0                      |
| Drug Enforcement - Possession          |       | 0    | 0    | 1    | 0    | 0    | N/A                     | N/A                     | 0.0                      |
| Drug Enforcement - Trafficking         |       | 0    | 0    | 1    | 0    | 0    | N/A                     | N/A                     | 0.0                      |
| Drug Enforcement - Other               |       | 0    | 0    | 0    | 0    | 0    | N/A                     | N/A                     | 0.0                      |
| <b>Total Drugs</b>                     |       | 0    | 0    | 2    | 0    | 0    | N/A                     | N/A                     | 0.0                      |
| Cannabis Enforcement                   |       | 0    | 0    | 0    | 0    | 0    | N/A                     | N/A                     | 0.0                      |
| Federal - General                      |       | 2    | 0    | 0    | 4    | 3    | 50%                     | -25%                    | 0.6                      |
| <b>TOTAL FEDERAL</b>                   |       | 2    | 0    | 2    | 4    | 3    | 50%                     | -25%                    | 0.6                      |
| Liquor Act                             |       | 1    | 3    | 3    | 1    | 0    | -100%                   | -100%                   | -0.4                     |
| Cannabis Act                           |       | 0    | 0    | 0    | 1    | 0    | N/A                     | -100%                   | 0.1                      |
| Mental Health Act                      |       | 14   | 16   | 13   | 13   | 12   | -14%                    | -8%                     | -0.7                     |
| Other Provincial Stats                 |       | 30   | 22   | 16   | 21   | 13   | -57%                    | -38%                    | -3.5                     |
| <b>Total Provincial Stats</b>          |       | 45   | 41   | 32   | 36   | 25   | -44%                    | -31%                    | -4.5                     |
| Municipal By-laws Traffic              |       | 1    | 0    | 1    | 0    | 0    | -100%                   | N/A                     | -0.2                     |
| Municipal By-laws                      |       | 2    | 0    | 3    | 7    | 8    | 300%                    | 14%                     | 1.9                      |
| <b>Total Municipal</b>                 |       | 3    | 0    | 4    | 7    | 8    | 167%                    | 14%                     | 1.7                      |
| Fatals                                 |       | 0    | 1    | 1    | 0    | 0    | N/A                     | N/A                     | -0.1                     |
| Injury MVC                             |       | 2    | 10   | 0    | 2    | 4    | 100%                    | 100%                    | -0.4                     |
| Property Damage MVC (Reportable)       |       | 50   | 78   | 75   | 80   | 49   | -2%                     | -39%                    | 0.0                      |
| Property Damage MVC (Non Reportable)   |       | 3    | 7    | 11   | 4    | 10   | 233%                    | 150%                    | 1.1                      |
| <b>TOTAL MVC</b>                       |       | 55   | 96   | 87   | 86   | 63   | 15%                     | -27%                    | 0.6                      |
| Roadside Suspension - Alcohol (Prov)   |       | 2    | 3    | 4    | 1    | 4    | 100%                    | 300%                    | 0.2                      |
| Roadside Suspension - Drugs (Prov)     |       | 0    | 0    | 0    | 0    | 0    | N/A                     | N/A                     | 0.0                      |
| <b>Total Provincial Traffic</b>        |       | 213  | 143  | 163  | 115  | 177  | -17%                    | 54%                     | -10.0                    |
| Other Traffic                          |       | 0    | 0    | 2    | 0    | 0    | N/A                     | N/A                     | 0.0                      |
| <b>Criminal Code Traffic</b>           |       | 6    | 3    | 3    | 4    | 7    | 17%                     | 75%                     | 0.3                      |
| <b>Common Police Activities</b>        |       |      |      |      |      |      |                         |                         |                          |
| False Alarms                           |       | 8    | 10   | 4    | 3    | 11   | 38%                     | 267%                    | -0.1                     |
| False/Abandoned 911 Call and 911 Act   |       | 3    | 3    | 0    | 1    | 1    | -67%                    | 0%                      | -0.6                     |
| Suspicious Person/Vehicle/Property     |       | 26   | 33   | 25   | 24   | 20   | -23%                    | -17%                    | -2.1                     |
| Persons Reported Missing               |       | 1    | 2    | 1    | 2    | 3    | 200%                    | 50%                     | 0.4                      |
| Search Warrants                        |       | 0    | 0    | 0    | 0    | 0    | N/A                     | N/A                     | 0.0                      |
| Spousal Abuse - Survey Code (Reported) |       | 5    | 14   | 16   | 8    | 6    | 20%                     | -25%                    | -0.4                     |
| Form 10 (MHA) (Reported)               |       | 0    | 2    | 3    | 1    | 3    | N/A                     | 200%                    | 0.5                      |



