

Agenda

Village of Barons Regular Council Meeting Tuesday, September 9, 2025 At 7:00 p.m.

1. Call to Order
2. Guests: None
3. Approval of Agenda
4. Approval of June 10, 2025 Regular Council Meeting Minutes
Approval of July 30, 2025 Special Council Meeting Minutes
Approval of August 25, 2025 Special Council Meeting Minutes
Approval of September 2, 2025 Special Council Meeting Minutes
5. Business Arising:
6. Village Foreman Report
7. Administrator Report
8. Correspondence
9. Financial Report
10. Committee Reports
 - a. ORRSC (Oldman River Regional Services Commission)
 - b. Green Acres
 - c. CFLR (Community Futures Lethbridge Region)
 - d. FCSS (Family and Community Support Services)
 - e. Mayors and Reeves
 - f. Chinook Arch Library System
 - g. AG Society
 - h. Emergency Advisory Committee
 - i. Carmangay Library
11. New Business
 - a. Bylaw #772 – Amended Regional Emergency Management Bylaw
 - b. Bylaw Priorities Discussion
 - c. ATCO Franchise Fee Rider
 - d. Fortis Franchise Fee Rider
 - e. Village Saleable Properties Discussion
 - f. HR Policies Discussion
1. Closed Session
2. Adjournment

**MINUTES OF REGULAR MEETING OF COUNCIL
of the Village of Barons
May 13, 2025**

Present: Daniel Doell, Mayor
Ron Gorzitza, Deputy Mayor
Clinton Bishop, Councillor
Jen Durell, Administrator

Absent: Brian Passmore, Village Foreman

Recording Secretary: Jen Durell, Recording Secretary

Call to Order: Call to order at 6:59 p.m.

Guests: None

Approval of Agenda: **Motion made by Mayor Doell to approve the agenda with the additions as presented. Carried Unanimously**

Minutes: To accept the minutes of the April 8, 2025 Regular Council Meeting minutes as presented.

Motion made by Deputy Mayor Gorzitza to accept the minutes of the April 8, 2025 Regular Council meeting as presented. Carried Unanimously

To accept the minutes of the April 17, 2025 Special Council Meeting minutes as presented.

Motion made by Councillor Bishop to accept the minutes of the April 17, 2025 Special Council meeting as presented. Carried Unanimously

To accept the minutes of the April 29, 2025 Budget Meeting minutes as presented.

Motion made by Deputy Mayor Gorzitza to accept the minutes of the April 29, 2025 Budget meeting as presented. Carried Unanimously

To accept the minutes of the May 1, 2025 Special Council Meeting minutes as presented.

Motion made by Mayor Doell to accept the minutes of the May 1, 2025 Special Council meeting as presented. Carried Unanimously

Business Arising: a) **Council Devices Policy**
Discussion was held.

**Motion made by Councillor Bishop to amend Policy #083 –
Council Devices Policy as discussed.**
Carried unanimously

b) **Boulevard Parking Policy**
Discussion was held

**Motion made by Councillor Bishop to amend the Traffic Bylaw
to reference the enforcement authority, permit requirements,
and reference separate technical standards policy.**

2 for, 1 against.
Councillor Bishop and Deputy Mayor Gorzitza for,
Mayor Doell against
Carried

**Motion made by Councillor Bishop to direct Administration to
develop a Boulevard Parking Standards Policy to accompany
the Bylaw Amendment outlining technical requirements, such
as gravel pad specifications, drainage, and application
procedures which may be updated by resolution of Council.**

2 for, 1 against.
Councillor Bishop and Deputy Mayor Gorzitza for,
Mayor Doell against
Carried

c) **Bylaw #769 – Revised Traffic Bylaw**
Discussion was held.

**Motion made by Councillor Bishop to defer discussion until the
next meeting.**
Carried unanimously

Village Foreman Report: Sewer lagoon project is now complete and has been handed back
over to the Village for operations. Has been running very well –
No issues to report. Have been working on mowing and trimming
around the Village. Attended a WHMIS training session with the
Village of Champion. Getting ready for the upcoming OH&S
inspection.

Administrators Report: Assessment appeal date has now passed – no appeals were filed
this year. Lots of time spent on Council's directives. Submitted the
FIR and Audited Financial Statements to Municipal Affairs.

