

Village of Alix

"A Way of Life"

Mission

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

Vision

"Vibrant Village by the lake"

Core Values

Community

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

Fiscal Responsibility

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

Innovation

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

Respect

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

Safety

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

Teamwork

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

Minutes of the Regular Meeting of the Village of Alix Council, held on Wednesday, July 2, 2025, at 6:00 P.M. in the Village of Alix Council Chambers.

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

Also Present: Michelle White, Chief Administrative Officer

Regrets: Councillor Janice Besuijen.

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 #136/25: Moved by Councillor Gilliat that the Village of Alix Council approve the agenda as presented.

CARRIED

Minutes: a) Regular Meeting – June 18, 2025

Resolution #137/25: Moved by Councillor Cole that the minutes of the Regular Meeting of the Village of Alix Council held on Wednesday, June 18, 2025, be accepted as presented.

CARRIED

Delegation: None

Bylaws: None

Unfinished Business: None

New Business: a) Municipal Historic Resources – Request for Decision 25-31

Resolution #138/25: Moved by Councillor Gilliat that the Village of Alix Council hereby directs administration to take steps toward designation of St. Rita's Catholic Church as a Municipal Historic Resource.

CARRIED

Resolution #139/25: Moved by Councillor Cole that the Village of Alix Council hereby request the Alix Wagon Wheel Museum to make a list of all historically significant buildings in the Village of Alix.

CARRIED

b) Policy No. 1 Amendment – Remuneration, Expense Claims and Accounts Payables Submission Deadlines – Request for Decision 25-35

Resolution #140/25: Moved by Councillor Fehr that the Village of Alix Council hereby directs administration to amend Policy No. 1, Remuneration, Expense Claims and Accounts Payables Submission Deadlines with the provided draft.

CARRIED

Financial Reports: None

Committee Reports: a) Ardley Reservoir Scoping and Feasibility Study – Mayor T. Besuijen

b) Royal Canadian Mounted Police Community Group Meeting – Councillor Cole

c) Lacombe Regional Emergency Management Meeting – Councillor Cole

Resolution #141/25: Moved by Councillor Gilliat that the Village of Alix Council accept the Committee Reports as presented.

CARRIED

- Administrative Reports: a) Assistant Chief Administrative Officer's Report – Municipal Affairs Level of Fire Service – Engagement Opportunity
b) Director of Emergency Management – Janene Anderson – Occupational Health and Safety Report

Resolution #142/25: Moved by Councillor Gilliat that the Village of Alix Council accept the Administrative Reports as presented.
CARRIED

Correspondence and Information:

- a) Fortis Alberta – Next Generation Advanced Metering Infrastructure (AMI) Program
b) Lacombe County Media Release – New Fire Chiefs for Clive and Alix Fire Departments
c) Alix and Area Community Resource Centre – Quarterly Newsletter

Resolution #143/25: Moved by Councillor Fehr that Correspondence Items (a) through (c) be accepted as information.
CARRIED

Closed Meeting: None

Adjournment:

Resolution #144/25: Moved by Councillor Fehr that this Regular Meeting of the Village of Alix Council be adjourned at 6:55 P.M.
CARRIED

Mayor

Chief Administrative Officer

ADMINISTRATION REPORT



Date: July 23, 2025 RFD 25-36
Memo To: Village Council
From: Michelle White
Subject: Municipal Historic Resources

1. **PURPOSE** – To update Council on progress with designating St. Rita’s Catholic Church as a Municipal Historic Resource.
2. **BACKGROUND** – We were contacted by the current owner of St. Rita’s Catholic Church with a request to have the building designated as a Municipal Historic Resource. 4923 49 Street is located in an R1 Residential district and is being used as a residence. The first 2 steps in the Historic Designation process have been completed – Council deemed the location worth of protection and directed administration to continue the process.
3. **NEXT STEPS** –
 1. Reach compensation agreement with property owner
 2. Issue property owner with Notice of Intention to designate as a Municipal Historic Resource
 3. Advertise Notice of Intention
 4. Sixty day waiting period
 5. Bylaw for designation goes to Council for consideration
 6. If passed, Bylaw is registered on title of the property and served on the property’s registered owner
 7. Site is nominated for listing on the Alberta Register of Historic Places
4. **DISCUSSION** – Once the Notice of Intent is served on the property owner, the location is considered ‘temporarily designated’ for a period of 120 days. This means that no work can be done to undermine the historic integrity of the site during that time.
5. **FINANCIAL IMPLICATIONS** – Staff time.
6. **LEGAL** – Historical Resources Act s. 26(2) “A council of a municipality, after giving the owner 60 days’ notice, may by bylaw designate any historic resource within the municipality whose preservation it considers to be in the public interest, together with any land in or on which it is located that may be specified in the bylaw, as a Municipal Historic Resource.”

s. 26(8) “On the service of a notice of intention under subsection (2), subsection (6) applies to the historic resource and land as if a bylaw under subsection (2) had been passed until the council passes the bylaw or revokes the notice of intention or until the expiry of 120 days from the receipt of the notice.”

s. 26(9) “Notwithstanding subsection (8), a person who has been served with a notice of intention under subsection (2) may apply to the Court of King’s Bench for an order shortening the period of 120 days mentioned in subsection (8).”

I'm currently working with the Historical Resources Management Branch of the province to review the bylaw and statement of significance before bringing them forward to Council.

7. **POLITICAL/PUBLIC IMPLICATIONS** – I have reached out to the Alix Wagon Wheel Museum about creating a list of existing historically significant buildings in Alix but I haven't heard back from them yet.
8. **OTHER COMMENTS** – Attached are the Waiver of Compensation form and the Notice of Intent to Designate for your review.
9. **RECOMMENDATIONS** – That this report be accepted as information.

“that the Village of Alix Council hereby accepts Request for Decision 25-36, regarding Municipal Historic Resource designation of St. Rita's Catholic Church as information.”



Author



Village of Alix
Box 87, Alix, AB T0C 0B0
Phone: 403-747-2495
Fax: 403-747-3663

WAIVER OF COMPENSATION FORM

I _____, being the registered owner of the
_____, together with the land legally
described as Plan _____, Block _____, Lot _____, do hereby agree to waive
any claim to compensation, pursuant to Section 28(1) of the Historical Resources Act, RSA
2000, c H-9, from the Village of Alix, for any decrease in economic value resulting from a
bylaw, pursuant to Section 26(1) of the Historical Resources Act, RSA 2000, c H-9,
designating the _____ and land as a Municipal Historic
Resource. I further agree that upon any transfer of or agreement related to the
_____ and land that those parties related to such an
agreement will also be subject to this waiver of compensation.

Agreed to this _____ day of _____, 20____, at the Village of Alix,
in the Province of Alberta.

Signature of Registered Owner

Witness

Village of Alix (Seal)

* This information is collected under the authority of the Municipal Government Act and the Protection of Privacy Act; Chapter P-28.5. If you have any questions with respect to the collection or release of this information, please contact the Village of Alix Privacy Officer at (403) 747-2495.



Village of Alix
Box 87, Alix, AB T0C 0B0
Phone: 403-747-2495
Fax: 403-747-3663

August 7, 2025

Notice of Intent to Designate

Take notice that Council of the Village of Alix intends to designate the following property under section 26 of the Historical Resources Act, RSA 2000, c. H-9:

**St. Rita's Catholic Church, 4927 49 Street Alix, AB
Lot 24; Block 4; Plan RN30 (XXX)**

Description of Property

The subject property is located at 4927 49 Street, Alix. The parcel of land is approximately 555.62 m² and located in a Low Density Residential (R1) District. The Primary Use structure on the property is no longer used for faith-based services and is in the process of being converted to a residential dwelling.

Statement of Cultural Heritage Value

The property municipally known as 4927 49 Street, locally known as St. Rita's Catholic Church, holds historic and cultural heritage value and interest to the Village of Alix.

St. Rita's Catholic Church, formerly Our Lady of Perpetual Help, constructed in 1924 in the Village of Alix on 49th Street and 49th Avenue. The landmark building is a typical style chapel for that period, with the high peaked roof, large front entrance to the congregational hall and rear entrance to the lower level for after service meeting. It has the steeple atop of the entrance door with a mounted cross. Seven cathedral windows still exist, and wooden clad siding remain on the spruce fir structure.

Heritage Attributes

The following are the attributes of St. Rita's that have been identified to be preserved:

Exterior

- Wooden clad siding
- Wooden trim on siding edges and eaves
- Cathedral style windows
- Steeple tower with mounted cross
- Rear basement entrance with retaining concrete walls and steps

Interior

- Spruce fir planked floors
- Spruce fir planked walls
- Spruce fir trusses and floor joists
- Modified double entrance doors

Additional information is available through Alix Village Office. Please contact Michelle White, CAO by email at cao@villageofalix.ca or by phone, Tuesday through Friday at 403-747-2495.

Objection to this Notice of Intent together with a statement of the reasons for the objection and all relevant facts may be sent to:

Village of Alix
P.O. Box 87
Alix, AB T0C 0B0

or delivered in person to 4849 50 Street Alix (Village Office). Notice of Objection must be received within 30 days of this publication.

Dated at the Village of Alix, this 7th day of August, 2025.

Thank you,

Michelle White, CAO
Village of Alix

ADMINISTRATION REPORT



Date: July 24, 2025 RFD 25-37
Memo To: Village Council
From: Michelle White
Subject: Resident Invoice

1. **PURPOSE** – To provide Council with information pertaining to attached invoice #2025-047.
2. **BACKGROUND** – Admin staff conduct regular inspections of Alix for non-compliance with municipal bylaws.
 - On June 5, 2025 an inspection was conducted and 4503 47 Street was found to be non-compliant with Community Standards Bylaw 465/21.
 - A letter was sent to the property owner on June 6, 2025 outlining the bylaw infraction and timeline for compliance (June 9, 2025 – letter attached).
 - The property was re-inspected June 10, 2025 and still found to be non-compliant. (pictures attached)
 - Third party contractor was notified of non-compliant addresses. They mowed 4503 47 Street on June 16, 2025.
 - Property owner attended Village Office to register complaint against mowing of her property and stated extenuating personal reasons for being unable to do regular yard maintenance. She also stated that a naturalized garden area had been cut down and that she would be unwilling to pay any invoice from the Village regarding bylaw enforcement.
3. **OPTIONS** –
 1. To direct administration to pay invoice 2025-047 in the amount of \$1,800
 2. To decline payment of the attached invoice
4. **DISCUSSION** – At the time of inspection and re-inspection, nothing visible from the public roadway indicated there was a garden space in the yard. The contractor who mowed the property did not mention a garden to staff before or after mowing was done.
5. **FINANCIAL IMPLICATIONS** – There is no budgeted amount to cover the \$1,800 invoice.
6. **LEGAL** – Community Standards Bylaw 465/21 s. 3.2 “Every Occupant or Owner of any property within the Village of Alix shall:
 - (a) cut the grass on the property they own or occupy and cut the grass on any boulevard which abuts, flanks or adjoins such property, including lanes and alleys at the rear or side of such property, with sufficient frequency to ensure that the grass does not exceed 15.24 cm (6 inches) in height.”

465/21 s. 3.5 “Every Person who fails to comply with an order within the time set out in the order commits an offence.”
7. **POLITICAL/PUBLIC IMPLICATIONS** –
8. **OTHER COMMENTS** –

9. **RECOMMENDATIONS** – Option #2. I recommend Council defeats the following resolution by not voting in favour;

“that the Village of Alix Council pays Invoice No. 2025-047 from Ms. Sandra Kubash in the amount of \$1,800.”

A handwritten signature in black ink, appearing to read 'M. White', is written above a horizontal line.

