

Taber & District  
Community Adult Learning Association

**2024-2025**  
**Annual Report**

**October 15, 2025**



*Creating a vibrant  
learning community  
that supports  
changing and  
improving one  
life at a time.*



Taber Adult  
Learning

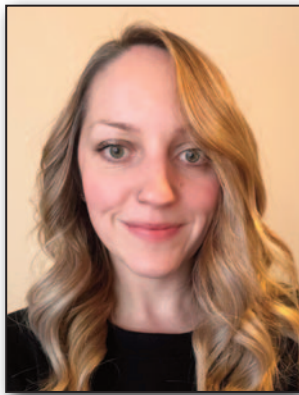




Taber Employment Assistance March Job Fair.



Youth Employment students learning first aid.



## Message from the Executive Director

*Kirsti Forsyth*

As we reflect on the past year, it's clear that with change and challenge also comes opportunity and growth. Stepping into the role of Executive Director has

been both an honour and a humbling experience. I am deeply grateful for the warm welcome and ongoing support I've received during this transition.

What makes TDCALA truly special is our incredible team. Our staff consistently go above and beyond, always placing the needs of our learners and clients at the heart of everything they do. Their passion and commitment are what drive our impact in the community.

As someone born and raised in Taber, I have a deep-rooted connection to this town and a strong commitment to the long-term success of this organization—not just today, but well into the future.

A highlight from early 2025 was receiving the Community Foundations Grant, which allowed us to introduce a Community Outreach Worker role. This

position has proven vital in assisting individuals who need help navigating complex government systems and accessing local resources—many of whom fall outside the scope of our existing programs and contracts. This role has not only filled an essential service gap but has also affirmed TDCALA's place as a trusted support hub in our community.

Looking ahead, we are excited to announce that plans are underway to relocate to a new facility early next year. We'll be sharing more details soon, and we're thrilled about the opportunities this move will bring for expanding our programs and services.

This is a pivotal and exciting time for our organization. With the strong leadership and guidance of our Board of Directors, we look forward to continued success and stability in the years to come.

Even as we embrace change, our mission remains constant: "to create a vibrant learning community by changing and improving one life at a time".

Thank you for your ongoing support as we continue to serve and strengthen our community.



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**TDCALA***Making a difference***PROGRAMS • SERVICES • STATISTICS****July 1, 2024 - June 30, 2025****COMMUNITY ADULT LEARNING PROGRAM**

- 10** Unique Courses Offered  
English language classes, digital skills classes and coaching, math basics, CELPIP and citizenship classes
- 39** Times Courses Offered
- 392** Instructional Hours  
Total hours for Community Learning courses
- 95** Total unique learners  
Community Learning participants
- 101** Total Student Registrations
- 580** Volunteer Hours — **67** students   **5** volunteers

**WORK FOUNDATIONS**

- 480** Instructional hours over 16 weeks
- 4** Learners started the program
- 2** Learners completed the program
- 3** Learners employed at 90 day follow up

**TEA (Taber Employment Assistance)**

- 58** Employability assessments
- 58** Service Needs Determination
- 39** Employment Development Activities
  - 1** Work Maintenance and Support
- 38** Job Placements
- 50** Successful 90 day follow ups

**JOB FAIRS**

- September 2024 — TEA Job Fair, 13 employers / over 100 job seekers
- March 2025 — TEA Job Fair, 21 employers, 130 job seekers

**WORKFORCE DEVELOPMENT & WORKSHOPS**

- Spring 2025 — 17 workshops / 50 attendees

**YEP (Youth Employment Program)**

- 21** Total Learners
- 522** Instructional Hours
- 2957.5** Work Placement Hours

**ENGLISH AS ANOTHER LANGUAGE (EAL) DROP-IN**

- 18** Countries of Origin  
Different cultural backgrounds, accessed services and classes.
- 99** Total Learners  
English Language Learners who accessed Drop-In Services and/or classes.
- 488** Total Instructional Hours  
Total paid instructional hours for English Language Services classes.