Summer rates for water are now in effect. Sewer lagoon project is now substantially complete – awaiting final invoicing on the project. Sent off development permit application and agreement to the Ag Society regarding the use of the hotel site for their garden boxes project. Attended many meetings in the past month.

- Correspondence:**
- April Bank Reconciliation
 - Chinook Arch Library Board – 2024 Impact Report and Audited Financial Statements
 - Bylaw Enforcement – April Monthly Report
 - Occupational Health and Safety – Contact Report
 - Ministry of Seniors, Community and Social Services – Recognizing Seniors Week 2025
 - ORRSC – New Processes for Subdivision and Development Appeal Submissions
 - Alberta Municipalities – Alberta Day 2025
 - Southern Alberta Summer Games Poster

Motion made by Mayor Doell to accept the correspondence as presented. **Carried unanimously**

Financial Reports: Council was presented with the accounts payable and monthly statement for the month of April, 2025.

Motion made by Deputy Mayor Gorzitza to approve the accounts payable for the month of April, 2025.

Carried unanimously

Motion made by Mayor Doell to approve the monthly statement for April, 2025. **Carried unanimously**

Committee Reports:

- a) **ORRSC**
Meeting upcoming in June
- b) **Green Acres**
Discussed which three members are attending a meeting in Saskatchewan – very informative.
- c) **CFLR (Community Futures Lethbridge Region)**
Usual loan activities. Presentation by Venture connect – is a marketplace for buying and selling businesses. Services are available all over Western Canada.
- d) **FCSS (Family Community and Social Services)**
Nothing to report.

- e) **Mayors and Reeves**
Quiet meeting. Poor attendance from Mayors and Reeves
- f) **Chinook Arch Library System**
Nothing to report at this time.
- g) **AG Society**
Cancelled the garden boxes plan given time frame. Planning underway for Family Fun Day and upcoming Casino.
- h) **Emergency Advisory Committee**
Nothing to report at this time.
- i) **Carmangay Library**
Meeting upcoming in June

New Business:

- a) **Palliser Regional Schools Joint Election Agreement**
Palliser Regional School wants to enter into an agreement with the Village of Barons to have a joint election on October, 2025.

**Motion made by Mayor Doell to sign the agreement with
Palliser Regional School District as presented.**

Carried unanimously

- b) **Seniors Week Declaration**
Seniors' Week will be June 2nd – 8th, 2025. Council was asked if they wish to do as in previous years and purchase a cake and have the Mayor present it to them.

**Motion made by Deputy Mayor Gorzitza to proclaim June 2nd
to 8th as Seniors' Week in the Village of Barons and to
purchase 2 flavours of cupcakes in recognition thereof.**

Carried unanimously

Closed Session:

- a) **None**

Adjournment:

Adjournment of the meeting was at 7:51 p.m.

Mayor – Daniel Doell

Administrator – Jen Durell

**MINUTES OF SPECIAL MEETING OF COUNCIL
Of the Village of Barons
July 30, 2025**

Present: Daniel Doell, Mayor
Ron Gorzitza, Deputy Mayor
Clinton Bishop, Councillor
Jen Durell, Administrator

Recording Secretary: Jen Durell, Recording Secretary

Call to Order: 11:41 am

Guests: *none*

Purpose of Meeting: **Boulevard Parking Permit – 120 Brainard Street**
Council was presented with a boulevard parking permit for the property known as 120 Brainard Street. Discussion was held.

Motion made by Councillor Bishop to approve the permit application for boulevard parking with the conditions that the parking area allow for 28 feet from both the westerly and easterly property line, the gravel portion no wider than 19 feet, be clearly delineated, and be free from grass and weed growth.

Carried unanimously

Boulevard Parking Permit – 322 Noble Street
Council was presented with a boulevard parking permit for the property known as 322 Noble Street. Discussion was held.

Motion made by Councillor Bishop to approve the permit application for boulevard parking with the conditions that the parking area allow for 10 feet setbacks from both the westerly and easterly property line, the entire gravel portion to be no wider than 20 feet, be clearly delineated, and be free from grass and weed growth.