Author

Sandra Kubash
Box [REDACTED]
Alix, Alberta
4503 47 st T0C 0B0
[REDACTED]

Invoice No. 2025-047

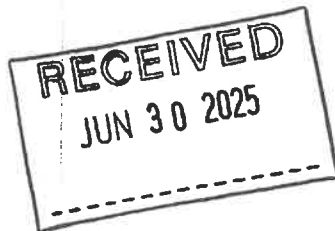
GST

Service to

Name	The Village of Alix	Date	25/6/2025
Address	4948 -50th St Box 87	Location	Village Office
City	Alix Prov AB	Rep	Michelle
Phone	403-747-2495		

Qty/hrs	Description		TOTAL
		SubTotal	
1800	Loss of income, due to bylaw	\$1.00	\$1,800.00

as per conversation May 18, 2025 in council meeting none of my weeds as you called them, have returned to so called weed patch. Which has inturn resulted in loss of income, for this year There will be no harvesting, or helping people this season



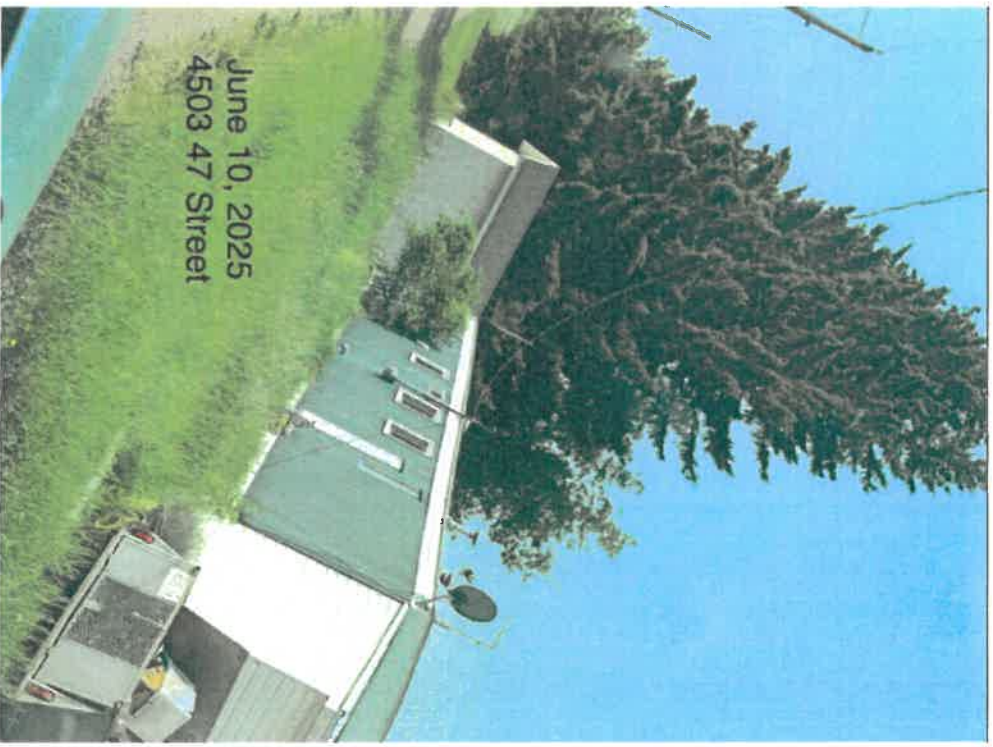
SubTotal	\$1,800.00
GST	
TOTAL	\$1,800.00

terms: net 30 Days, a rate of 18.00% per month, interest will be charged on over due account





June 5, 2025
4503 47 Street
1:36pm



June 10, 2025
4503 47 Street



VILLAGE OF ALIX
BOX 87, ALIX, AB TOC OBO
Phone: (403) 747-2495 Fax: (403) 747-3663
E-mail: cao@villageofalix.ca

June 6, 2025

Kubash, Sandra
Box [REDACTED]
Alix, AB TOC OBO

Re: Order to Remedy an Unsightly Property

Legal Address: Lot 32; Block 25; Plan 7621249
Civic Address: 4503 47 Street

Dear Ms. Kubash,

In accordance with Village **Bylaw # 465/21**, the Community Standards Bylaw, an inspection of your properties has been made. Your lot properties need mowing in the back alley as it exceeds the 6 inches (15.24 cm) height regulation.

This work is to be completed on or before June 9, 2025. Failure to remedy this matter may result in Village staff/contractor entering the property and performing the work necessary to bring the property into compliance. All clean-up costs will be billed to you and, if unpaid, will be added to the property taxes.

If you have any questions regarding this matter, please contact me at the Village Office at 403-747-2495.

Sincerely,

Michelle White

CAO
Village of Alix



ADMINISTRATION REPORT



Date: July 30, 2025 RFD 25-41
Memo To: Village Council
From: Michelle White
Subject: Resident Invoice 20250109

1. **PURPOSE** – To provide Council with information pertaining to attached invoice #20250109.
2. **BACKGROUND** – Admin staff conduct regular inspections of Alix for non-compliance with municipal bylaws.
 - On June 5, 2025 an inspection was conducted and 4916 49 Street was found to be non-compliant with Community Standards Bylaw 465/21.
 - A letter was sent to the property owner on June 6, 2025 outlining the bylaw infraction and timeline for compliance (June 9, 2025 – letter attached).
 - The property was re-inspected June 10, 2025 and still found to be non-compliant. (pictures attached)
 - Third party contractor was notified of non-compliant addresses. They mowed 4916 49 Street on June 16, 2025.
 - Property owner emailed the office June 23rd (email attached) asking to have the bill for mowing forwarded to her.
 - July 30th, property owner emailed (attached) to contest the invoice.
3. **OPTIONS** –
 1. To waive the \$145 bylaw enforcement fee
 2. To allow invoice #20250109 to stand
4. **DISCUSSION** –
5. **FINANCIAL IMPLICATIONS** – If invoice 20250109 is waived, the \$145 would come out of the municipal operating budget.
6. **LEGAL** – Community Standards Bylaw 465/21 s. 3.2 “Every Occupant or Owner of any property within the Village of Alix shall:
 - (a) cut the grass on the property they own or occupy and cut the grass on any boulevard which abuts, flanks or adjoins such property, including lanes and alleys at the rear or side of such property, with sufficient frequency to ensure that the grass does not exceed 15.24 cm (6 inches) in height.”

465/21 s. 3.5 “Every Person who fails to comply with an order within the time set out in the order commits an offence.”
7. **POLITICAL/PUBLIC IMPLICATIONS** –
8. **OTHER COMMENTS** –
9. **RECOMMENDATIONS** – Option #2. I recommend Council defeats the following resolution by not voting in favour;

“that the Village of Alix Council will waive bylaw enforcement charges for 4916 49 Street Alix in the amount of \$145 as stated on invoice #20250109.”

A handwritten signature in black ink, appearing to read "M. White", is written over a horizontal line.

Author

From: Audrey Erickson
Sent: June 23, 2025 8:38 AM
To: CAO <cao@villageofalix.ca>
Subject: Re order to clean up yard

Hi. Unfortunately I received this letter well after the June 9th deadline.
Please forward the bill associated with the clean up to me as I can see that the grass has been mowed.

Thank you.
Audrey Erickson
4916 49 Street

Sent: June 23, 2025 9:03 AM

Good morning Audrey,

Michelle White, our CAO, is away from the office this week. I will ensure the invoice for the mowing does get sent to you.

Thanks very much and have a good day,

Tanya Meston
Assistant CAO / Development Officer
tmeston@villageofalix.ca
403-747-2495

From: Audrey Erickson
Sent: July 30, 2025 9:41 AM
To: CAO <cao@villageofalix.ca>
Subject: AR Invoice 20250109

Good morning. I would like to contest the invoice for mowing and trimming my property at 4915 49 Street.

The notice that I received did not allow enough response time. The notice was issued June 6th and the date that the property was mowed was June 9th. I live in Red Deer and was on holiday in BC at the time. I had inadequate time to arrange the mowing myself.

We have family members in Alix who would have mowed the grass had we been given proper notice.

Kindly reverse this invoice for \$145.00.

Thank you.

Audrey Erickson

From: CAO <cao@villageofalix.ca>
Date: 2025-07-30 10:14 a.m. (GMT-07:00)
To: Audrey Erickson
Subject: RE: AR Invoice 20250109

Good morning Audrey,

Thank you for taking the time to write in with your concerns regarding invoice 20250109.

Community Standards Bylaw reviews of the Village were done on June 5th and notices for non-compliance were issued on June 6th with a compliance deadline of the 9th. On June 10th, non-compliant properties were re-checked and our contractor was notified of addresses that needed mowing. He was able to mow those properties on June 16th and the invoice was issued 2 days later.

As CAO I don't have the authority to reverse bylaw enforcement charges. According to Community Standards Bylaw 465/21, section 3.7:

3.7 A Person to whom an order has been issued may by written notice to the CAO request a review by Council pursuant to Section 547 of the Municipal Government Act.

According to section 547 of the Municipal Government Act, appeals to Council need to be made within 14 days of receiving the notice.

That being said, if you would still like to appeal this matter to Council, I can certainly put it in their next agenda package. Please be advised, Council agenda packages are public documents. If you would like to have Council review your request to waive bylaw enforcement fees, your name and the address of the property, as well as the contents of your 2 emails regarding this property will be included in their next agenda package. Note: your email address will not be part of the public documents.

Please advise how you would like to proceed.

Thank you,



Michelle White
Chief Administrative Officer
Email: cao@villageofalix.ca
Phone: 403-747-2495 | Fax: 403-747-3663
Box 87, 4849 50 Street, Alix, AB T0C 0B0
www.villageofalix.ca

Thank you Michelle. I appreciate your comprehensive reply to my enquiry regarding Invoice #20250109.

I would like to proceed by notifying Council that I object to the invoice although I concede that being an out of town owner does complicate the notification process and suggest that I might have been notified via email instead of snail mail which I did not receive until after the fact.

Respectfully

Audrey Erickson

VILLAGE OF ALIX
P.O. BOX 87
ALIX, ALBERTA T0C 0B0
(403) 747-2495



Invoice #	20250109
GST #	108175498RT0001
Date	2025-Jun-18
P.O. #	
Location	4916 49 STREET
Account #	639

ERICKSON, AUDREY
32 LACEY CLOSE
RED DEER, AB T4R 3R7

AR Invoice

Service Provided: PROPERTY MOWING & TRIMMING - 4916 49 STREET						
Date of Service: 2025-06-16						
Code	Description	Quantity	Price	GST	Extended	GST
PROP MAINT	PROPERTY MAINT CHARGE	1.00	145.00	0.00	145.00	<input type="checkbox"/>
Subtotal					145.00	
Total GST					0.00	
Invoice Total					145.00	

Terms : Net 30 Days

A rate of 18.00% per annum (1.50% per month) interest will be charged on overdue accounts.



VILLAGE OF ALIX
BOX 87, ALIX, AB TOC OBO
Phone: (403) 747-2495 Fax: (403) 747-3663
E-mail: cao@villageofalix.ca

June 6, 2025

Erickson, Audrey



Re: Order to Remedy an Unsightly Property

Legal Address: Lot: 32; Block 3: Plan 7722125
Civic Address: 4916 49 Street

Dear Ms. Erickson,

In accordance with Village **Bylaw # 465/21**, the Community Standards Bylaw, an inspection of your properties has been made. Your lot properties need mowing as it exceeds the 6 inches (15.24 cm) height regulation.

This work is to be completed on or before June 9, 2025. Failure to remedy this matter may result in Village staff/contractor entering the property and performing the work necessary to bring the property into compliance. All clean-up costs will be billed to you and, if unpaid, will be added to the property taxes.

If you have any questions regarding this matter, please contact me at the Village Office at 403-747-2495.

