

## **Agenda**

### **Village of Barons Regular Council Meeting Tuesday, January 13, 2026 At 7:00 p.m.**

1. Call to Order
2. Guests: Trevor Shaw - Rabbits
3. Approval of Agenda
4. Approval of December 9, 2025 Regular Council Meeting Minutes
5. Business Arising:
  - a. Bylaw #773 – Remuneration Bylaw
  - b. Bylaw # 774 – Updated Assessment Review Board Bylaw
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. Policy #061 – Village Owned Lot Prices Discussion
  - b. February Council Meeting Discussion
  - c. Library Board Discussion
  - d. Leaders Dinner Discussion
  - e. Admin Vacation Request
12. Closed Session
  - a. None
13. Adjournment

# Homesteading Family

By Josh Thomas

<https://homesteadingfamily.com/raising-rabbits-for-meat/>

June 1, 2024

Raising rabbits for meat has gained popularity in recent years. Mostly because of their relatively low maintenance compared to other livestock. Daniel Salatin is sharing the ease and practicality of raising rabbits for meat, covering everything from their benefits to practical considerations like daily care, feeding, processing, and breed selection.

## About Daniel Salatin

There's no better way to develop small-farming entrepreneurial savvy than by tagging along after an expert...*especially when that expert is your dad!* Joel Salatin's son, Daniel, grew up on Polyface Farms and absorbed his father's agro-ecological practices through a lifetime of full-immersion participation.

Daniel started his career early, carrying freshly processed chickens when he was in diapers, and by age 7, he'd started his first entrepreneurial venture: a pastured rabbit enterprise. That business is still continuing today, despite having the normal ups and downs, and it's given him first-hand experience with marketing, processing, research and development, and reinvestment of profits.

Today, Daniel spends his days running the day-to-day operations of Polyface Farms: orchestrating animal movement, scheduling daily tasks and overseeing apprentice training. He is married to Polyface marketing director Sheri Salatin and has two sons and one daughter.

## Why Raise Meat Rabbits

Rabbits are a great source of meat on the homestead for multiple reasons. They're a sustainable food source, have a fast harvest date, require minimal care and time investment, have low feed costs, and they're easy to butcher and process.

They make a great introductory animal to the homesteading lifestyle as they require very little infrastructure. You don't need a barn or acreage to raise them, and with a simple hutch, a feeder and a waterer you're ready to go!

Daniel also mentions that they are small and easy to care for, making them a great option for those with limited mobility. Where someone may not be able to chase and catch a chicken when it's time to butcher, rabbits are an easier option.

Furthermore, they offer great flexibility for those with a busy schedule.

## **Lean Meat Source**

Rabbit meat is renowned for its lean, tender quality with a subtle, gamey flavor. Daniel likens it to being the flavor of dark meat with the texture of a chicken breast. If the flavor concerns you, Daniel assures us that slow cooking or stewing the rabbit meat, pulling it off the bone, and then using it in a casserole, soup or stew, will make it undetectable that it's not chicken.

It's a healthy alternative to other meats, being low in fat and cholesterol. Additionally, rabbit meat is rich in protein, vitamins, and minerals, making it a nutritious choice for any diet.

## **Sustainable Food Source**

Rabbits are efficient converters of feed to meat, making them a sustainable food source for both small-scale and larger operations. They produce dark meat that's similar in consistency to a chicken breast.

Compared to other livestock, they require less feed, reducing the environmental impact associated with meat production.

Rabbits are also easy to breed. If you've ever raised broiler chickens, you know breeding them is usually not a viable option for a sustainable meat source. So rabbits fill that gap in both sustainability and food security.

## **Quick to Reach Harvest Date**

Rabbits reach harvest age relatively quickly, with different stages suitable for different culinary purposes:

- **8-Week-Old (Fryer):** Ideal for tender, smaller cuts suitable for frying or grilling.
- **12-Week-Old (Roaster):** Provides slightly larger cuts with more flavor, perfect for roasting or baking.
- **12+ Week-Old (Stewer):** Offers meat with more depth of flavor, ideal for slow cooking in stews or braises.