**NEWCOMERS NAVIGATOR SERVICES**

- 308** Unique clients
- 35** Countries of origin
- 124** Needs Assessments completed
- 77** Welcome Bags distributed
- 10** Group Information and Orientation Meetings
- 321** Individual Information and Orientation Meetings
- 119** Career & Employment Referrals
- 99** Unique Clients Requiring Translation / Interpretation Services
- 174** Appointments to help fill out Forms
- 124** Appointments to provide information

**CAEC****(CANADIAN ADULT EDUCATION CREDENTIAL)**

- 17** Total Learners
- 198** Instructional Hours

**ABE (Adult Basic Education)**

- 16** Total Learners — class offered twice
- 180** Instructional Hours

**LEARNER SUPPORT SERVICES**

- 46** Total unique clients
- 102** Service Instances  
*Most Accessed Services: technology, forms and applications, employment/job search*
- 24** Total hours of learner support



# County of Warner Adult Learning and Literacy

**PROGRAMS • SERVICES • STATISTICS**

**July 1, 2024 - June 30, 2025**

## **VOLUNTEER TUTOR PROGRAM**

**5** total learners  
**1** volunteers  
**77** volunteer tutor hours

## **DIGITAL COACHING**

**3** students  
**15** hours

## **A Glance at our PROGRAMS AND SERVICES**

**WORK FOUNDATIONS** Provides 16 weeks (480 hours) of basic skills training for unemployed workers. Training focuses on English reading, writing, numeracy and computer literacy skills. Students must be workplace destined to register and eligible clients may receive Employment Insurance (EI) or Foundational Living Allowance.

**TABER EMPLOYMENT ASSISTANCE** Provides employment related services and support to help multi-barriered individuals find and maintain employment. Public access computers are available to support clients in resume development and job search.

**COMMUNITY ADULT LEARNING PROGRAM** provides classes in English language learning and literacy, digital skills, and basic math. Other offerings include First Aid courses, volunteer tutoring, and driver instruction coaching. Locations served include MD of Taber, Town of Taber, and County of Warner. Learner Support Services are included in this program and can assist foundational learners with forms, applications, faxing and referrals to other community supports.

**EAL DROP-IN CENTRE** provides English language learning classes in Taber, Vauxhall and Grassy Lake, including Ladies Morning English, evening Conversational English and a volunteer tutoring program. Child-minding is available for children ages 18 months - 5 years for parents who are attending classes.

**CANADIAN ADULT EDUCATION CREDENTIAL (CAEC) PREPARATION CLASS** and **ADULT BASIC EDUCATION (ABE)** CAEC (Canadian Adult Education Credential) provides 11 weeks (99 hours) of instruction focusing on Math/Science and Language Arts/Social Studies. Assists learners in preparing to take the CAEC exam. Adult Basic Education provides 10 weeks (90 hours) of instruction focusing on English and Math. Classes begin in October and January of each year.

**YOUTH EMPLOYMENT PROGRAM** Provides youth (15-30 years) who are facing barriers to employment an opportunity to participate in six weeks of employability skills training and 10 weeks of a quality work experience opportunity within the community of Taber and/or surrounding communities. Participants are paid minimum wage while attending the program that runs multiple intakes each year.

**NEWCOMERS SERVICES** (IRCC and SNI) Provides settlement supports and community navigation for newcomers in the community.

**COMMUNITY OUTREACH SERVICES** as part of a one-year grant that began in January 2025 provided by the Community Foundation of Lethbridge + Southwestern Alberta this project provides assistance with many government applications including EI, AISH, emergency medical and dental benefits, income support, CPP/OAS as well as referrals to other community agencies.