Carried
unanimously

Campground Bathrooms Discussion
Discussion was held.

Motion made by Councillor Bishop to permanently close the campground bathrooms and the sani-dump.

Deputy Mayor Gorzitza departed 12:41 pm.

Deputy Mayor Gorzitza returned 12:43 pm.

Carried unanimously

Water Plant Autodialler Discussion

In light of the boil water order, Administration has asked Council to consider installing an autodialler in the water plant. Discussion was held.

Motion made by Councillor Bishop to approve the installation of an autodialler in the water plant.

Carried unanimously

Fire Hall Lease Discussion

Discussion was held.

Adjournment:

Adjournment was at 1:12 pm

Mayor – Daniel Doell

Administrator – Jen Durell

**MINUTES OF SPECIAL MEETING OF COUNCIL
Of the Village of Barons
August 25, 2025**

Present: Daniel Doell, Mayor
Ron Gorzitza, Deputy Mayor
Clinton Bishop, Councillor
Jen Durell, Administrator

Recording Secretary: Jen Durell, Recording Secretary

Call to Order: 11:00 am

Guests: *Steven VanHell, Fred Van Hell – Wheatland Millwork.*

Purpose of Meeting: **Bylaw #771 – Revised 2025 Taxation Bylaw**
Council was presented with Bylaw #771, the Revised 2025 Tax Bylaw for their consideration. Discussion was held.

Motion made by Councillor Bishop to read Bylaw #771 a first time, this 25th day of August, 2025.

Carried unanimously

Motion made by Mayor Doell to read Bylaw #771 a second time, this 25th day of August, 2025.

Carried unanimously

And by UNANIMOUS CONSENT of Council a motion made by Deputy Mayor Gorzitza to hold a third and final reading of Bylaw #771, this 25th day of August, 2025.

Carried

Motion made by Deputy Mayor Gorzitza to read Bylaw #771 a third and final time and finally passed this 25th day of August, 2025.

Carried Unanimously

Fire Hall Lease Discussion

A request was made by Wheatland Millwork to meeting with Council to discuss the proposed lease agreement for the Fire Hall. Discussion was held.

Motion made by Councillor Bishop to go in camera at 12:05 pm as per Section 28 of the Access To Information Act.

Carried unanimously

Motion made by Mayor Doell to come out of camera at 1:12 pm.

Carried unanimously

Adjournment:

Adjournment was at 1:14 pm

Mayor – Daniel Doell

Administrator – Jen Durell

**MINUTES OF SPECIAL MEETING OF COUNCIL
Of the Village of Barons
September 2, 2025**

Present: Daniel Doell, Mayor
Ron Gorzitza, Deputy Mayor
Clinton Bishop, Councillor
Jen Durell, Administrator

Recording Secretary: Jen Durell, Recording Secretary

Call to Order: 10:59 am

Guests: *none*

Purpose of Meeting: **Fire Hall Lease Discussion**
Council was presented with the final draft of the lease agreement between the Village of Barons and Wheatland Millwork LTD. Discussion was held.

Personnel Matter - ATIA Section 28(1)(b), POPA Section 13

**Motion made by Mayor Doell to go in camera at 11:10 pm.
Carried unanimously**

**Motion made by Deputy Mayor Gorzitza to come out of camera at 12:54 pm.
Carried unanimously**

Motion made by Councillor Bishop to increase the shop salary budget line by \$15,000.00. Carried unanimously

Adjournment: Adjournment was at 1:06 pm

Mayor – Daniel Doell

Administrator – Jen Durell

Village of Barons
THE MONTH August, 2025
2025 Monthly Statement Ending: August 31 2025

	<u>Revenue</u>	<u>Expenses</u>
Taxes	\$53,934.32	
General Administrative	\$1,075.00	\$13,632.31
Council		\$1,483.60
Fire Hall Building		\$331.59
Bylaw Enforcement	\$30.00	\$1,861.44
Shop		\$1,854.62
Roads and Streets		\$1,639.55
Water/Sewer/Garbage	\$7,123.51	\$13,793.77
Green Acres Requisition		
Recreation Facilities/Parks		\$1,904.19
Casual Wages/STEP		\$5,312.50
Legal		
Telus Rental		
Chinook Arch		
Requisition - School		
Bulk Water	\$222.25	
Auditor		
Xplornet	\$600.00	
Carwash		
Insurance		
ORRSC		
FortisAlberta Franchise	\$1,032.33	
Assessor		
MPC		
Sewer Lift Project		\$6,782.50
Grants	\$110,314.39	
ATCO Gas Franchise Fee	\$674.54	
FCSS Requisition		
Treated Water - Nobleford		
Total	\$175,006.34	\$48,596.07