Sincerely,

Michelle White

CAO
Village of Alix



June 5, 2025
4916 49 Street
1:21 pm



June 10, 2025
4916 49 Street
9:24 am

ADMINISTRATION REPORT



Date: July 24, 2025 RFD 25-38
Memo To: Village Council
From: Michelle White
Subject: ATIA & PoPA

1. **PURPOSE** – To move toward compliance with the new Access to Information Act and the Protection of Privacy Act.
2. **BACKGROUND** – On June 11, 2025 the Access to Information Act and the Protection of Privacy Act were proclaimed. These two Acts replaced the Freedom of Information and Protection of Privacy (FOIP) Act.

Each year at the Organizational meeting, a resolution is made to designate a FOIP Officer for the Village. The FOIP Act ceased to exist on June 11th when AITA & PoPA were proclaimed.

3. **OPTIONS** –
 1. To appoint the Assistant CAO as the Access to Information Coordinator for the Village of Alix
 2. To appoint the Assistant CAO as the Privacy Officer for the Village of Alix

4. **DISCUSSION** –

5. **FINANCIAL IMPLICATIONS** –

- Staff time to review and train on the new legislation.
- Staff time to change all forms and documents to meet the new legislation and associated regulations.
- Staff time to develop new municipal bylaws.
- Staff time to develop a privacy management program (PMP) in accordance with the new legislation.

6. **LEGAL** – Under both the ATIA & PoPA, the head of a public body can delegate some or all of the responsibilities in writing. It is recommended that the delegation is to a position rather than a named person and that the delegation is reviewed annually.

After the initial resolution(s) to comply with the new legislation, we will continue to review/renew the resolutions at the annual Organizational meeting.

I am waiting to see what additional resources the province will provide to help with this transition. For example, since FOIP ceased to exist on June 11th, we should rescind FOIP Bylaw 472/22. However, there is no new ATIA or PoPA bylaw to replace it with. Under the Interpretations Act, matters relating to privacy will default back to our FOIP bylaw during the transition period.

7. **POLITICAL/PUBLIC IMPLICATIONS** –

8. **OTHER COMMENTS** – Staff have been taking online training to prepare for the legislative changes. Documents such as meeting agendas, minutes and all forms with a FOIP disclosure statement need to be updated to reflect the new change.

9. **RECOMMENDATIONS** – Options #1, & 2. I recommend the following resolutions:

“that the Village of Alix Council hereby appoints the Assistant CAO as the Access to Information Coordinator for the Village of Alix.”

“that the Village of Alix Council hereby appoints the Assistant CAO as the Privacy Officer for the Village of Alix.”

A handwritten signature in black ink, appearing to read "M. White", is written above a horizontal line.

Author

ADMINISTRATION REPORT



Date: July 25, 2025 RFD 25-40
Memo To: Village Council
From: Michelle White
Subject: Land Use Bylaw Amendment

1. **PURPOSE** – To determine if Council would like to pursue a Land Use Bylaw amendment pertaining to RV storage.
2. **BACKGROUND** – The Village has had difficulty with bare land property owners using their lots for storage of RVs, motor homes, boats, vehicles etc. when there is no primary use building on the property. In some cases, people live in the RVs for an extended period of time. After going through the enforcement process to have those individuals vacate after the allotted 30 days per year, staff became aware of some of the difficulties involved in prosecution.
3. **OPTIONS** –
 1. To continue with the Land Use Bylaw (LUB) as it is now
 2. To amend the LUB and not allow ANY overnight living in an RV unless it is in an approved campground
 3. To amend the LUB so that storage of vehicles/RVs is not allowed on bare lots
4. **DISCUSSION** – If Option #2 is chosen, residents of Alix would not legally be able to have friends or family stay in an RV in their yards for a weekend or overnight.
5. **FINANCIAL IMPLICATIONS** – The way the LUB is currently set up, prosecution for violating the bylaw by living in an RV in excess of the 30 day limit can be expensive. Option #3 could be enforced through a Stop Order process which is much easier and faster.
6. **LEGAL** – Village of Alix Land Use Bylaw 396/11 s. 6.1(1) “The Council on its own initiative may give first reading to a Bylaw to amend this Land Use Bylaw.”
 - 6.2(3) “Following first reading to an amending Bylaw, the Council shall (a) establish the date, time, and place for a public hearing on the proposed Bylaw;”
 - 6.2(8) “In the public hearing, the Council (a) shall hear any person, group of persons, or person representing them, who claims to be affected by the proposed bylaw and who has complied with the procedures outlined by Council;”
 - 6.2(9) “After considering the representations made to it about the proposed bylaw at the public hearing and after considering any other matter it considers appropriate, Council may
 - (a) pass the bylaw;
 - (b) refer it for further information or comment;
 - (c) make any amendment to the bylaw it considers necessary and proceed to pass it without further advertisement or hearing; or
 - (d) defeat the bylaw.”
7. **POLITICAL/PUBLIC IMPLICATIONS** – Some ratepayers in Alix would be glad to see bare land properties no longer used as long term storage for vehicles and RVs. We have had many complaints at the office from neighbours who feel vehicle storage has a negative effect on the area.

Anyone with concerns or objections to a proposed LUB amendment would have the opportunity to be heard during the public hearing – held after first reading and before the bylaw could be passed.

If Option #3 is chosen, property owners with multiple lots side by side may be negatively affected. e.g. house is on one lot and vehicles are parked on the lot beside that does not have a building. Those property owners would need to consider a Lot Consolidation to comply if the LUB is amended.

8. **OTHER COMMENTS** – By only allowing storage of vehicles and RVs on a property with a primary use building, there is also an expectation that those vehicles would be more closely watched/monitored. This could help reduce instances of criminal activity.

9. **RECOMMENDATIONS** – Option #3. I recommend the following resolution:

“that the Village of Alix Council hereby directs administration to develop a Land Use Bylaw amendment to not allow the storage of recreational vehicles, motor homes, boats or vehicles on a parcel of land without a primary use building.”

NOTE: The above resolution would be applied to all land use districts in the Village. Council may want to restrict this change to residential districts only, thereby allowing vehicle storage on commercial, industrial, agricultural and urban reserve land districts.



Author

ADMINISTRATION REPORT



Date: July 24, 2025 RFD 25-39
Memo To: Village Council
From: Michelle White
Subject: Climate Change Adaptation

1. **PURPOSE** – To determine if Council is interested in pursuing grant funds to engage in climate resilience planning.
2. **BACKGROUND** – Many of the municipal grant applications have added sections or questions regarding climate change adaptation steps the municipality is taking.

So far there is no mandatory requirement for a climate change program in order to qualify for funding, but the questions are becoming more and more common.

3. **OPTIONS** –
 1. To direct administration to explore grant funding for the purpose of climate change planning for Alix
 2. To direct administration to add this topic to the 2025 Strategic Planning Session
 3. To accept this report as information
4. **DISCUSSION** – There are several grants available at the federal level for 'green' initiatives. These funds could be used to proactively look at climate change in Alix as it pertains to such things as wildfire risk assessment, stormwater infrastructure planning, studies for nature-based solutions to wetland restoration or erosion control etc.
5. **FINANCIAL IMPLICATIONS** – Many grants available for this purpose are on a cost share basis, meaning anywhere between 90% - 75% of the project could be funded by a grant. Grants range from \$70,000 to \$200,000 depending on where you apply and what the project is.
6. **LEGAL** – There is no legal requirement to have a climate change study or plan at this time. There is potential for work in this area to have a positive impact on future grant applications.

I have heard that a new Public Sector Accounting Board regulation is in the works regarding climate change that could impact municipal audits.
7. **POLITICAL/PUBLIC IMPLICATIONS** – There are aspects of climate change planning that could be reasonably applied to the Village of Alix. Things like heat-resilient infrastructure planning, stormwater planning to mitigate flood risks from extreme storms, shoreline protection measures, fire risk mapping etc.
8. **OTHER COMMENTS** – It may be wise to apply for funds available for this purpose before either the grant(s) go away or climate change adaptation becomes a legislated requirement. Once it is a requirement, we would be competing with hundreds of other municipalities for the available funding.
9. **RECOMMENDATIONS** – Options 1 or 2 – I recommend the following resolution:

“that the Village of Alix Council hereby directs administration to gather information regarding climate change resilience funding and bring it forward at Council’s 2025 strategic planning.”

A handwritten signature in black ink, appearing to read "M. White", written in a cursive style.

Author



VILLAGE OF ALIX

Cheque Listing For Council

2025-Jul-31
9:59:25AM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20250267	2025-06-18	2253676 ALBERTA LTD., (ALIX FOODS)	359283	COFFEE SUPPLIES PW	19.99	19.99
20250268	2025-06-18	327241 ALBERTA LTD	1463	MAY PATROLS	1,008.00	1,008.00
20250269	2025-06-18	ACCU-FLO METER SERVICE LTD	119393 199318	NEPTUNE 360 YEARLY AGREEMI 13 5/8" E-CODERS	2,724.75 5,664.75	8,389.50
20250270	2025-06-18	ALIX HOME HARDWARE	154356 154443 154467 154473 154529 154533 154560 154580 154584 154592 154593 154595 154674 154687	RAKE SHOP SUPPLIES PW PAINTING SUPPLIES SUPPLIES FOR RV DUMP BATTERY GARBAGE BIN, CHAIN FOR RV D PAINT SUPPLIES PW SIGN SUPPLIES HINGES FOR BULK WATER STAT SIGN SUPPLIES CAMPGROUND SUPPLIES HINGES FOR BULK WATER STAT SIGN SUPPLIES CAMPGROUND SUPPLIES	20.99 23.66 13.64 45.01 81.54 65.03 19.68 6.29 9.12 12.59 33.97 (9.12) 46.18 15.20	383.78
20250271	2025-06-18	ANDERSON, JANENE	JUNE112025	TRAVEL EXPENSE CLAIM	126.72	126.72
20250272	2025-06-18	CANOE PROCUREMENT GROUP OF CANADA	AB485489 AB485652 AB510893	PRINTER FOR PW PW PRINTER INK CAMPGROUND BATHROOM SUP	159.22 101.80 76.52	337.54
20250273	2025-06-18	CENTRAL LABS	2500711 2500741	TESTING AT LAGOONS AND MAI TESTING MAIN LIFT STATION	405.05 52.12	457.17
20250274	2025-06-18	CYBERUS PROTECTION SERVICES	202577	PATROLS FOR JULY 2025	3,154.89	3,154.89
20250275	2025-06-18	DIAKONIA CONSTRUCTION LTD	299 300 301 302 303 304	CEMETERY MOWING JUNE 15, 2 PROPERTY MAINTENANCE MOV PROPERTY MAINTENANCE MOV PROPERTY MAINTENANCE MOV PROPERTY MAINTENANCE MOV PROPERTY MAINTENANCE MOV	2,205.00 152.25 123.38 42.00 26.25 55.13	2,604.01
20250276	2025-06-18	ENVIRONMENTAL 360 SOLUTIONS LTD.	102001-0038150	GARBAGE & COMPOST MAY 202	3,625.93	3,625.93
20250277	2025-06-18	GIESBRECHT, CHELSIE	JUNE2025	TRAVEL EXPENSE CLAIM JUNE ;	46.08	46.08
20250278	2025-06-18	LACOMBE REGIONAL WASTE SVCS COMMISSIC	38409 38422	2025 SECOND QUARTER REQUI WHITE GOODS DISPOSAL FEE	13,768.50 50.00	13,818.50
20250279	2025-06-18	LANCASTER CONCRETE	367201	CONCRETE WORK ON RAILWAY	8,032.50	8,032.50
20250280	2025-06-18	LOOMIS EXPRESS, A DIV OF TFI TRANSPORT 2;	11369351	SHIPPING WATER METERS	58.26	58.26
20250281	2025-06-18	MPE , A DIVISION OF ENGLOBE	4420-015-06-24	LAGOON CELL 6	1,856.77	1,856.77
20250282	2025-06-18	<i>Proceeds from Property Sale</i>	JUNE2025	SURPLUS PROCEEDS FROM PR	48,501.30	48,501.30
20250283	2025-06-18	STARS FOUNDATION	2749078-2025	SUPPORT OF CRITICAL MISSION	1,636.00	1,636.00
20250284	2025-06-18	STERLING POWER SYSTEMS INC	3452	RAHR LIFT STATION PUMP SERV	9,033.78	9,033.78
20250285	2025-06-18	ZONE 3 BUSINESS SOLUTIONS INC.	181198	PHOTOCOPIES	201.29	201.29
20250286	2025-06-30	ALIX AGRICULTURAL SOCIETY	JUNE2025	ALIX AG RODEO SPONSORSHIP	1,000.00	1,000.00
20250287	2025-06-30	BESUIJEN, JANICE	JUNE2025	COUNCIL EXPENSE CLAIM JUNE	660.80	660.80
20250288	2025-06-30	BESUIJEN, TIMOTHY W	JUNE2025	COUNCIL EXPENSE CLAIM JUNE	408.14	408.14
20250289	2025-06-30	CANADIAN PACIFIC RAILWAY CO	1000-001116831	CROSSING MAINTENANCE JUNE	731.00	731.00
20250290	2025-06-30	CENTRAL LABS	2500770 2500817	TESTING AT MAIN LIFT STATION TESTING MAIN LIFT STATION	52.12 52.12	104.24
20250291	2025-06-30	COLE, EDWIN	JUNE2025	COUNCIL EXPENSE CLAIM JUNE	521.08	521.08