If you're nervous about the gamey flavor, Daniel recommends butchering closer to the 10-week mark.

## Minimal Care and Time Investment

One of the biggest draws of raising rabbits for meat is the minimal care they require. Daily chores are quick and straightforward, allowing for easy integration into busy lifestyles.

Rabbits are relatively independent animals, requiring only basic care such as feeding, watering, and cleaning their living quarters.

Though they do best with regular breeding, you can postpone breeding by a couple of weeks if it works better for your schedule.

Their butcher date can also be flexible. Anywhere between 8–12 weeks. So you won't have to cancel that family reunion because you need to stay home and butcher the meat rabbits.

## Minimal Feed Cost

Rabbits have a low Feed Conversion Ratio (FCR), meaning they require less feed compared to other common livestock like cattle or pigs.

If you're looking for a sustainable way to feed rabbits, Daniel mentions they can survive off of hay, grasses, weeds and vegetables (beets, sweet potatoes, etc.) from the garden.

However, if you're looking for ease of raising and breeding rabbits, Daniel recommends a simple alfalfa pellet rabbit feed. It will have everything the rabbit needs to grow big and healthy while also maintaining their reproductive system.

To get an idea of how much feed rabbits will eat, Daniel shared that an average-sized 9–11 pound rabbit will eat anywhere from 2–4% of its body weight in alfalfa pellet feed daily.



However, a lactating doe (female rabbit) or growing rabbits should free-feed. This means they should have access to as much feed as their bodies need (Daniel says this could be as high as 8% of their body weight daily).

The decision is up to you with how self-sustainable you want to become. Daniel also shared that anything you put in a rabbit's cage will get chewed, gnawed on, or dumped over. So whatever you use for their feed and water, make sure it's secured and sturdy.

## Free Manure for Your Garden

Rabbit manure is a nutrient-rich fertilizer that can be used to **improve soil fertility in gardens** (<https://homesteadingfamily.com/making-raised-garden-bed-rows/>). It's readily available and can be **composted** (<https://homesteadingfamily.com/how-to-make-compost-the-easy-way/>) for added benefits.

Unlike other livestock manures, rabbit manure can be applied directly to plants without the risk of burning, making it a convenient and eco-friendly option for gardeners.

## Easy to Process

Processing rabbits for meat is relatively simple once you're familiar with the process. With practice, one rabbit can be processed in about five minutes, making it a feasible option for home meat production.

Additionally, rabbits can be processed using basic tools and equipment found in most households, reducing the need for specialized machinery (no pluckers or scalders necessary). Daniel says with just two strings and a board, you're ready to go!

In comparison to butchering meat chickens, this is a big difference!

Daniel does mention that because rabbits are herbivores, they'll taste best if eaten after they've chilled for 24-48 hours. That's not to say you couldn't butcher a rabbit for dinner the same day, but the taste will improve if they've had a chance to rest.

# Suitable for Small Homesteads or Backyard Endeavors

Raising rabbits requires minimal space, making it ideal for smaller homesteads or even urban backyard setups. With proper housing and care, rabbits can thrive in confined spaces. This makes them a practical choice for individuals with limited land or resources.

## Choosing the Right Breed

There are numerous rabbit breeds suitable for meat production, each with its own characteristics and advantages. Daniel recommends choosing from the medium to medium-large breeds (9–11 pounds when fully grown). Daniel recommends avoiding the small and dwarf breeds as they don't produce much meat, as well as the larger varieties as they can get very big.

The medium to medium-large varieties Daniel recommends include:

- **New Zealand**
- **Californian**
- **Silver Fox**

When selecting a breed, the most important consideration should be your climate. Purchase a breed that can withstand whatever your climate has to offer, whether that's extreme summer heat, cold winters, dry or damp conditions, etc. Other factors to consider when purchasing a rabbit breed are its growth rate, meat quality, and temperament.

## How Many to Start With and Reproduction Rate



Many beginners opt to start with a trio of two does and a buck, allowing for steady reproduction and meat production. Rabbits multiply quickly. Does are capable of producing multiple litters each year (upwards of 30 rabbits per year).