## Bashaw Provincial Detachment Crime Statistics (Actual) October - December: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

January 6, 2025

| CATEGORY                         | Trend | 2020      | 2021       | 2022      | 2023       | 2024      | % Change<br>2020 - 2024 | % Change<br>2023 - 2024 | Avg File +/-<br>per Year |
|----------------------------------|-------|-----------|------------|-----------|------------|-----------|-------------------------|-------------------------|--------------------------|
| Offences Related to Death        |       | 0         | 1          | 0         | 0          | 0         | N/A                     | N/A                     | -0.1                     |
| Robbery                          |       | 0         | 1          | 0         | 0          | 0         | N/A                     | N/A                     | -0.1                     |
| Sexual Assaults                  |       | 1         | 3          | 1         | 0          | 0         | -100%                   | N/A                     | -0.5                     |
| Other Sexual Offences            |       | 2         | 0          | 0         | 0          | 1         | -50%                    | N/A                     | -0.2                     |
| Assault                          |       | 2         | 17         | 6         | 8          | 7         | 250%                    | -13%                    | 0.1                      |
| Kidnapping/Hostage/Abduction     |       | 0         | 0          | 0         | 0          | 0         | N/A                     | N/A                     | 0.0                      |
| Extortion                        |       | 0         | 0          | 0         | 1          | 0         | N/A                     | -100%                   | 0.1                      |
| Criminal Harassment              |       | 7         | 0          | 3         | 5          | 3         | -57%                    | -40%                    | -0.3                     |
| Uttering Threats                 |       | 2         | 5          | 4         | 4          | 5         | 150%                    | 25%                     | 0.5                      |
| <b>TOTAL PERSONS</b>             |       | <b>14</b> | <b>27</b>  | <b>14</b> | <b>18</b>  | <b>16</b> | <b>14%</b>              | <b>-11%</b>             | <b>-0.5</b>              |
| Break & Enter                    |       | 5         | 19         | 3         | 11         | 9         | 80%                     | -18%                    | 0.0                      |
| Theft of Motor Vehicle           |       | 8         | 6          | 5         | 4          | 7         | -13%                    | 75%                     | -0.4                     |
| Theft Over \$5,000               |       | 3         | 4          | 0         | 5          | 1         | -67%                    | -80%                    | -0.3                     |
| Theft Under \$5,000              |       | 7         | 23         | 14        | 19         | 12        | 71%                     | -37%                    | 0.6                      |
| Possn Stn Goods                  |       | 3         | 8          | 5         | 9          | 1         | -67%                    | -89%                    | -0.3                     |
| Fraud                            |       | 6         | 10         | 8         | 3          | 13        | 117%                    | 333%                    | 0.7                      |
| Arson                            |       | 0         | 0          | 0         | 2          | 1         | N/A                     | -50%                    | 0.4                      |
| Mischief - Damage To Property    |       | 9         | 20         | 14        | 19         | 7         | -22%                    | -63%                    | -0.5                     |
| Mischief - Other                 |       | 3         | 5          | 7         | 3          | 3         | 0%                      | 0%                      | -0.2                     |
| <b>TOTAL PROPERTY</b>            |       | <b>44</b> | <b>95</b>  | <b>56</b> | <b>75</b>  | <b>54</b> | <b>23%</b>              | <b>-28%</b>             | <b>0.0</b>               |
| Offensive Weapons                |       | 2         | 1          | 0         | 1          | 2         | 0%                      | 100%                    | 0.0                      |
| Disturbing the peace             |       | 1         | 1          | 1         | 0          | 4         | 300%                    | N/A                     | 0.5                      |
| Fail to Comply & Breaches        |       | 2         | 0          | 9         | 6          | 3         | 50%                     | -50%                    | 0.8                      |
| <b>OTHER CRIMINAL CODE</b>       |       | <b>2</b>  | <b>3</b>   | <b>3</b>  | <b>5</b>   | <b>4</b>  | <b>100%</b>             | <b>-20%</b>             | <b>0.6</b>               |
| <b>TOTAL OTHER CRIMINAL CODE</b> |       | <b>7</b>  | <b>5</b>   | <b>13</b> | <b>12</b>  | <b>13</b> | <b>86%</b>              | <b>8%</b>               | <b>1.9</b>               |
| <b>TOTAL CRIMINAL CODE</b>       |       | <b>65</b> | <b>127</b> | <b>83</b> | <b>105</b> | <b>83</b> | <b>28%</b>              | <b>-21%</b>             | <b>1.4</b>               |