VILLAGE OF ALIX

Cheque Listing For Council

2025-Jul-31
9:59:25AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20250292	2025-06-30	DOORS ON DEMAND (2022)	OS3685	SHOP DOOR REPAIR PW YARD	231.00	231.00
20250293	2025-06-30	FEHR, ROBERT LEE	JUNE2025	COUNCIL EXPENSE CLAIM JUNE	508.09	508.09
20250294	2025-06-30	FUTURE AG INC	IS86156	PARTS RECOIL STAR	108.01	108.01
20250295	2025-06-30	FUTURE AG. INC.	IN95827	TRIMMER	761.25	761.25
20250296	2025-06-30	GILLIAT, BARBARA JEAN	JUNE2025	COUNCIL EXPENSE CLAIM JUNE	1,244.18	1,244.18
20250297	2025-06-30	HWY 12/21 REGIONAL WATER SERVICES COMM	1393	WATER CONSUMPTION MAY 202	18,756.18	18,756.18
20250298	2025-06-30	KAL TIRE	647266980	TIRE REPAIR	73.09	73.09
20250299	2025-06-30	LOOMIS EXPRESS, A DIV OF TFI TRANSPORT 2:	11377394	WATER METER FREIGHT	60.06	60.06
20250300	2025-06-30	TAXervice	2436410 2436411	TAX ROLL #2300 TAX ROLL #48100	157.50 157.50	315.00
20250301	2025-06-30	LOCAL AUTHORITIES PENSION PLAN	JUNE2025	PREMIUMS FOR JUNE 2025	5,540.03	5,540.03
20250302	2025-06-30	RSP	JUNE2025	RSP JUNE 2025	280.99	280.99
20250303	2025-07-14	CIBC MORTGAGE INC. - duplicate payment	202507141	CREDIT BALANCE PAID	2,044.09	2,044.09
20250304	2025-07-15	327241 ALBERTA LTD	1470	MONTHLY PATROLS JUNE 2025	283.50	283.50
20250305	2025-07-15	AMSC INSURANCE SERVICES LTD.	JULY2025	PREMIUMS FOR JULY 2025	5,257.75	5,257.75
20250306	2025-07-15	BAGSHAW ELECTRIC LTD.	IC067077	LIGHT REPAIR SISSON LIFT STA'	122.69	122.69
20250307	2025-07-15	BASHAW CONCRETE	BC34795	ROAD GRAVEL 3/4"	350.18	350.18
20250308	2025-07-15	CENTRAL LABS	2500850 2500898	TESTING AT MAIN LIFT STATION LAGOON TESTING & MAIN LIFT S	52.12 405.05	457.17
20250309	2025-07-15	COLE, EDWIN	JULY2025	COUNCIL EXPENSE CLAIM JULY	435.48	435.48
20250310	2025-07-15	ENVIRONMENTAL 360 SOLUTIONS LTD.	1020001-00384'	GARBAGE & COMPOST JUNE 20	3,555.37	3,555.37
20250311	2025-07-15	GARY MOE CHEVROLET BUICK GMC	212298	AC SERVICE ON 2014 CHEV TRU	1,270.31	1,270.31
20250312	2025-07-15	GILLIAT, BARBARA JEAN	JULY2025	COUNCIL EXPENSE JULY 2025	275.00	275.00
20250313	2025-07-15	GREGG DISTRIBUTORS CO LTD	000-395538 000-395539	EYESHIELD PPE OIL	52.01 151.02	203.03
20250314	2025-07-15	HUMBKE ENTERPRISES LTD.	421943	CAMPGROUND CARETAKER JUN	3,600.00	3,600.00
20250315	2025-07-15	HWY 12/21 REGIONAL WATER SERVICES COMM	1396	WATER CONSUMPTION JUNE 20	18,781.07	18,781.07
20250316	2025-07-15	KEITH'S REFRIGERATION LTD.	25316	SERVICE AT RAILWAY HOUSE	1,370.21	1,370.21
20250317	2025-07-15	LAMBOURNE ENVIRONMENTAL	3130	LAKE DREDGING PROJECT JUNI	176,400.00	176,400.00
20250318	2025-07-15	LOOMIS EXPRESS, A DIV OF TFI TRANSPORT 2:	11392518 11400324	WATER METER FREIGHT WATER METER FREIGHT	53.52 59.71	113.23
20250319	2025-07-15	M & M MOWING	2025002 2025003	FIRST LAGOON MOWING FIRST ROADSIDE MOWING	2,047.50 892.50	2,940.00
20250320	2025-07-15	MCES INC	1104	SECURITY CAMERAS SERVICE	3,465.00	3,465.00
20250321	2025-07-15	MPE , A DIVISION OF ENGLOBE	4420-001-00-91 4420-015-06-25	RAHR LIFT STATION REST LEAD. LAGOON PROJECT CELL 5	635.25 17,004.88	17,640.13
20250322	2025-07-15	PARKLAND REGIONAL LIBRARY SYSTEMS	250003	3RD QUARTER PAYMENT	1,993.15	1,993.15
20250323	2025-07-15	PITNEY BOWES CANADA	1027732385	POSTAGE INK	205.77	205.77
20250324	2025-07-15	PROTEC PEST CONTROL SERVICES	1015886	GOPHER CONTROL	1,150.44	1,150.44
20250325	2025-07-15	TDI ENGINEERING SERVICE	VA2025-01	INFRASTRUCTURE MASTER PL/	11,043.90	11,043.90
20250326	2025-07-15	VILLAGE OF ALIX	50100JUNE202! 50300JUNE202! 54400JUNE202! 63900JUNE202!	BULK WATER STATION JUNE 202. RV DUMP STATION JUNE 2025 CAMPGROUND JUNE 2025 LIBRARY JUNE 2025	1,293.38 89.13 201.94 117.36	2,532.04



VILLAGE OF ALIX

Cheque Listing For Council

2025-Jul-31
9:59:25AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20250326	2025-07-15	VILLAGE OF ALIX	69600JUNE2025! 7000JUNE2025 72700JUNE2025! 72800JUNE2025! 72830JUNE2025! 72841JUNE2025!	PW YARD JUNE 2025 VILLAGE OFFICE JUNE 2025 FIRE HALL JUNE 2025 BAY 1 & BAY 2 JUNE 2025 BAY 3 JUNE 2025 BAY 4 JUNE 2025	103.39 122.48 153.72 221.04 119.92 109.68	2,532.04
20250327	2025-07-15	WHITE, MICHELLE	JUNE2025	TRAVEL EXPENSE CLAIM JUNE :	185.76	185.76
20250328	2025-07-15	WILD ROSE ASSESSMENT SERVICES	9828	PROGRESS PAYMENT FOR JULY	1,330.00	1,330.00
20250329	2025-07-29	2253676 ALBERTA LTD., (ALIX FOODS)	35427 354808	OFFICE SUPPLIES COFFEE SUPPLIES PW	37.85 19.99	57.84
20250330	2025-07-29	AIR LIQUIDE CANADA INC.	78907492	YEARLY CYLINDER LEASE	347.17	347.17
20250331	2025-07-29	ALIX HOME HARDWARE	154857 154901 154902 154958 154959 155007 155015 155112 155123 155142	CAMPGROUND SUPPLIES CAMPGROUND SUPPLIES CAMPGROUND SUPPLIES OIL OIL GARBAGE BAGS SUPPLIES FLAG FOR GATOR PARK FLAG FOR FIREHALL CAMPGROUND SUPPLIES	57.74 5.55 9.17 29.89 8.45 37.79 76.87 66.14 66.14 32.21	389.95
20250332	2025-07-29	AUTOMOTIVE LIFT REPAIR INC.	202500308	HOIST INSPECTION AT PW SHOF	689.64	689.64
20250333	2025-07-29	BESUIJEN, JANICE	JULY2025	COUNCIL EXPENSE CLAIM JULY	414.09	414.09
20250334	2025-07-29	BESUIJEN, TIMOTHY W	JULY2025	COUNCIL EXPENSE CLAIM JULY	411.29	411.29
20250335	2025-07-29	BOB'S PAVING	0262	GRADE BACK ALLEYS	393.75	393.75
20250336	2025-07-29	CANADIAN PACIFIC RAILWAY CO	1000-00111691C	CROSSING MAINTENANCE JULY	731.00	731.00
20250337	2025-07-29	CENTRAL LABS	2500922 2500954 2500995	TESTING AT MAIN LIFT STATION TESTING AT MAIN LIFT STATION TESTING AT MAIN LIFT STATION	52.12 52.12 52.12	156.36
20250338	2025-07-29	CONTACT AUTOMATION INC.	7957	SERVICE TO CALL OUT EQUIPTE	2,136.75	2,136.75
20250339	2025-07-29	CYBERUS PROTECTION SERVICES	202589	PATROLS FOR AUGUST 2025	3,154.89	3,154.89
20250340	2025-07-29	DIAKONIA CONSTRUCTION LTD	308 309 310 311 312	CEMETERY MOWING JULY 17, 20 PROPERTY MAINTENANCE ROLI PROPERTY MAINTENACE ROLL PROPERTY MAINTENANCE ROLI PROPERTY MAINTENANCE ROLI	2,205.00 152.25 97.13 52.50 110.25	2,617.13
20250341	2025-07-29	FEHR, ROBERT LEE	JULY2025	COUNCIL EXPENSE CLAIM JULY	464.09	464.09
20250342	2025-07-29	GAM TECH	INV-2739	COMPUTER SERVICES JUNE 20:	1,018.50	1,018.50
20250343	2025-07-29	GREGG DISTRIBUTORS CO LTD	000-416920 000-416921 000-419085	OIL PPE EYEWASH STATION SOLUTI EYE SHIELD RETURNED	33.89 286.70 (7.97)	312.62
20250344	2025-07-29	GULLY'S RESCUE AND REMOVAL	146	RV REMOVAL AND STORAGE RC	270.88	270.88
20250345	2025-07-29	HACH SALES & SERVICE CANADA LP	384573	WATER CHEMICALS	554.40	554.40
20250346	2025-07-29	SECURITY WATCH OF CANADA INC.	11932	REPAIR TO RAILWAY HOUSE SE	1,761.38	1,761.38
20250347	2025-07-29	WOLSELEY CANADA INC.	133028	HOSE NOZZLE CAP GASKET	126.25	126.25
20250348	2025-07-29	ZONE 3 BUSINESS SOLUTIONS INC.	183132	COPYING CHARGES JUNE 2025	78.63	78.63