By carefully managing breeding schedules and litter sizes, you can maintain a consistent supply of meat for your family or market.

Watch the video interview with Daniel at the top of this post to learn how to properly breed your trio (or quad) of rabbits to prevent future genetic issues. His example begins at minute 46:33.

Rabbits have a very quick reproduction rate; with a four-week gestation period and 8-12 weeks until butchering, you're looking at about a 12-16-week timeframe from breeding to butchering.

A first-time doe can be bred at about 18-22 weeks. This is something to take into consideration when purchasing a trio. The closer to that age you buy, the more the rabbits will cost. However, you'll also be closer to a return on your investment.

## Recommendations for Housing

Proper housing is essential for the health and well-being of rabbits. A hutch or similar enclosure should provide adequate space for each rabbit, along with protection from predators and the elements.

Each rabbit (doe) should have her own cage. If you put does together, they'll fight one another and, typically, only one doe will be able to produce litters.

Each doe should ideally have a cage that's 30"x30"x18", which will provide enough room to move around comfortably. The cage should also have ½"x1" hardware cloth on the bottom to provide good support for their feet and 1"x2" hardware cloth around the other sides of the cage to provide protection from predators. *will be in green house protection not needed.*

If you live with inclement weather, you'll also want to consider protection from the elements.

Regular cleaning and maintenance of housing facilities are necessary to prevent disease and ensure optimal living conditions for your rabbits.

## Startup Cost

A typical setup for your rabbits would be some kind of cage or hutch that's set up over a tray or container that can catch their waste. Daniel recommends lining that container with carbon materials (straw, woodchips, dried leaves, etc.) to help with smell.



He says you could build and fully set up 6–8 of these cages for about \$200–\$300. This includes feeders and waterers.

All together, including your breeding trio, feed and all the supplies for housing, you should expect to invest around \$500 to get started.

If your two does produce well, this could mean about 60 rabbits a year, each providing around 3 pounds of meat (2 pounds of meat without bones). This equates to roughly 180 pounds of meat at \$2.75 per pound for the first year. The following year, you're already well ahead because you don't need to reinvest that money. Now, you're harvesting 180 pounds of meat per year for just the cost of feed.

Though we're not yet raising meat rabbits here at Riverbend, I'm hoping one of our children will learn from Daniel and get inspired to start their own venture.

Raising rabbits for meat is one of the easiest gateway animals for meat production on a homestead or even a small backyard. Whether you're looking to supplement your family's meat supply or start a small-scale meat production operation, rabbits are a practical option.

With the right knowledge and preparation, anyone can successfully raise rabbits for meat.

## Where to Find Daniel

- [Polyfacefarms.com](http://polyfacefarms.com) (<http://polyfacefarms.com>)
- [Instagram](https://www.instagram.com/polyfacefarm/) (<https://www.instagram.com/polyfacefarm/>)
- [Facebook](https://www.facebook.com/Polyfacefarm) (<https://www.facebook.com/Polyfacefarm>)
- You can also see Daniel in person at this year's **Modern Homesteading Conference** (<https://modernhomesteading.com/>) in North Idaho, where Carolyn and I will also be speaking, along with Daniel's dad, Joel and many other great speakers and teachers.

## More Posts You May Enjoy

- [How to Raise a Year's Worth of Meat](https://homesteadingfamily.com/how-to-raise-a-years-worth-of-meat/) (<https://homesteadingfamily.com/how-to-raise-a-years-worth-of-meat/>)
- [Raising Backyard Meat Chickens](https://homesteadingfamily.com/everything-you-need-to-know-about-raising-meat-chickens/) (<https://homesteadingfamily.com/everything-you-need-to-know-about-raising-meat-chickens/>)

- How Much Land is Needed to Raise a Year of Food  
(<https://homesteadingfamily.com/how-much-land-is-needed-to-raise-a-years-worth-of-food/>)
- Mineral Supplements for Livestock (<https://homesteadingfamily.com/mineral-supplements-for-livestock/>)
- Raising Goats 101: For Dairy with Anne of All Trades  
(<https://homesteadingfamily.com/raising-goats-for-dairy/>)