## Provincial Service Composition

| Staffing Category  | Established Positions | Working | Soft Vacancies | Hard Vacancies |
|--------------------|-----------------------|---------|----------------|----------------|
| Regular Members    | 6                     | 4       | 0              | 2              |
| Detachment Support | 2                     | 2       | 0              | 0              |

### Notes:

1. Data extracted on December 31, 2024 and is subject to change.
2. Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

### Comments:

Police Officers: For **Q3**, of the six established positions, four officers are currently working with none on special leave. There are two hard vacancies at this time.

Police Officers: **Currently**, of the six established positions, five officers are currently working with one on special leave / administrative. There will be one hard vacancy starting in March 2025. The detachment is operating with a Sergeant, Corporal, and three Constables.

Detachment Support: For **Q3**, of the two established positions, two resources are currently working with none on special leave. There is one resource that is Surplus to Establishment. There is no hard vacancy at this time.





## Consultation #7

|  |                           |
|--|---------------------------|
| <b>Date</b>  | <b>Meeting Type</b>       |
| November 19, 2024  | Meeting with Stakeholders |
| <b>Topics Discussed</b>  |                           |
| Education Session, Drugs, and Information Sharing  |                           |
| <b>Notes/Comments:</b>   |                           |
| RCMP Members attended the public hearing on the Gadsby Lake Rehab Centre and the proposed Land Use Bylaw change. |                           |

## Consultation #8

|   |                      |
|---|----------------------|
| <b>Date</b>   | <b>Meeting Type</b>  |
| December 2, 2024  | Community Connection |
| <b>Topics Discussed</b>                                       |                      |
| Education Session and Youth                                   |                      |
| <b>Notes/Comments:</b>  |                      |
| RCMP Detachment had its second annual Christmas Card Contest. |                      |





## Consultation #4

|   |                      |
|---|----------------------|
| <b>Date</b>   | <b>Meeting Type</b>  |
| October 31, 2024  | Community Connection |
| <b>Topics Discussed</b>   |                      |
| Youth and Information Sharing                                   |                      |
| <b>Notes/Comments:</b>  |                      |
| RCMP Detachment held its second annual pumpkin carving contest. |                      |

## Consultation #5

|  |                      |
|--|----------------------|
| <b>Date</b>  | <b>Meeting Type</b>  |
| October 8 and 11, 2024   | Community Connection |
| <b>Topics Discussed</b>  |                      |
| Crime Reduction Initiatives  |                      |
| <b>Notes/Comments:</b>   |                      |
| RCMP Members participated in the Remembrance Day Celebration at the Bashaw School. |                      |

## Consultation #6

|  |                           |
|--|---------------------------|
| <b>Date</b>  | <b>Meeting Type</b>       |
| November 16, 2024  | Meeting with Stakeholders |
| <b>Topics Discussed</b>  |                           |
| Education Session, Mental Health and Information Sharing                   |                           |
| <b>Notes/Comments:</b>   |                           |
| RCMP Members attended the Donalda Brunch of Services (Circle of Services). |                           |