Total 407,687.03

*** End of Report ***

**VILLAGE OF ALIX
BANK RECONCILIATION
FOR THE MONTH ENDING:
June 30, 2025**

SERVUS CREDIT UNION

	CHEQUING	CHEQUING (2)	INVESTMENTS (1)
Balance from Bank Statement:	1,369,935.99	12,587.80	0.00
Plus: Deposits in Transit	17,099.92		
Plus: JE in Transit	-		
Less: Outstanding Cheques	(37,938.13)		
 Reconciled Bank Balance:	 <u>1,349,097.78</u>	 <u>12,587.80</u>	 <u>0.00</u>
30-Jun-25 GL balance 3-120	<u>1,349,097.78</u>		
30-Jun-25 GL balance 3-121		<u>12,587.80</u>	
30-Jun-25 GL balance 3-300			<u>-</u>
Variance:	-	-	

THIS STATEMENT SUBMITTED TO COUNCIL THIS 6TH DAY OF AUGUST, 2025

Village of Alix 2025 Operating Budget

Revenue by Category

Revenue by Category	Budget	YTD (July 25/25)	Variance (%)
Property Taxes	-\$1,912,987.37	-\$1,912,954.49	100%
Franchise Fees	-\$139,600.00	-\$77,314.74	55%
Penalties and Fines	-\$60,000.00	-\$32,946.70	55%
Interest Earned	-\$52,000.00	-\$25,167.56	48%
Sale of Goods and Services	-\$792,030.00	-\$406,105.39	51%
Rentals	-\$20,000.00	-\$12,504.06	63%
Operating Transfers/Grants	-\$105,608.47	-\$28,620.43	27%
TOTAL	-\$3,082,225.84	-\$2,495,613.37	81%

NOTE: The following amounts are paid from Property

Tax Revenue	
Education Tax	\$254,068.26
Seniors Requisition	\$8,662.00
Policing Invoice	\$45,920.00

Expense by Category

Expense by Category	Budget	YTD (July 25/25)	Variance (%)
Wages, Benefits & Remuneration	\$694,380.00	\$392,686.14	57%
Memberships, Training & Mileage	\$54,300.00	\$21,170.84	39%
Postage, Freight, Phone & Internet	\$37,520.00	\$20,610.27	55%
Contracted Services	\$721,370.00	\$451,227.22	63%
Utilities	\$180,100.00	\$80,304.32	45%
Insurance	\$84,880.00	\$83,762.00	99%
Materials, Goods & Supplies	\$381,100.00	\$184,413.62	48%
Bank Charges & Debenture Interest	\$76,709.40	\$38,996.24	51%
Grants/Donations to other Organizatic	\$92,188.00	\$76,206.27	83%
Transfers to Reserves	\$261,155.11	\$261,155.11	100%
Requisitions (School, Seniors, Police)	\$308,774.89	\$117,036.10	38%
Used to fund Capital Projects	\$189,748.44	\$55,101.48	29%
TOTAL	\$3,082,225.84	\$1,782,669.61	58%
Budget Surplus / Deficit	\$0.00	-\$712,943.76	

Village of Alix Operating Budget Summary Page

Department	2025 Budget	YTD (July 25/25)	Variance (%)
<u>Government Services</u>			
Revenue	-\$2,163,787.37	-\$2,057,099.85	95%
Expense	\$765,724.89	\$387,616.33	51%
Net	-\$1,398,062.48	-\$1,669,483.52	
<u>Protective Services</u>			
Revenue	-\$43,400.00	-\$22,336.99	51%
Expense	\$218,160.00	\$66,881.63	31%
Net	\$174,760.00	\$44,544.64	
<u>Public Works</u>			
Revenue	\$0.00	-\$6,419.58	
Expense	\$424,572.70	\$234,091.78	55%
Net	\$424,572.70	\$227,672.20	
<u>Utilities</u>			
Revenue	-\$759,530.00	-\$386,250.24	51%
Expense	\$672,484.64	\$351,499.22	52%
Net	-\$87,045.36	-\$34,751.02	
<u>Community Services</u>			
Revenue	-\$57,442.47	-\$55,651.60	97%
Expense	\$136,430.06	\$69,936.45	51%
Net	\$78,987.59	\$14,284.85	
<u>Recreation & Culture</u>			
Revenue	-\$58,066.00	-\$3,780.95	7%
Expense	\$413,950.00	\$356,773.61	86%
Net	\$355,884.00	\$352,992.66	
Total Revenue	-\$3,082,225.84	-\$2,531,539.21	82%
Total Expense	\$2,631,322.29	\$1,466,799.02	56%
Transfers to Reserves	\$261,155.11	\$261,155.11	100%
Operating \$ for Capital Projects	\$189,748.44	\$94,997.89	50%
Surplus (deficit)	\$0.00	-\$708,587.19	

Village of Alix Operating Budget: Government Services

Department	2025 Budget	YTD (May 14/25)	Variance (%)
<u>Taxes</u>			
Revenue	-\$1,912,987.37	-\$1,912,954.49	100%
Expenses	\$262,854.89	\$117,036.10	45%
Net	-\$1,650,132.48	-\$1,795,918.39	
<u>Legislative</u>			
Revenue	-\$1,400.00	-\$447.20	32%
Expenses	\$53,900.00	\$17,499.78	32%
Net	\$52,500.00	\$17,052.58	
<u>Administration</u>			
Revenue	-\$249,400.00	-\$143,698.16	58%
Expenses	\$448,970.00	\$253,080.45	56%
Net	\$199,570.00	\$109,382.29	

NOTE: Tax Revenue is billed through the system all at once. Tax expenses include School & Seniors requisitions

Village of Alix Operating Budget: Protective Services

Department	2025 Budget	YTD (May 14/25)	Variance (%)
<u>Fire Department</u>			
Revenue	-\$32,000.00	-\$14,272.89	45%
Expense	\$64,250.00	\$21,474.64	33%
Net	\$32,250.00	\$7,201.75	
<u>First Responders</u>			
Revenue	-\$800.00	\$0.00	0%
Expense	\$9,550.00	\$7,292.74	76%
Net	\$8,750.00	\$7,292.74	
<u>Emergency Management</u>			
Revenue	-\$2,000.00	-\$1,176.90	59%
Expense	\$9,500.00	\$7,135.73	75%
Net	\$7,500.00	\$5,958.83	
<u>Bylaw Enforcement</u>			
Revenue	-\$3,600.00	-\$3,220.20	89%
Expense	\$88,940.00	\$30,978.52	35%
Net	\$85,340.00	\$27,758.32	
<u>Policing</u>			
Revenue	-\$5,000.00	-\$3,667.00	73%
Expense	\$45,920.00	\$0.00	0%
Net	\$40,920.00	-\$3,667.00	

NOTE: First Response expenses include honorariums, insurance etc. that are paid at the beginning of the year

Bylaw Enforcement expenses include Peace Officer & Cybrus contract as well as security camera costs

Village of Alix Operating Budget: Public Works

Department	2025 Budget	YTD (May 14/25)	Variance (%)
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Public Works

Revenue	\$0.00	-\$631.96	
Expense	\$173,032.70	\$127,498.78	74%
Net	\$173,032.70	\$126,866.82	

Streets

Revenue	\$0.00	-\$5,787.62	
Expense	\$251,540.00	\$130,280.57	52%
Net	\$251,540.00	\$124,492.95	

Village of Alix Operating Budget: Utilities

Department	2025 Budget	YTD (May 14/25)	Variance (%)
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Water

Revenue	-\$362,030.00	-\$186,219.64	51%
Expense	\$382,050.69	\$220,163.13	58%
Net	\$20,020.69	\$33,943.49	

Sewer

Revenue	-\$260,900.00	-\$128,954.22	49%
Expense	\$159,113.95	\$104,039.50	65%
Net	-\$101,786.05	-\$24,914.72	

Garbage

Revenue	-\$136,600.00	-\$71,076.38	52%
Expense	\$131,320.00	\$67,473.19	51%
Net	-\$5,280.00	-\$3,603.19	

Village of Alix Operating Budget: Community Services

Department	2025 Budget	YTD (May 14/25)	Variance (%)
<u>FCSS</u>			
Revenue	-\$24,742.47	-\$18,556.86	75%
Expense	\$30,928.00	\$18,771.25	61%
Net	\$6,185.53	\$214.39	
<u>Cemetery</u>			
Revenue	-\$11,700.00	\$3,059.32	-26%
Expense	\$16,650.00	\$4,349.82	26%
Net	\$4,950.00	\$7,409.14	
<u>Planning</u>			
Revenue	-\$1,000.00	-\$1,450.00	145%
Expense	\$7,000.00	\$3,632.50	52%
Net	\$6,000.00	\$2,182.50	
<u>Economic Development</u>			
Revenue	-\$20,000.00	-\$38,704.06	194%
Expense	\$81,852.06	\$58,478.39	71%
Net	\$61,852.06	\$19,774.33	

NOTE: Economic Development includes Railway House Revenues & Expenses

Cemetery income discrepancy for 2024 was not caught until 2025. It will self correct by year end.

Village of Alix Operating Budget: Recreation & Culture

Department	2025 Budget	YTD (May 14/25)	Variance (%)
<u>Recreation</u>			
Revenue	-\$1,600.00	\$0.00	0%
Expense	\$9,062.00	\$8,136.00	90%
Net	\$7,462.00	\$8,136.00	
<u>Arena</u>			
Revenue	-\$36,466.00	\$0.00	0%
Expense	\$54,100.00	\$54,012.75	100%
Net	\$17,634.00	\$54,012.75	
<u>Campground</u>			
Revenue	-\$20,000.00	-\$3,780.95	19%
Expense	\$31,700.00	\$10,750.07	34%
Net	\$11,700.00	\$6,969.12	
<u>Parks</u>			
Revenue	\$0.00	\$0.00	
Expense	\$261,400.00	\$245,465.00	94%
Net	\$261,400.00	\$245,465.00	
<u>Nature Trail</u>			
Revenue	\$0.00	\$0.00	
Expense	\$24,590.00	\$13,606.12	55%
Net	\$24,590.00	\$13,606.12	
<u>Community Hall</u>			
Revenue	\$0.00	\$0.00	
Expense	\$10,700.00	\$10,349.06	97%
Net	\$10,700.00	\$10,349.06	
<u>Library</u>			
Revenue	\$0.00	\$0.00	
Expense	\$22,398.00	\$14,454.61	65%
Net	\$22,398.00	\$14,454.61	

NOTE: Recreation expense includes annual payments to organizations made in January

Arena Revenue is the MSI Operating Grant; Parks Expense includes Lake Project

CAO REPORT JULY 2025

1. Water Loss – Since December 2024, our unmetered water loss has been slowly increasing. 11% in December, 13% in January are considered acceptable amounts of unmetered loss for a municipality. This has gone to 18% in April and 20% in May. Though we strongly suspect a slow leak which may be increasing in size, we have not been able to locate it yet. We have reached out to residents asking them to report any standing water they can't explain. We may also be able to use the engineers working on the Infrastructure Master Plan to help in this matter.
2. Municipal Accountability Review (MAP) – Our last MAP review was done in March 2021. Every community with a population under 2,500 is supposed to have a MAP review done by Municipal Affairs once every 5 years. We have just been informed we will have August to prepare for a September 5th MAP review. At this time we don't know if the meeting will be virtual or in person. Municipal Affairs staff were able to work with us by shortening the lead time on the MAP so we wouldn't be doing it in the same month as the municipal election.
3. Staff Development – I'm pleased to say we have a member of the Admin team interested in taking the National Advanced Certificate in Local Authority Administration (NACLAA) through the University of Alberta. This Certificate program will take several years to complete and will be funded/supported through regular Village policy and budget.
4. Campground – Cool and rainy weather is having an impact on our campground. We're not seeing as many campers or groups coming this year. Fingers crossed that we have some sunny days in August!
5. Historic Resources – The Alix Wagon Wheel Museum researched older buildings within Alix which they feel could be considered "historic." They evaluated the structure and how close the finishing was to being original (or restored to original). They feel the Catholic Church may be the only building that actually meets this criteria as most of the other older buildings have had additions and/or extensive remodeling.