**MINUTES OF REGULAR MEETING OF COUNCIL  
of the Village of Barons  
December 9, 2025**

***Present:*** Kyle Prince, Mayor  
Belinda Rempel, Deputy Mayor  
Robert Baird, Councillor  
Jen Durell, Administrator

***Absent:*** None

***Recording Secretary:*** Jen Durell, Recording Secretary

***Call to Order:*** Call to order at 7:01 p.m.

***Guests:*** None

***Approval of Agenda:*** **Motion made by Mayor Prince to move item 12(a) out of the closed session and into new business as item 11(e).**  
**Carried unanimously**

**Motion made by Deputy Mayor Rempel to approve the agenda with the amendments as discussed.**  
**Carried Unanimously**

***Minutes:*** To accept the minutes of the November 10, 2025 Regular Council Meeting minutes as presented.

**Motion made by Mayor Prince to accept the minutes of the November 10, 2025 Regular Council meeting as presented.**  
**Carried Unanimously**

***Business Arising:*** **a) Policy #085 – Council Devices Policy**  
Council was presented with Policy #086 – Council Devices Policy for their consideration. Discussion was held.

**Motion made by Mayor Prince to adopt Policy #085 – Council Devices Policy as presented.** **Carried unanimously**

**b) Bylaw #773 – Remuneration Bylaw**  
Council was presented with Bylaw #773 – Remuneration Bylaw Amendment for their consideration. Discussion was held

**Motion made by Mayor Prince to read Bylaw #773 a first time this 9th day of December, 2025.** **Carried unanimously.**



**Motion made by Deputy Mayor Rempel to read Bylaw #773 a second time this 9th day of December, 2025.**

**Carried unanimously.**

***Village Foreman Report:***

Snow removal has been taking up a majority of time as of late. Attempting to keep roads and walks passible. Unfortunately there was an incident with the plow truck where it hit the ditch. No injuries and no damage to the truck or equipment. A big thank you to Tom Diplock for his assistance in getting out of the ditch. Plow truck sander was down for maintenance but it is back in operation. Work continues as weather permits to attempt to diagnose the car wash system to see if it is repairable. The water pooling at the Greenhouse remains a mystery. Have spoken with previous town men, our engineers, consulted maps, etc. and to our records, there is no water line under Railway Avenue. Testing has been done on the water, and there are no chlorine residuals, as well as the pH is different from the water at the plant, so it leaves us stumped as to where the water may be coming from. Water pumphouse and sewer lift station are both running smoothly. Christmas lights on Main Street will be going up this week.

***Administrators Report:***

Had Xplore out to upgrade our internet connection. Unfortunately, Xplore cannot deliver the speeds we would need for the Council Meeting Streaming Strategy, so we are now exploring other options, such as the TELUS hub or Starlink for increasing the bandwidth. Attended the ABMuni's convention in Calgary which was a great networking and learning opportunity. Highlights of which were the session regarding Intermunicipal Collaboration, as well as the Municipal Affairs Address and the Minister's Dialogue sessions. The Village Auditors were here November 18 and 19 for the pre-audit. We have completed the hardware upgrades at the office with the municipal software transition taking place. Attended a meeting with FCSS to discuss priorities for 2026. Also attended the Regional Emergency Management Partnership Tabletop exercise, which was a resounding success.

***Correspondence:***

- Chinook Sexual Assault Centre
- National Police Federation Report and Slide Deck
- ORRSC – Assessment Review Board Member Training
- Land and Property Rights Tribunal – Assessment Review Board and Subdivision Appeal Board Training
- October Bank Reconciliation