Taber & District Community Adult Learning Association

# STATEMENT OF REVENUE AND EXPENSE

YEAR ENDED JUNE 30, 2025

## Revenue

Grants	\$ 1,142,527
Registration fees	24,716
Other income	75,835
Amortization of deferred capital contributions	2,912
<b>Total Revenue</b>	<b>\$ 1,245,990</b>

## Expenses

Wages, benefits and contract	\$ 916,368
Materials and supplies	17,480
Rent	61,194
Travel	24,188
Telephone and utilities	15,600
Office and administration	11,347
Conferences	4,825
Professional fees	54,194
Repairs and maintenance	3,733
Advertising and promotion	23,781
Honorariums	0
Graduation	586
Special Projects	3,269
Interest and bank charges	1,987
Insurance	2,338
Dues and memberships	5,334
Amortization	16,614
<b>Total Expenses</b>	<b>\$ 1,162,838</b>
<b>Excess of Revenue over Expenses from operations</b>	<b>\$ 83,152</b>

## Assets

### Current assets:

Cash	\$ 1,584,589
Short-term investment (note 3)	0
Accounts receivable	24,845
Goods and service tax receivable	15,233
Prepaid expenses	3,100
	<b>1,627,767</b>
Investment (note 3)	28,096
Capital Assets (note 4)	573,403
	<b>\$ 2,229,266</b>

## Liabilities and Net Assets

### Current Liabilities:

Accounts payable and accrued liabilities	\$ 18,522
Current portion of loans payable	15,000
Deferred revenue (note 5)	559,218
	<b>592,740</b>
Loans payable (note 6)	135,000
Unamortized capital contributions (note 8)	311,740
Deferred capital contributions (note 7)	150,000
	<b>1,189,480</b>

### Net assets:

Unrestricted	\$ 741,820
Investment in capital assets	261,663
Internally restricted reserves (note 10)	36,303
	<b>1,039,786</b>
	<b>\$ 2,229,266</b>

# *Taber & District* **Community Adult Learning Association**

**BOARD OF DIRECTORS**

**We are governed by a Volunteer Board of Directors, who set the vision for our organization.**

*Thank you to the dedicated community members for serving on our Board!*

Edwyn Ellingson	Board Chairperson
Zakk Morrison	Vice Chair
Sid Tams	Treasurer
David Cody	Director
Les Chomany	Director
John Turcato	Director
Carly Firth	Director
Sharla Kane	Director
Trent Irvin	Director

***Office Staff***

Kirsti Forsyth	Executive Director
Shehzad Bandukda	Executive Director (July 2024-March 2025)
Kirsti Forsyth	Programs Director (July 2024-March 2025)
Dakota Wilson	Director of Finance and Operations
Trish Hill	Reception/Volunteer Coordinator
Rebekah Fehr	CALP/EAL Drop-In Coordinator
Erin Casey	Career and Employment Advisor
Marygrace Giesbrecht	Career and Employment Advisor (August-October 2024)
Lynda Nickol	Career and Employment Advisor (July - August 2024)
Patricia Williams	Resume Coach (July - August 2024)
Valorie Wiebe	Program Specialist
Cynthia Holt	IRCC Coordinator/Caseworker
Maria Friesen	SNI Coordinator/Caseworker/ LGM Translator
Patrick Kavanaugh	Employer Supports Caseworker (July-August 2024)
Stephen Bore	Youth Employment Program Facilitator
Patricia Williams	Youth Employment Program / Employment Coach
Terry Hirsche	Warner Project Administrator
Victoria Farewell	Community Outreach Worker
Katelynn Simmons	Summer Student

***Childcare Staff***

Susana Martens	Susana Krahn
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***Class Instructors/ Facilitators***

Mary Ginther	Math Foundations
Patt Williams	CELPPI
Garnet Teskey	Digital Skills Coach

***English Class Instructors***

Sandi Roberts	Tracey Nadeau
Sherri Wendorff	Carolyn Johnson
Garth Mouland	Elizabeth Dyck
Hope Rudics	Susana Dyck

***Canadian Adult Education  
Credential Prep Instructors***

Blair Lowry	Theresa LaValley
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***Adult Basic Education (ABE)***

Mary Ginther

***Work Foundations Instructor***

Chuck Wallace