**LACOMBE COUNTY
SCHEDULE OF SHARED FIRE EQUIPMENT
FOR THE YEAR ENDED DECEMBER 31, 2024
(UNAUDITED)**



Tel: 403-342-2500
Fax: 403-343-3070
www.bdo.ca

BDO Canada LLP
100, 179D Leva Avenue
Red Deer County, Alberta
T4E 1B9

INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To: Members

- Alix Shared Fire Equipment Fund
- Clive Shared Fire Equipment Fund
- Eckville Shared Fire Equipment Fund
- Lacombe Shared Fire Equipment Fund
- Blackfalds Shared Fire Equipment Fund
- Bentley Shared Fire Equipment Fund

We have reviewed the Schedules of Revenues and Expenditures for Alix, Clive, Eckville, Lacombe, Blackfalds and Bentley Shared Fire Equipment for the year ended December 31, 2024 and a summary of significant accounting policies and other explanatory information (together the Schedules). Our review was made in accordance with Canadian generally accepted accounting standards for review engagements and accordingly, consisted primarily of enquiry, analytical procedures and discussion related to information supplied to us by the Lacombe County.

Management's Responsibility for the Schedules

Lacombe County is responsible for the preparation of the Schedules of Revenues and Expenditures for Alix, Clive, Eckville, Lacombe, Blackfalds and Bentley Shared Fire Equipment in accordance with the basis of accounting as described in Note 1, and for such internal control as management determines is necessary to enable the preparation of the report that is free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the Schedules based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial information in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on the Schedules.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the Schedules of Revenues and Expenditures for Alix, Clive, Eckville, Lacombe, Blackfalds and Bentley Shared Fire Equipment is not in accordance with the basis of accounting as described in Note 1.

Basis of Accounting

Without modifying our conclusion, we draw attention to Note 1 to the Schedules, which describes the basis of accounting. The Schedules are prepared to assist Lacombe County to comply with the financial reporting provisions set out in Note 1. As a result, the Schedules may not be suitable for another purpose.

BDO Canada LLP

Chartered Professional Accountants
Red Deer County, Alberta
June 27, 2025

**LACOMBE COUNTY
SCHEDULE OF SHARED FIRE EQUIPMENT
REVENUES AND EXPENDITURES
FOR THE YEAR ENDED DECEMBER 31, 2024
(UNAUDITED)**

ALIX SHARED FIRE EQUIPMENT

	2024	2023
	\$	\$
REVENUES		
Fees	37,705	25,125
Interest	2,224	1,246
Local government contributions	-	-
	39,929	26,371
EXPENDITURES		
Audit and administration	449	713
Fuel, oil and parts	2,240	2,831
Licenses and insurance	1,416	1,560
Repairs and maintenance	1,163	4,480
	5,268	9,584
SURPLUS TRANSFERRED TO RESTRICTED SURPLUS	34,661	16,787
MEMBERS DISTRIBUTION	-	-
SHARED FIRE EQUIPMENT RESERVE - BEGINNING OF YEAR	40,095	23,308
SHARED FIRE EQUIPMENT RESERVE - END OF YEAR	74,756	40,095

LACOMBE COUNTY
NOTES TO THE SCHEDULES OF REVENUES AND EXPENDITURES
FOR THE YEAR ENDED DECEMBER 31, 2024
(UNAUDITED)

1 BASIS OF ACCOUNTING

The schedules are prepared on an accrual basis reflecting only revenues and expenditures of the Shared Fire Equipment Fund as determined in the Lacombe County Fire Protection Policy F(1) and specific Shared Fire Equipment Fund Agreements, using the recognition and measurement principles of the Canadian public sector accounting standards.

2 ADMINISTRATION FEES

Lacombe County charges an annual administration fee of 5% of expenditures as per agreement.

3 SHARED FIRE EQUIPMENT RESERVES

The excess of revenues over expenditures are transferred to shared fire equipment reserves to be used to fund future capital expenditures. Any excess of expenditures over revenues are charged to the respective members.

4 REVENUE RECOGNITION

Fees are recognized as revenue once services have been provided, based upon a fixed rate and eligibility criteria.

Interest is recognized as revenue when it has been earned and is measurable.

Local government contributions represent funding provided by the members of any shared fire fund to fund any deficit for the year and are recorded as revenue at the time the deficit for the year is determined.

ABmunis' participation in Fire Services Review – Level of Service

Jul 15, 2025

Earlier this month, Municipal Affairs began engaging Albertans on potential legislative changes to the *Municipal Government Act* that would require municipalities and Metis Settlements in Alberta to establish a level of service for their fire service.

Alberta Municipalities thanks those members who participated in the provincial government's consultations and shared their thoughts with us. Based on our members' feedback, we sent the Minister of Municipal Affairs a letter outlining our association's position on this important issue.

Here's what we said:

- We support the overarching goals of this proposal — enhancing public safety, improving fire service delivery, and ensuring communities are equipped to respond effectively to fire-related emergencies. We also recognize the importance of creating clear frameworks that support fire services and align with community risk.
- We oppose mandating municipalities to establish a level of fire service, as member municipalities have raised several concerns with this approach:
- **Financial impact:** Developing and maintaining a level of service based on a community risk assessment could impose significant costs on municipalities, especially those already operating at or beyond capacity. Without additional funding, this requirement could strain local budgets, force difficult trade-offs, and affect municipal viability.
- **Volunteer sustainability:** Increased training and operational demands may deter volunteer participation, further challenging service delivery in rural areas.
- **Liability and risk:** Establishing a level of service could expose municipalities to liability if they are unable to meet this standard due to resource limitations.
- Municipalities are already struggling to maintain essential infrastructure, cover the rising costs of policing, and adapt to numerous changes in provincial legislation that mandate additional requirements and activities.
- Given these ongoing challenges, ABmunis recommends that Municipal Affairs and the Office of the Fire Commissioner help build municipal capacity to establish a level of service by developing and sharing best practices, guides, resources, and tools. For example, a few municipalities have identified that it would be beneficial to have a risk assessment guide.
- We also encourage the provincial government resolve those issues previously raised by municipalities that pose challenges to delivering fire services (e.g., costs of vehicles and equipment, recruitment and retention of volunteer firefighters, and increased volume of medical calls).

Royal Canadian Mounted Police

Commanding Officer
Alberta



Gendarmerie royale du Canada

Commandant
de l'Alberta

June 25, 2025

His Worship Timothy William Besuijen
Mayor
Village of Alix
PO Box 87,
Alix, AB T0C 0B0

Dear Mayor Timothy Besuijen:

I'm writing to introduce myself as the new Commanding Officer of the Alberta Royal Canadian Mounted Police (RCMP). It is an incredible honour to step into this role and lead a police service with such an extensive history of service to the communities and citizens of Alberta.

People are at the heart of everything we do. That includes the dedicated employees on the front lines and behind the scenes, the citizens we serve, and the communities and governments we proudly partner with. None of our work is possible without the commitment, support and collaboration of people.

With 37 years of policing experience - much of it in Alberta - I have seen firsthand how people working together can shape strong communities. I have witnessed the remarkable impact that this committed partnership can have, not only during moments of crisis, but in the everyday interactions that build trust and strengthen public confidence.

Trust is not something that is given; it is earned, day in and day out. My leadership is grounded in public trust, transparency, accountability, and meaningful results. These principles will guide how we serve you and the citizens you represent. I firmly believe that our success is rooted in the strength of our relationships with the communities we serve and the partners we stand beside. That is why I am committed to fostering strong, open, and meaningful connections with you, listening actively, and ensuring our work reflects the needs and values of your community.

While I am proud of the high-quality policing services the Alberta RCMP delivers, I also recognize that there is always room to evolve. We are embracing innovation and leveraging technology to enhance effectiveness. You can see through initiatives like the Real Time Operations Centre (RTOC) and the Remotely Piloted Aircraft Systems (RPAS) program, that the Alberta RCMP is embracing innovation and applying technology in ways that enhance how we serve, protect, and connect with the public.

One of the most pressing challenges we face today is staffing. Recruitment continues to be a top priority - but it is only part of the solution. Retention is equally critical. We are actively exploring new strategies to attract and retain dedicated employees who see the Alberta RCMP as not only a great place to work, but a place to grow, lead and make a difference.

We have an exciting path ahead. While challenges exist, so too do opportunities to modernize, to collaborate and to build an even stronger, more community-focused provincial police service.

Thank you for your ongoing partnership and support. I look forward to working alongside each of you to build safer communities and ensure they remain the best place to live, work and raise our families.

Yours truly,

A handwritten signature in black ink, appearing to read 'Trevor Daroux', with a stylized flourish at the end.

Trevor Daroux, O.O.M.
Deputy Commissioner
Commanding Officer Alberta RCMP

11140 – 109 Street
Edmonton, AB T5G 2T4

Telephone: 780-412-5444
Fax: 780-412-5445

July 14, 2025

Ms. Michelle White
Chief Administrative Officer
Village of Alix
PO Box 87
4849 50 Street
Alix AB T0C 0B0

Dear Ms. White:

Subject: Municipal Accountability Program Review Schedule for 2025/26

The Municipal Accountability Program (MAP) was initiated in 2018 to collaboratively foster effective local governance and build administrative capacity in municipalities. Municipal accountability advisors review municipal processes and procedures to develop and enhance knowledge of mandatory legislative requirements. Through these efforts, Municipal Affairs supports Alberta municipalities in achieving legislative compliance. The process enables chief administrative officers to confirm areas of strength and receive guidance on areas for improvement.

Since 2018, 214 municipalities have participated in the MAP, resulting in 263 reviews completed to date. The program is mandatory for municipalities with populations of 2,500 or less, with eligible municipalities scheduled for review once over a five-year cycle.

I am pleased to advise that your municipality has been selected to participate in a MAP review during the 2025/26 program year. As your municipality may have previously undergone a MAP review, you may already be familiar with the program. To ensure the MAP continues to provide value to municipalities, the program has been revised to include areas of legislation not previously addressed and to support understanding and awareness of recent legislative changes.

The MAP process will involve a meeting with you to review municipal documents and discuss policies, procedures, and processes. A report will be provided, identifying areas of legislative compliance and any gaps. To assist you in addressing areas of non-compliance, the report will also include tailored recommendations and resources for each identified gap.

.../2

It is my expectation that the report generated will be shared with council at a public council meeting to inform their understanding of the areas requiring further action.

A municipal accountability advisor will contact you shortly to provide program details, discuss requirements, and schedule the review. Scheduling will take into consideration your workload and availability.

If you have questions or concerns, please contact a Municipal Affairs municipal accountability advisor toll-free by dialing 310-0000, then 780-427-2225, or by email at map@gov.ab.ca.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jonah Mozeson', written in a cursive style.

Jonah Mozeson
Deputy Minister

Attachment: Municipal Accountability Program Summary

2025-2026 Municipal Accountability Program

What is the Municipal Accountability Program?

The Municipal Accountability Program (MAP) collaboratively supports municipal governments by helping them to understand and achieve legislative compliance with the *Municipal Government Act (MGA)* and any associated regulations.

To ensure that the program retains its value through each cycle, the program has been updated to include additional areas of the Act. Each review will revisit some of the mandatory provisions and examine the requirements associated with discretionary powers of municipalities within legislation.

These discretionary areas are not implemented by all municipalities; therefore, each review will address only those items relevant to the municipality being reviewed.