Bank Balance - as of August 31, 2025	\$545,995.39
Outstanding Cheques as of August 31, 2025	\$6,200.83
GIC	\$340,461.49

2025 Taxes Owing	\$105,776.37
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Outstanding Taxes - Prior to 2025	\$7,904.22
Total Outstanding Taxes	\$113,680.59

Bylaw No. 767 (Bylaw #2023-R001)

**A BYLAW OF THE VILLAGE OF BARONS IN THE PROVINCE OF ALBERTA TO PROVIDE
FOR REGIONAL EMERGENCY MANAGEMENT.**

WHEREAS the Local Authority of the Village of Barons is responsible for the direction and control of its emergency response and is required, under the *Emergency Management Act, Revised Statutes of Alberta 2000, Chapter E-6.8*, (hereinafter referred to as the “Act”) to appoint a Regional Emergency Advisory Committee and to establish and maintain a Regional Emergency Management Agency;

AND WHEREAS it is recognized that an emergency or disaster of a jurisdictional or multi-jurisdictional nature could affect any or all of the following municipalities: Village of Barons, Town of Coalhurst, Town of Nobleford, Town of Picture Butte, and Lethbridge County to such a degree that local resources would be inadequate to cope with the situation; and

AND WHEREAS the Municipalities in the Lethbridge County Region wish to establish a Regional Emergency Advisory Committee, and a Regional Emergency Management Agency, led by a Regional Director of Emergency Management.

NOW THEREFORE, the Municipal Council of the Village of Barons, in the province of Alberta, duly assembled enacts as follows:

1. This Bylaw may be cited as the Regional Emergency Management Bylaw.
2. In this Bylaw:
 - a. **Act** means the Emergency Management Act, Revised Statutes of Alberta 2000, Chapter E-6.8.
 - b. **Chief Elected Official** means the Reeve or Mayor for the Municipality. In the absence of the Reeve or the Mayor it can be the person delegated the authority to act on behalf of the Reeve or Mayor.
 - c. **Council** means the Council of the Village of Barons.
 - d. **Disaster** means an event that may result in serious harm to the safety, health or welfare of people or widespread damage to property.
 - e. **Director of Emergency Management (DEM)** means an individual appointed by resolution of Council responsible for the preparation and coordination of emergency plans and programs for the Municipality.
 - f. **Emergency** means a sudden and temporary event that requires prompt co-ordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property or the environment.
 - g. **Lethbridge County Regional Emergency Advisory Committee** means the committee established under this Bylaw and comprised of a Councillor, or

designate, from each of the partnering municipalities of the Lethbridge County Regional Emergency Management Partnership.

- h. **Lethbridge County Regional Emergency Management Agency** means the agency established under this Bylaw and comprised of the Directors of Emergency Management, or designate, from each of the partnering municipalities of the Lethbridge County Regional Emergency Management Partnership.
 - i. **Lethbridge County Regional Emergency Management Partnership** means those municipalities who have entered into a joint agreement for the purpose of organizing integrated emergency planning, training, assistance, and emergency operations programs.
 - j. **Lethbridge County Regional Emergency Management Plan (REMP)** means the integrated emergency management plan prepared by the Lethbridge County Regional Emergency Management Agency to coordinate response to an emergency or disaster within the geographic boundaries of Lethbridge County.
 - k. **Minister** means the Minister responsible for the Emergency Management Act.
 - l. **Municipality** means any community as referenced in this Bylaw.
 - m. **Parties** means the Village of Barons, Town of Coalhurst, Town of Nobleford, Town of Picture Butte, and Lethbridge County.
 - n. **Regional Director of Emergency Management (RDEM)** means the person responsible to lead the Regional Emergency Management Agency in the preparation for, response to and recovery from a disaster or emergency;
 - o. **Regional Deputy Director of Emergency Management (RDDEM)** means the person responsible for the duties of the Regional Director of Emergency Management in their absence and represents one of the parties in the partnership;
 - p. **Regional Emergency or Disaster** means an event that impacts more than one member of the Regional Emergency Management Partnership that requires a regional coordination to protect the safety, health or welfare of people or to minimize damage to property.
 - q. **Regional Emergency Coordination Centre (RECC)** means the primary and backup facility established and maintained in accordance with the Regional Emergency Management Plan.
3. Council agrees:
- a. To establish a Lethbridge County Regional Emergency Advisory Committee to guide the creation, implementation, and evaluation of the REMP plans and programs and to serve as an advisory function to the Councils of the partnering parties.

