



EMPLOYEE BENEFITS, WELLNESS AND RECOGNITION

Policy Number:	14.124.01 2024PO
Policy Review:	Every 3 Years or upon Legislative Change
Policy Owner (Dept.):	People Services
Reference(s):	Alberta Pensions Act, Alberta Occupational Health and Safety Act and Code, Benefit provider contracts, Lacombe Police Association Collective Agreement, Lacombe Fire Department SOGs

1. PURPOSE OF POLICY

- 1.1. To establish the City of Lacombe’s Policy on Employee Benefits, Wellness and Recognition. It is intended to provide the basis for a consistent and equitable approach toward provision of employee benefits, wellness and recognition programs.

2. POLICY STATEMENT

- 2.1. The City acknowledges the importance and value of providing comparable, fair and sustainable Benefits, Wellness and Recognition programs for employees. As a component of the City’s compensation package, the benefits program is designed to address the greater needs of its employees by providing benefits and programs that are beneficial to their health and well-being.

3. APPLICABILITY

- 3.1. This policy applies to all City employees, including the Fire Chief, Deputy Fire Chief, and Lacombe Police Service civilian employees. The exception to this policy are those employees covered by the Lacombe Police Association (LPA) Collective Agreement and members of the Lacombe Fire Department (LFD). Members of the Lacombe Police Association shall be governed by the terms and conditions of the collective agreement between the City and the LPA. Where the LPA Collective Agreement remains silent, this Policy shall apply. There is limited application of this policy as it applies to Paid on-call members of the Lacombe Fire Department.
- 3.2. This Policy comes into effect upon approval of Council.

4. ROLES AND RESPONSIBILITIES

- 4.1. **Council**
 - 4.1.1. To approve this policy.
- 4.2. **Chief Administrative Officer**

COUNCIL POLICY



- 4.2.1. To determine employee benefit, wellness and recognition programs to enable the City to provide comparable, fair and sustainable benefits, wellness and recognition programs for employees. Programs will be designed to address the greater needs of its employees by providing benefits and programs that are beneficial to their health and well-being.
- 4.2.2. To ensure staff compliance with the Employee Benefits, Wellness and Recognition Policy and related administrative directives.

5. END OF POLICY

Original Signed

Signature of Mayor

Original Signed

Signature of CAO

Approved by Council November 12, 2024

Date

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Date

POLICY RECORD

Approval and Amendment History

Date of Council Meeting	Council Motion Number	Description
May 25, 2020	20-188	Approval of policy 14.124.01 2020
November 12, 2024		Approval of policy 14.124.01 2024

Review History

Date of Policy Owner's Review	Description/Action Taken or Required
November 2024	Update and clarify policy regarding employee benefits, wellness and recognition.