Municipalities with populations of 2,500 or less are automatically scheduled for a MAP review throughout a five-year cycle. Ministry staff and chief administrative officers (CAOs) work together, resulting in a report provided to the CAO identifying areas of strength and issues of legislative non-compliance.

Each MAP report includes recommendations and resources to assist in remedying identified concerns. Municipal Affairs maintains contact with CAOs to provide support as required.

The goal is to facilitate well-managed municipalities and foster strong collaborative relationships between the CAO and the ministry.

MAP Cycle Changes

The MAP program year has been modified to match the provincial fiscal year, from April 1 through March 31. Therefore, a municipality

scheduled for the 2025 program year may see its review conducted in early 2026.

How is the MAP conducted?

The focus of the MAP is compliance with legislative requirements. The process includes document reviews and a meeting with the CAO.

The MAP is an administratively focused process and does not include matters related to the governance of the municipality and does not involve the public.

What is reviewed in 2025-2026?

The following is a list of the legislative areas reviewed under the program (please note that this list is subject to change pending any future legislation or program changes):

- Signing of municipal documents – MGA 213
- Disposal of land – MGA 70, 606, 606.1
- Delegation of authority – MGA 203
- Meetings and meeting procedures – MGA 193
- Special meeting procedures – MGA 194
- Organizational meeting – MGA 150, 152, 192
- Closed meetings – MGA 197
- Public hearings – MGA 216.4
- Recording of pecuniary interest – MGA 172
- Meetings through electronic communications – MGA 199
- Procedural bylaw – MGA 145
- Code of conduct bylaw – MGA 146.1, Code of Conduct for Elected Officials Regulation 200/2017
- CAO bylaw and appointment – MGA 205
- Bylaw enforcement officer bylaw – MGA 555-556
- Face mask and proof of COVID-19 vaccination bylaw – MGA 7.1
- Fees and charges bylaw – MGA 8(1)(c), 61
- Consolidation of bylaws – MGA 69(1)
- Firearm bylaws – MGA 74.1

- Road closure – MGA 22
- Advertising bylaw – MGA 606.1
- Utility services bylaws – MGA 33,45,46
- Operating and capital budgets – MGA 242-246, 248.1
- Three-year operating and five-year capital plans – MGA 283.1, Municipal Corporate Planning Regulation 192/2017
- Auditor appointment, audited financial statements, salary and benefits disclosure, and auditor report – MGA 276, 280-281, 217, Supplementary Accounting Principles and Standards Regulation 313/2000
- Investments – MGA 250
- Borrowing bylaws – MGA 251-259, Debt Limit Regulation 255/2000
- Loans - MGA 264-265
- Loan guarantees – MGA 264-265
- Assessment of property – MGA 284.2(1), 297
- Assessment notices – MGA 303, 308-3011
- Assessment review board MGA 454-456, Matters Relating to Assessment Complaints Regulation 201/2017
- Property tax bylaw content – MGA 361(1)(a) 353-357, Matters Relating to Assessment Sub-classes Regulation 202/2017
- Tax notices – MGA 329, 333-336, 357
- Supplementary assessments – MGA 313, 315, 316
- Supplementary tax bylaw – MGA 369, 369.1
- Tax payment and tax penalty bylaws – MGA 339, 340, 344(1), 345(1), 357(1.1)
- Brownfield tax incentives – MGA 364.1
- Non-residential tax incentives – MGA 364.2
- Tax agreements (utilities/linear property) – MGA 360
- Business tax – MGA 369.1, 371-379
- Community revitalization levy – MGA 381.1-381.5
- Special tax – MGA 382-387
- Local improvement tax – MGA 391-409
- Clean energy improvement tax – MGA 390.1-390.9
- Other taxes – MGA 388, 409.1
- Adding amounts to the tax roll – MGA 553 (for discussion only)
- Tax arrears list and tax recovery – MGA 412, 418, 436.03, 436.08
- Tax agreements – MGA 418(4), 436.09(4)
- Tax recovery auctions (land) – MGA 418-422
- Tax recovery auctions – designated manufactured homes – MGA 436.08-436.13
- Municipal development plan – MGA 230, 606, 632, 641, 692
- Land use bylaw – MGA 230, 606, 639, 640, 642 (1), 692 (4), Subdivision and Development Regulation 43/2002
- Subdivision and development appeal board – MGA 627-628, Subdivision and Development Appeal Board Regulation 195/2017
- Off-site levies – MGA 648, 648.2
- Municipal planning commission – MGA 625
- Area structure plans – MGA 633
- Area redevelopment plans – MGA 634, 635, 647
- Joint use and planning agreements – MGA 670.1, 672-673, *Education Act* 53.1
- Reserve lands – MGA 664.1(1), 666(1), 667(1), 669(1), 672(1), 673(1), 674(1), 676(1)

Contact Us

To speak with a Municipal Accountability Advisor, call toll-free at 310-0000, then 780-427-2225, or email map@gov.ab.ca.

Lacombe Lodge Redevelopment Project

Project Overview

The Lacombe Foundation, in partnership with their CAO, The Bethany Group, are organizing the replacement of the current Lacombe Lodge facility. The redevelopment will deliver a 112 unit facility consisting of 98 lodge units (8 two-bedroom, 90 one-bedroom), and 14 Type B (DSL4) care units. The project’s feasibility has been modeled as of June 2025 and assumes a Q4 2025 design start, and a fall 2026 construction start. Land discussions are underway with the City of Lacombe and are yet to be finalized.

Preliminary Costs and Schedule

Item Description	98 Lodge Units with 14 DSL4 (Type B) Units
Costing	
Construction ¹	\$55.26M
Soft Costs ²	\$19.42 M
Project Development Costs	\$1.51M
Land	\$1.35M
Total Costs	\$77.54M
Project Details	
Building Area (m ²)	9,978 m ²
Design Schedule	11 months
Construction Schedule	26 months

1. To meet CMHC’s energy efficiency requirements and a 20% barrier free design, a 9% construction cost increase has been included.
2. Soft costs include all project contingencies.

Proposed Project Funding & Financing

The project is proposing funding and financing using the following avenues:

1. Community housing sub-stream of the CMHC Affordable Housing Fund
 - a. Forgivable loan - \$28.18M
 - b. Repayable loan - \$10.47M
2. Provincial Grant Funding
 - a. Lodge and Adult Day Program – \$27.50M
 - b. Type B Continuing Care – \$7.05M
3. Lacombe Foundation Equity - \$3M
4. Municipal Land gift/swap - \$1.35M

Project Priorities

The CMHC Community Housing Fund has many stipulations to score and qualify, and places significant emphasis on support for the project being shown through funding/donations from provincial and municipal levels of government. The following are the project priorities that need to be achieved prior to putting forward an application:

- Equity contribution from Lacombe Foundation
- Land gifted/swapped by a municipality / commitment letter for land gift/swap
- Provincial grant to demonstrate support for the project (lodge and care)
- Design progressed to 75% completion to generate an accurate Class B estimate
- Project needs to break ground within 6-12 months following CMHC approval

Business Plan

2026-2028

Lacombe Foundation



EXECUTIVE SUMMARY

The top priorities of the Lacombe Foundation are:

1. Secure Capital Funding for the replacement of the Lacombe Seniors Lodge.
2. Work with Assisted Living Alberta to establish an enhanced lodge services/community hub model at both Lacombe Lodge and Eckville Manor House Lodge.

ACCOUNTABILITY STATEMENT

This Business Plan was prepared under the direction of the Board of Directors of the Lacombe Foundation in accordance with legislation and associated ministerial guidelines, and in consideration of all policy decisions and material, economic or fiscal implications of which the Board is aware. This business plan was approved by the Board of Directors on June 23, 2025.

LACOMBE FOUNDATION PROFILE

The Lacombe Foundation operates pursuant to the Alberta Housing Act under the purpose to enable the efficient provision of a basic level of housing accommodations for persons, who because of financial, social or other circumstances require assistance to obtain or maintain housing accommodation.

- Member Municipalities are Lacombe County, City of Lacombe, Town of Blackfalds, Town of Eckville, Town of Bentley, Village of Clive, and the Village of Alix.
- Housing Accommodations under operation are:
 - i. 97-unit Seniors Lodge in the City of Lacombe, which is owned by the Lacombe Foundation. This lodge is physically connected to 40 units of provincially owned seniors self-contained apartments operated by The Bethany Group.
 - ii. 50-unit combined (35 Lodge and 15 DSL 3) Seniors Lodge and Continuing Care Type B Facility in the Town of Eckville, which is owned by the Province of Alberta through the Alberta Social Housing Corporation. The Eckville Lodge is linked to the Community Health Centre, and there are eight units of provincially owned seniors self-contained apartments on the site that are operated by The Bethany Group.
 - iii. Affordable housing owned and operated by the Lacombe Foundation consisting of 28 units in the City of Lacombe and 20 units in the Town of Blackfalds.
- Resident Profile and Waiting Lists - Current Average Age of 83 at the Lacombe Lodge and 84 at Eckville Lodge. Average stay is 3 years at the lodges and 1 year in the DSL. The Lacombe Lodge is operating at 88% occupancy. Vacancies are related to the condition of the lodge, lack of exterior windows and size of units in the old portion of the lodge. The Eckville Lodge is at 66 % total occupancy – 54% lodge side, 93 % in DSL. The Affordable Housing portfolio currently operates at 100% capacity.
- Staffing Profile and Organizational Structure - Staffing for the Lodge and Affordable Housing operations are 12 full time, 42 part time and 9 casual staff. The Bethany Group acts as the Chief Executive Officer per the Ministerial Order, working with local resources to provide support to the Board of Directors and in

any of the following areas: Business Planning, Management & Administration, IT Systems, Financial Services, Property Assessment & Management, Workplace Health & Safety, Human Resources and Education.

- Financial Profile and Budgets – For the lodge portfolio, the budgeted revenue for 2025 is \$3.74 million consisting of \$2.58 million in rents, accommodation and other recoveries, Lodge Operations assistance from the Provincial Government of \$445,000, health contract funding of \$572,000 and Municipal contributions to the Lodge operations from member municipalities through requisition totaling \$875,000. The local annual payroll is \$3.1 million. For the affordable housing portfolio, revenues of \$555,000 support building operations, mortgage payments and reserves.

INSTITUTIONAL CONTEXT

The Lacombe Foundation enjoys a positive relationship with The Bethany Group and the other Housing Management Bodies that use The Bethany Group as CEO. Lacombe Foundation is participating in local FCSS sponsored interagency meetings in both Lacombe and Blackfalds in order to build relationships and identify opportunities with community-based organizations in the catchment area. Lacombe Foundation is a member of the Alberta Seniors and Community Housing Association.