- b. Delegate the statutory powers and obligations under the Act to the Lethbridge County Regional Emergency Advisory Committee. This excludes the powers to declare, renew, or terminate a State of Local Emergency (SOLE).
 - c. To establish a Lethbridge County Regional Emergency Management Agency to act as the agent of each Regional Partner to create, implement, and evaluate the REMP plans and Programs.
- 4. Council shall:
 - a. by resolution, appoint one (1) primary and one (1) alternate of its members to serve on the Lethbridge County Regional Emergency Advisory Committee;
 - b. provide for the payment of expenses of the members of the Lethbridge County Regional Emergency Advisory Committee and Agency;
 - c. by resolution, on the recommendation of the Lethbridge County Regional Emergency Advisory Committee, appoint one (1) Director of Emergency Management to serve as a Regional Deputy Director of Emergency Management to perform duties required of the Regional Director of Emergency Management in that person's absence.
- 5. Council may:
 - a. by Bylaw borrow, levy, expropriate and expend, without the consent of the electors, all sums required for the operation of the Lethbridge County Regional Emergency Management Agency; and
 - b. enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid plans and programs.
- 6. The Lethbridge County Regional Emergency Advisory Committee shall:
 - a. consist of one (1) appointed Councillor from the Village of Barons, the Town of Coalhurst, the Town of Nobleford, the Town of Picture Butte, and Lethbridge County of whom will have one (1) vote regarding any matter coming before the committee;
 - b. appoint a Regional Director of Emergency Management;
 - c. appoint one of the members as the Chair of the Committee, whom will hold the position for two years;
 - d. have a quorum of 4 members and a motion or resolution of the Committee may only be passed by an affirmative vote of the majority of the members voting on the motion or resolution;
 - e. meet once a year to review the Lethbridge County Regional Emergency Management Plan and related plans and programs;

- f. approve the Lethbridge County Regional Emergency Management Plan and program;
 - g. review and approve the work plan and budget submitted by the Lethbridge County Regional Emergency Management Agency;
 - h. provide guidance and direction to the Lethbridge County Regional Emergency Management Agency, as per the Local Authority Emergency Management Regulation 2(2)(b);
 - i. Report to respective councils on the development and status of programs and plans on annual basis;
- 7. The Lethbridge County Regional Emergency Advisory Committee during an emergency, will:
 - a. support the DEM, DDEM or alternate in the management of the emergency response and provide strategic direction as required;
 - b. in consultation and coordination with the RECC through the DEM, DDEM or alternate, Committee members may be requested to:
 - i. assist with keeping the community informed using established key messages;
 - ii. serve as a spokesperson if required;
 - iii. engage with other levels of government for financial and resource support;
 - iv. provide briefings to other levels of government; and
 - v. authorize major expenditures as required.
- 8. The Lethbridge County Regional Emergency Management Agency shall be comprised of one or more of the following as designated by the partnership for representation:
 - a. the Regional Director of Emergency Management (serves as the Chair of the Agency) and is responsible for the activation and management of the Agency in the event of an emergency;
 - b. the Regional Deputy Director(s) of Emergency Management; and/or
 - c. the CAO of each municipality; and/or those appointed by the CAO to represent municipal departments as required.
- 9. In addition, any public and private organizations may be invited by the Regional Director to provide representative(s) to the Lethbridge County Regional Emergency Management Agency:
 - a. Community employees;
 - b. representative(s) from Alberta Health Services;