**Motion made by Mayor Prince to accept the correspondence as presented.**

**Carried unanimously.**

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

**Motion made by Deputy Mayor Rempel to approve the accounts payable for the months of November, 2025.**

**Carried unanimously**

**Motion made by Councillor Baird to approve the monthly statement for November, 2025.**

**Carried unanimously**

**Committee Reports:**

- a) **ORRSC**  
Decided to go to a more conservative funding model. Variable charges have dried up since 2021/2022. No more IMP's and IMDP's. Going to a member pay system which will cover static expenses. Budget went up 14% this year, which translates to a \$700 increase for Barons. Vice Chair was reelected; Chris Northcott was reelected president.
- b) **Green Acres**  
Starting annual Christmas parties. Mostly confidential financials.
- c) **CFLR (Community Futures Lethbridge Region)**  
Interesting meeting. Provides loans to small businesses as well as Blackfoot signage program. Mostly confidential financials
- d) **FCSS (Family Community and Social Services)**  
Attended FCSSAA conference. Most FCSS groups are small, whereas ours comprises of 16 member communities and benefits from the large pool. FCSS Director was elected as co-chair of the FCSS Directors Network.
- e) **Mayors and Reeves**  
Not much to report. Have not heard back from Alberta Liquor and Gaming on when they will come do a presentation. Library boards are now being passed over for Casinos if they have members of staff on the friends of the library board. Supposed to have a presentation from Healthy aging in the new year. No answers about first come, first serve water rights from the Minister. Heard about issues with Chinook Arch telecom system.
- f) **Chinook Arch Library System**  
Attended via Zoom. Meeting was garbled. Revisions to existing policies and elected executives. Conversations re: budget.

Mayor Prince attended the trustee extravaganza. Lots of great discussion. Has been brainstorming about starting a library board

in Barons so they can access grant funds, and partnering with the Carmangay Library for increased programming and access.

g) **Ag Society**

Nothing to report at this time.

h) **Emergency Advisory Committee**

The Regional Partnership held their first tabletop exercise on December 3rd at the County Office. The exercise was a great success and was very informative. It was fantastic to see the plan at work and to show how we all work together to manage disasters/emergencies. The ministerial order approval has finally been granted, so the Regional Partnership and our individual commitment to same has now been solidified.

i) **Carmangay Library**

Getting to know everyone was nice. Very exciting things upcoming in the summer. Library attendant is doing a fantastic job as per librarian. Wants to expand the library. Discussed funding for the potential of getting a summer student in Barons this summer. Has Wi-Fi sticks on loan.

Wants to discuss at budget to enhance our requisition to Carmangay library.

***New Business:***

a) **Utility Relief Application**

Council was presented with an application by the Barons Memorial United Church for the Utility Relief for Non-Profits program. Discussion was held.

**Motion made by Mayor Prince to provide relief from utilities for the Barons Memorial United Church for the 2026 calendar year.**

**For: Councillor Baird and  
Deputy Mayor Rempel  
Against: Mayor Prince  
2 for, 1 against. Carried.**

b) **Interim Budget**

Council was presented with the 2025 Interim Budget for their consideration.

**Motion made by Mayor Prince to approve the 2025 Interim Budget as presented. Carried Unanimously.**

c) **Village Holiday Schedule**

As in previous years, the Village Office and Public Works have been closed between Christmas and New Year's. It is proposed

that the Office and Public Works be closed between noon on December 23rd to January 5th, 2026 inclusive.

**Motion made by Deputy Mayor Rempel to close the Village Office and Public Works on December 23rd at 12:00 noon and remain closed until January 5th, 2026 inclusive.**

**Carried Unanimously**

- d) Bylaw #774 – Regional Assessment Review Board Bylaw**  
Council was presented with Bylaw #774 – Remuneration Bylaw Amendment for their consideration. Discussion was held

**Motion made by Mayor Prince to read Bylaw #774 a first time this 9th day of December, 2025. Carried unanimously.**

**Motion made by Mayor Prince to read Bylaw #774 a second time this 9th day of December, 2025.**

**Carried unanimously.**

- e) AB Food Rescue Discussion**  
Council was presented with emails from AB Food Rescue. Discussion was held.