PLAN DEVELOPMENT

Activities undertaken by the Board in the development of this plan:

- > Board Business Planning session May 12, 2025

Member communities provide the following documents, plans and supports for local affordable housing initiatives:

- > City of Lacombe Affordable Social Needs Assessment and Priorities Phase One 2024
- > City of Lacombe Affordable Housing Strategy Steering committee

ENVIRONMENTAL SCAN AND STRATEGIC CONTEXT

The primary impacts on our strategic environment are:

- Establishment of Assisted Living Alberta (ALA), under the Ministry of Assisted Living and Social Services
- Implementation of the Continuing Care Act 2024
- 2021 Stronger Foundations Affordable Housing Strategy
- 2024/2025 Lodge Program Review
- Continuing Care – Capital now under the Ministry of Assisted Living and Social Services
- Health Care System Refocusing initiative has led to delays in decision making
- Participation in the Continuing Care Alliance
- Participation in ASCHA Seniors Housing and Continuing Care Task Force and the Affordable Housing Task Force
- Participation in industry, provincial and community-based consultations and committees
- Impact of tariffs, and other factors that impact provincial and federal economic outlooks

- Federal and Provincial governments both highlighting the need for affordable housing, but needing clarity and improved coordination of available programs and supports
- Limited grant opportunities for affordable housing (% of support for capital construction) that impact the ability to create a sustainable operating model while providing achievable affordable rental rates
- Inflationary Pressures on organizations and individuals
- Household Income and Housing Affordability
- Availability of Affordable Housing and of deep subsidy housing units
- Availability of Rental Assistance Benefits
- Pressure on market housing availability
- Capital Maintenance and Renewal and needing to protect, maintain and upgrade existing assets
- Local Demographic information with the next federal Census occurring in 2026
- Aging population and shifts to home and community care
- Government is looking to operators and associations for solutions
- Workforce issues including recruitment and retention. Potential increases to WCB costs related to psychological health and safety and long covid
- Municipal Elections in October 2025 and changes to board members

STRATEGIC RISKS AND OPPORTUNITIES

The primary impacts on the strategic environment for the Lacombe Foundation are:

- > Waiting for the release of the Lodge Program review and its recommendations. Plans for implementation and preparation for any province-wide changes will have to be considered by the board once the review is released.
- > After discussion with the Ministry of Assisted Living and Social Services in December 2024, the redevelopment proposal will focus on the replacement of Lacombe Lodge and consideration of spaces that can support health-based services.
- > Strong support from the City of Lacombe and County of Lacombe for the redevelopment of the Lacombe Lodge.
- > The age, condition and functionality of the Lacombe Lodge does not meet the needs of current and future clients, including increasing capacity needs. Rooms do not meet standards for room sizes and accessibility.
- > Age and condition of Lacombe Lodge including rooms with no exterior facing window affecting rentability.
- > Age and condition of Lacombe Lodge impacting utility usage and efficiency.
- > Lacombe Lodge Capital Maintenance needs exceed \$ 5 million dollars.
- > Impacts on Lodge operations due to increases in Home Care assistance for seniors to remain in their homes. Individuals are delaying entry into the lodge environment resulting in residents of more advanced age and higher degrees of frailty.
- > Growing demand for services that support Age in Place philosophies demonstrated by the high number of Lodge residents receiving home care.
- > Growing demand to meet the needs of couples, including those with different care and support needs.
- > Aging population and above average population growth in the Lacombe Foundation catchment area, putting pressure on existing facilities.

STRATEGIC PRIORITIES

Lacombe Foundation has identified the following strategic priority areas:

1. CMR and New Capital
2. The Resident Experience
3. Community Connections
4. Sustainable Operations

This business plan has been developed in keeping within the Purpose of the Alberta Housing Act and the obligations of the Board of Directors of the Lacombe Foundation pursuant to the Management Body Operations and Administration Regulation.

OUTCOMES, KEY STRATEGIES AND PERFORMANCE MEASURES

Outcome One: CAPITAL MAINTENANCE & RENEWAL AND NEW CAPITAL

Housing Accommodations operated by the Lacombe Foundation will meet or exceed minimum housing standards and options to meet demands for new housing supply will be explored.

Key Strategies:

- 1.1 Increase the supply of Affordable Housing
- 1.2 Improve and maintain the condition of existing affordable housing

Performance Measures and Indicators

- Lacombe Foundation receives overall support for the redevelopment plan of the Lacombe Seniors Lodge.
- Lacombe Foundation receives capital funding for the redevelopment of Lacombe Lodge from the Province of Alberta.
- The Provincial Government provides financial assistance to support the items requested under the 3-Year Capital Maintenance and Renewal List, submitted to the Ministry of Assisted Living and Social Services.

	2026/2027	2027/2028	2028/2029	Total
Eckville Manor	\$ 0	\$ 470,000	\$ 90,000	\$ 560,000
Lacombe Lodge	\$3,950,000	\$ 885,000	\$ 340,000	\$ 5,175,000
Total request	\$3,950,000	\$ 1,355,000	\$ 430,000	\$ 5,735,000

It is recognized that the best value for dollar would be to proceed with the Lacombe Lodge redevelopment with several systems stretched beyond the standard life-cycle.

- Completion of an Amenities, Furniture, Fixture and Equipment assessment for Eckville Manor. We will proactively ensure that buildings are modernized and maintained to align with the evolving needs and standards. Lacombe Lodge should be addressed by redevelopment.
- All capital projects are completed in accordance with: approved standards, scope and specifications; on time; and on budget.

Outcome Two: THE RESIDENT EXPERIENCE

Residents of Housing Accommodations offered by Lacombe Foundation have access to programs and services that enhance and enrich their quality of life and promote maximum independence within the supported living environment. Residents of Housing Accommodations offered by Lacombe Foundation will have access to community services and supports for a robust living experience.

Key Strategies:

- 2.1 Identify needs based on the resident input
- 2.2 Staff training and support
- 2.3 Monitor industry trends

Performance Measures and Indicators

- Lacombe Foundation will engage with and survey residents to identify improvement opportunities and to identify successes.
- Lacombe Foundation will engage in new Quality Improvement Initiatives, as identified through consultative processes.
- Lacombe Foundation will build on the work of the previous QI assessments (e.g., meal time experience and Move-ins).
- Staffing recruitment and retention plans will support a well-trained and stable workforce that is invested in the well-being of the residents.
- Lacombe Foundation will complete a review of the health, wellness and social activities offered at the lodges to ensure a multi-faceted, rich resident experience that meets the residents' identified needs.

Outcome Three: COMMUNITY CONNECTIONS

The operations of the housing accommodations and support programs offered by Lacombe Foundation allows residents to easily access services that enable them to be affordably and safely housed, as well as successfully transition out of the system when necessary or able. Lacombe Foundation will be a trusted partner of Assisted Living Alberta, member municipalities and other community organizations.

Key Strategies:

- 3.1 Enable transitions through the continuum of housing and supports
- 3.2 Support the desire of Albertans to age in their community

Performance Measures and Indicators

- Working with Assisted Living Alberta, Lacombe Foundation will explore the options to provide enhanced lodge services/community hub delivery at Eckville Manor House Lodge.
- Lacombe Foundation to explore options with Assisted Living Alberta to embed Home Care services in both Lodges under direct contract.

- Lacombe Foundation to explore options with the Ministry of Assisted Living and Social Services to integrate Home Care and/or Designated Supportive Living spaces into the planning for the Lacombe Lodge redevelopment strategy.
- Lacombe Foundation will pursue an Adult Day Support program to be offered at the Lacombe Lodge.
- Lacombe Foundation will maintain active relationships with local Community Support Services in the service area.
- Lacombe Foundation will collaborate with and support any municipalities or organizations that are leading a housing or community needs assessment process to develop a business case for new local affordable housing or supportive living projects.

Outcome Four: SUSTAINABLE OPERATIONS

The operations of the housing accommodations and support service programs that are mindful of resident needs, respectful of costs, flexible and responsive.

The Governance model of Lacombe Foundation is sustainable based on competency and collaboration. The financial operations of Lacombe Foundation are sustainable based on predictable funding, stewardship and innovative funding models.

Key Strategies:

- 4.1 Understand the regulatory framework to support equitable treatment and housing stability
- 4.2 Improve System access and navigation
- 4.3 Promote enhanced understanding of and coordinated response to rural and urban needs
- 4.4 Support operational and environmental sustainability of affordable housing projects
- 4.5 Partner with other governments to support a sustainable system and meet the housing and support needs of Albertans
- 4.6 Improve the knowledge of the housing and support needs of Albertans

Performance Measures and Indicators

- Lacombe Foundation will evaluate costs related to inflationary pressures and will maximize revenues and stabilize expenses where possible.
- Lacombe Foundation will review the findings of the Lodge Program review once it is released and create strategies for implementation of its recommendations.
- Lacombe Foundation will advocate for changes to the Lodge Assistance Grant program to be more consistent and predictable and to better reflect the needs of rural lodges.
- Lacombe Foundation will advocate for local projects based on identified community need, innovation in the delivery model, reflection of the unique needs of rural communities and collaboration with other organizations and levels of government.

- An orientation plan and educational supports for board members to increase understanding of both the lodge program and the social and affordable housing programs will be available.
- Lacombe Foundation board members will have tools and supports to advocate for the lodge program and the residents within the large ministry that holds both housing and assisted living.

APPENDICES

- **Appendix A – Board Skills Matrix**
- **Appendix B – Non-Schedule A**
- **Appendix C – Financial Budget and Forecasts Y1**
- **Appendix D – Capital Maintenance and Renewal**
- **Appendix E – Federal Funding and Capital Priorities**
- **Appendix F – Asset Management (no submission)**
- **Appendix G – Capital Assets**

Amendments to the Community Organization Property Tax Exemption Regulation

Regulation Change Summary - July 2025

Overview

The *Municipal Government Act (MGA)* provides the legislative framework for Alberta's municipal governments and establishes the province's property assessment and taxation system.

Under the *MGA*, the Community Organization Property Tax Exemption Regulation (COPTER) establishes the criteria under which municipalities provide property tax exemptions to non-profit organizations (NPOs). Many organizations in Alberta rely on these exemptions to support their operations and fulfill their charitable or benevolent purposes that serve the public interest.

The Government of Alberta has approved amendments to COPTER that improve clarity and consistency in the application of property tax exemptions.

Key Changes

Eligibility for Organizations Serving Disadvantaged People

COPTER now clearly indicates NPOs with a primary purpose to serve disadvantaged people are eligible for property tax exemptions, provided their activities meet the regulation's charitable or benevolent use criteria.

This interpretation aligns with policies in the *Alberta Human Rights Act (AHRA)* that help to address disadvantages, by recognizing that serving a specific disadvantaged population—when done for a charitable purpose that benefits the broader public—does not disqualify an organization from exemption.

- Stakeholders raised concerns that a key purpose of the NPO sector is improving lives of disadvantaged people and that the restricted access provisions in COPTER may prevent some of this work.

Continuing Care and Supportive Living Facilities

The updates will clearly allow for certain types of non-profit continuing care homes, licensed under the *Continuing Care Act (CCA)*, to be eligible for tax exemption. This clarification helps municipalities and non-profits better understand which care facilities are eligible for property tax exemptions.

Eligible facilities include type B (formerly known as designated supportive living) and type C (hospice and palliative) continuing care homes and Supportive Living Accommodations (such as group homes) licensed under the *CCA*. The facilities still must be held by a NPO and meet the relevant conditions of COPTER. These updates improve equitable treatment of properties that provide similar services.

Temporary and Transitional Housing

Clear property tax exemption criteria are added for non-profit temporary and transitional housing to provide greater certainty to organizations and promote consistent application across the province.

- Temporary and transitional accommodations offer wraparound services such as mental health and addiction support along with accommodations for disadvantaged persons.

Administrative Updates

For clarity and consistency of interpretation, updates include several administrative changes.

The *MGA* was amended, effective 2025, to establish property tax exemptions for subsidized affordable housing. These updates to COPTER clarify that affordable housing accommodations are not eligible for property tax exemption under COPTER.

A definition of minor entrance or service fee was added to clarify fees should not impede the use of property by the general public.

The list of 'Professional Sports Franchises' was updated to reflect Alberta's current professional teams.

Amendments also clarify that restricting access to administrative, parking, or storage areas for the purposes of safety, liability, or property protection does not affect exemption eligibility, if these areas support the NPO's purpose.

Implementation

Amendments to COPTER will take effect January 1, 2026, with the regulation extended so that it expires on December 31, 2030.

The Property Tax Exemptions in Alberta: a guide will be updated to reflect changes to COPTER and will be available on Open Alberta.

Resources

To learn more, please refer to:

- COPTER amendment regulation: [M.O. MAG:007/25 - Municipal Affairs](#)
- Current version of COPTER: https://open.alberta.ca/publications/1998_281
- Current version of the Property Tax Exemptions in Alberta: a guide: <https://open.alberta.ca/publications/0778541894>

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