## Community Consultations

### Consultation #1

|   |                      |
|---|----------------------|
| <b>Date</b>   | <b>Meeting Type</b>  |
| October 11, 2024  | Community Connection |
| <b>Topics Discussed</b>   |                      |
| Education Session, Youth and Information Sharing                                  |                      |
| <b>Notes/Comments:</b>  |                      |
| RCMP Members attended a Restorative Justice Education session at the Alix School. |                      |

### Consultation #2

|   |                           |
|---|---------------------------|
| <b>Date</b>   | <b>Meeting Type</b>       |
| October 15, 2024  | Meeting with Stakeholders |
| <b>Topics Discussed</b>   |                           |
| Annual Planning, Information Sharing, and Mental Health                 |                           |
| <b>Notes/Comments:</b>  |                           |
| RCMP Wellness Team discussed health projects with Bashaw Health Centre. |                           |

### Consultation #3

|  |                           |
|--|---------------------------|
| <b>Date</b>  | <b>Meeting Type</b>       |
| October 22, 2024   | Meeting with Stakeholders |
| <b>Topics Discussed</b>  |                           |
| Education Session, Youth and Information Sharing   |                           |
| <b>Notes/Comments:</b>   |                           |
| RCMP Wellness Team had follow up with the Bashaw Health Centre regarding the establishment of health care services and the creation of additional social programs. |                           |





## Alberta RCMP - Provincial Policing Report

### Detachment Information

**Detachment Name**

Bashaw

**Detachment Commander**

Sergeant Trent A. CLEVELAND

**Report Date**

February 12, 2025

**Fiscal Year**

2024-25

**Quarter**

Q3 (October - December)

### Community Priorities

**Priority #1: Property Crime - Theft****Updates and Comments:**

Third quarter the Bashaw Detachment target is on pace for the annual target to reduce property crime.

**Priority #2: Police / Community Relations - Crime prevention****Updates and Comments:**

Bashaw RCMP has exceeded its target for community involvement and will continue to make maximum effort to see that continue through the fourth quarter. This quarter Bashaw RCMP held its second annual pumpkin carving contest and its second annual Christmas card contest.

**Priority #3: Traffic - Safety (motor vehicles, roads)****Updates and Comments:**

Bashaw RCMP continues to focus on road safety with several traffic operations throughout the quarter and throughout the holiday season. Bashaw RCMP has already surpassed the target expectation of 360 traffic interactions to educate, enforce and enhance road safety.







February 12, 2025

Michelle White  
CAO  
Alix, AB

Dear Michelle White,

Please find attached the quarterly Community Policing Report covering the period from October 1<sup>st</sup> to December 31<sup>st</sup>, 2024. This report serves to provide a quarterly snapshot of human resources, financial data, and crime statistics for the Bashaw Detachment.

In the coming weeks and months, we will be engaging with the community and holding town hall meetings as we have done in the past. This will provide us with an opportunity to interact with the community we serve and hear from them directly about what policing issues or priorities they would like our detachment to focus on. I look forward to attending these meetings to connect with our community and will be providing more details as we organize the town hall meetings.

I also want to inform you of the Real Times Operations Centre (RTOC) that is supporting RCMP detachments across Alberta. In October 2022, RTOC was established to optimize our response to incidents around the province. RTOC involves senior police officers monitoring policing operations in real-time, assessing incident risk, coordinating specialized and expert resources, and managing the response. They provide members on the ground with guidance, direction, and support. It is also used to coordinate the deployment of all RCMP resources – federal, provincial, and municipal, both within Alberta and, if required, nationally. The RTOC facility uses cutting-edge technology to provide real time support during emergency situations to RCMP officers across Alberta and is another measure used to enhance public and police officer safety.

I always remain available to discuss your community-identified priorities and any other ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Best regards,

Cleveland, Trent  
Adam, 0001713  
67

Digitally signed by  
Cleveland, Trent  
Adam, 000171367  
Date: 2025.02.12 13:49:59  
-07'00'

Sergeant Trent A. Cleveland  
Detachment Commander  
Bashaw RCMP Detachment