- c. representative(s) from local EMS providers;
 - d. the Local RCMP Detachment, police representative or designate;
 - e. the School Division Superintendent, or designate;
 - f. representative(s) from adjacent municipalities which have entered into mutual aid agreements with the Municipality;
 - g. representative(s) from local industry or industrial associations;
 - h. representative(s) from Alberta Emergency Management Agency; and
 - i. Anybody else who might serve a useful purpose in the preparation or implementation of the Lethbridge County Regional Emergency Management Plan.
10. The Lethbridge County Regional Emergency Management Agency shall:
- a. administer the preparation and implementation of the Lethbridge County Regional Emergency Management Plan and program for the Partnership;
 - b. ensure that in the event of an emergency, an individual or group is designated under the Lethbridge County Regional Emergency Management Plan to act on behalf of the Lethbridge County Regional Emergency Management Agency. The designation of an individual or group of individuals to act on behalf of the Agency shall be guided by the following:
 - i. In the event of an emergency only affecting one municipality, the local DEM will activate a qualified individual to serve as the Incident Commander. If support is required from the Region, the local DEM will request the support and activation of the Region through the Regional DEM, and
 - ii. In the event of a regional emergency or disaster, the Regional DEM will activate the REMP and ensure a qualified individual serves as the Incident Commander for the event.
 - c. coordinate all emergency services and other resources used in an emergency; and/or
 - d. ensure that someone is designated to discharge the responsibilities specified in paragraphs (a), (b), and (c);
 - e. conduct or update the Regional Hazard Identification and Risk Assessment each year;
 - f. develop and implement a regional exercise and training program on behalf of the Partnership;
 - g. act as the response agency on behalf of the Partnership in a local or regional emergency;

- h. review the status of the Regional Emergency Management Plan and related plans and programs at least once each year;
 - i. setup and maintain Regional Command Centres for the Partnership;
 - j. use the command, control and coordination system prescribed by the Managing Director of the Alberta Emergency management Agency and the Local Authority Emergency Management Regulation;
 - k. on an annual basis, report to the Committee, duly assembled, on the status of the Regional Emergency Management Plan and any actions which have been performed.
11. State of Local Emergency
- a. The State of Local Emergency will be declared to obtain Ministerial Powers under Section 19(1) of the Emergency Management Act.
 - b. In the event of an emergency the power to declare, terminate or renew a state of local emergency under the Act, the powers specified in Section 12 of this Bylaw, and the requirements specified in Section 14 of this Bylaw, are hereby delegated to the Chief Elected Official, who may at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a state of local emergency.
12. When a state of local emergency is declared, the following must occur:
- a. ensure that the declaration identifies the nature of the emergency and the area of the municipality in which it exists, and the powers intended to be used;
 - b. cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected; and
 - c. forward a copy of the declaration to the Minister immediately.
13. Subject to Section 14, when a state of local emergency is declared, the Village of Barons may exercise the powers outlined in Section 24 of the Act.
14. When, in the opinion of the person or persons declaring the state of local emergency, an emergency no longer exists in relation to which the declaration was made, they shall, by resolution, terminate the declaration.
15. A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when:
- a. a resolution is passed under Section 14 (Section 23 of the Emergency Management Act);
 - b. a period of seven (7) days has lapsed since it was declared, unless it is renewed by resolution;

- c. if declared due to a Pandemic, a period of 90 days has lapsed since it was declared, unless it is renewed by resolution;
 - d. the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or
 - e. the Minister cancels the state of local emergency.
16. When a declaration of a state of local emergency has been terminated, the person or persons who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected and the Government of Alberta.
17. No action lies against the Municipality or a person acting under the Municipality's direction or authorization for anything done or omitted to be done in good faith while carrying out a power under the Emergency Management Act or the regulations during a state of local emergency.
18. This Bylaw rescinds the previous emergency management bylaw No. #745.
19. This Bylaw shall take effect on the day of final passing thereof.

Introduced and given first reading on this _____ day of _____, 2025.

Given second and third and final reading on this _____ day of _____, 2025.

Given second and third and final reading on this _____ day of _____, 2025.

Click or tap to enter a date.

**Village of Barons
Mayor**

Date

Click or tap to enter a date.

**Village of Barons
Chief Administrative Officer**

Date

Village of Barons
Request For Decision (RFD)

Meeting:	Regular Council
Meeting Date:	September 10, 2025
Originated By:	Jen Durell, Chief Administrative Officer
Title:	ATCO Gas Franchise Fee Rider
Agenda Item Number:	11(c)

BACKGROUND/PROPOSAL:

Annually Council reviews and, if they so choose, can adjust the franchise fee that is collected from ratepayers by ATCO Gas. A franchise fee is a payment for the utility's exclusive right to operate and use municipal land for its distribution infrastructure (gas lines, pipelines etc.) within the Village's boundaries. The franchise fee is set by the Village and must be approved by the Alberta Utilities Commissioner (AUC). This rate is capped at 35% for natural gas. The current franchise fee rate for the Village is 14.97% - This remains unchanged from August 21, 2000.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Currently under the 14.97% franchise fee the Village collects approximately \$14,722 in annual revenue. This helps to offset some of the revenue needing to be collected by way of property taxes and other fees for service.

Based on projected revenues from ATCO Gas, the 2026 franchise fee rider is estimated to be \$14,610, which is a \$112 decrease from the estimated franchise fee revenue for 2025.

FINANCIAL CONSIDERATIONS:

Should Council decide to lower the rate from 14.97%, effective January 1, 2026, then any revenues that are not collected by way of the franchise fee will have to be accounted for elsewhere in the budget, either by budgetary cuts, by way of increasing fees for services, or by taxation.

Should Council decide that the rate remain unchanged then there are no budgetary impacts.

Should Council decide to raise the rate then any additional revenues may mean that budgetary cuts can be avoided, with the potential for some relief of property taxation or savings to capital reserves.

RECOMMENDED ACTION:

1. Council should keep the franchise fee at 14.97% for 2026 to keep in line with other similar sized communities
2. Council could consider increasing the franchise fee, as it has not been touched for 25 years. This increase to be no more than 25%.

ENCLOSURES:

1. ATCO Natural Gas Franchise Fee Estimate for 2026
2. ATCO Gas South Rider A Municipal Franchise Fee

Village of Barons
Request For Decision (RFD)

Meeting:	Regular Council
Meeting Date:	September 10, 2025
Originated By:	Jen Durell, Chief Administrative Officer
Title:	Fortis Franchise Fee Rider
Agenda Item Number:	11(d)

BACKGROUND/PROPOSAL:

Annually Council reviews and, if they so choose, can adjust the franchise fee that is collected from ratepayers by Fortis Alberta. A franchise fee is a payment for the utility's exclusive right to operate and use municipal land for its distribution infrastructure (power lines, etc) within the Village's boundaries. The franchise fee is set by the Village and must be approved by the Alberta Utilities Commissioner (AUC). For electricity, this rate is capped at 20%. The current franchise fee rate for the Village is 5% - This remains unchanged from April 1, 2015.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Currently under the 5% franchise fee the Village collects approximately \$12,387 in annual revenue. This helps to offset some of the revenue needing to be collected by way of property taxes and other fees for service.

Based on projected revenues from Fortis Alberta, the 2026 franchise fee rider is estimated to be \$12,708, which is a \$320 increase from the estimated franchise fee revenue for 2025.

FINANCIAL CONSIDERATIONS:

Should Council decide to lower the rate from 5%, effective January 1, 2026, then any revenues that are not collected by way of the franchise fee will have to be accounted for elsewhere in the budget, either by budgetary cuts, by way of increasing fees for services, or by taxation.

Should Council decide that the rate remain unchanged then there are no budgetary impacts.

Should Council decide to raise the rate then any additional revenues may mean that budgetary cuts can be avoided, with the potential for some relief of property taxation or savings to capital reserves.

Initials show support –

Reviewed By: CAO: Jen Durell

RECOMMENDED ACTION:

1. Council should keep the franchise fee at 5% for 2026. This keeps the Village comparable to other communities
2. Council could consider increasing the franchise fee to keep in line with other similar sized communities. This increase to be no more than 15%.

ENCLOSURES:

1. Fortis Alberta Municipal Franchise Fee Riders
2. 2026 Franchise Calculator