**Mayor Prince abstains from discussion due to a potential conflict of interest as per Section 172.1 of the Municipal Government Act.**

**Mayor Prince departed the meeting at 7:57 pm**

**Motion made by Councillor Baird to instruct administration to start lease negotiations with AB Food Rescue for the purposes of renting space for their operations.**

**Carried**

**Motion made by Deputy Mayor Rempel to have a 5 minute recess at 8:15 pm**

**Carried**

**Mayor Prince returned to the meeting at 8:26 pm.**

**Motion made by Mayor Prince to reconvene the meeting at 8:27 pm.**

**Carried unanimously**

***Closed Session:* a) Wages and Christmas Bonuses - ATIA Section 29 (1)(a)**

**Motion made by Mayor Prince to go incamera at 8:32 p.m under the ATIA Section 23(1)(a).**

**Carried Unanimously**

**Motion made by Mayor Prince to come out of camera at 3:07 p.m. Carried Unanimously**

**Motion made by Deputy Mayor Rempel to approve a 2.2% cost of living increase for the Public Works Foreman effective January 1, 2026. Carried Unanimously.**

**Motion made by Deputy Mayor Rempel to approve a 6.5% for the Administrator, effective January 1, 2026. Carried Unanimously.**

**Motion made by Councillor Baird to approve a \$1/hour increase for the support staff, effective January 1, 2026. Carried Unanimously.**

**Motion made by Mayor Prince to provide a Christmas bonus of \$500.00 for Administrator Durell and \$250.00 for Public Works Foreman and for the Casual Employees. Carried Unanimously.**

***Adjournment:***

Adjournment of the meeting was at 9:11 p.m.

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**Mayor – Kyle Prince**

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**Administrator – Jen Durell**

**Village of Barons  
IN THE PROVINCE OF ALBERTA  
BYLAW #773**

**A BYLAW OF THE VILLAGE OF BARONS IN THE PROVINCE OF ALBERTA, TO AMEND  
BYLAW NO. 737,**

**WHEREAS**, it is expedient to make provisions for the remuneration, allowances, expenses and benefits of the Mayor, Council, Chief Administrative Officer, Public Works, Emergency Management Committee, Municipal Planning Committee and other Village Employees and to reimburse the expenses incurred while carrying out the functions on behalf of the municipality or when authorized to do so.

**NOW THEREFORE**, the Council of the Village of Barons, in the Province of Alberta, duly assembled, hereby enacts as follows:

**PURSUANT** to section 7, (a), (c) of the Alberta Municipal Government act, Chapter M-26, the Village of Barons, in the Province of Alberta has deemed it necessary to make the following amendments to Bylaw #737:

- to amend and remove “Regular ceremonial or statutory duties” as a paid expense under remuneration and allowances;
- to amend Schedule “A” to reflect all members of council to receive \$125.00 for the monthly stipend, regardless of position held; and
- to amend Schedule “A” to state that Accommodations to be paid with no receipt required be reduced to \$50.00.
- to amend Schedule “A” to remove “Regular ceremonial or statutory duties.

This Bylaw comes into force upon the date of passing of the third and final reading thereof.

**Read a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2025**

**Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2025**

**Presented for Consideration for a third and final reading this \_\_\_\_\_ day of \_\_\_\_\_, 2025**

**Read a third and final time this \_\_\_\_\_ day of \_\_\_\_\_, 2025**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
Administrator



## **VILLAGE OF BARONS BYLAW #774**

**BEING A BYLAW OF THE VILLAGE OF BARONS, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING A REGIONAL ASSESSMENT REVIEW BOARD, THE APPOINTMENT OF THE CHAIR, AND THE APPOINTMENT OF THE CLERK FOR THE ASSESSMENT REVIEW BOARDS;**

**WHEREAS**, section 454 of the *Municipal Government Act*, states that council must by bylaw establish a local assessment review board and a composite assessment review board; and

**WHEREAS**, section 455(1) of the *Municipal Government Act*, states that two or more councils may agree to jointly establish the local assessment review board or the composite review board, or both, to have jurisdiction in their municipalities; and

**WHEREAS**, section 455(2) of the *Municipal Government Act*, requires that Council must jointly designate one of the board members as chair; and,

**WHEREAS**, section 456(2) of the *Municipal Government Act*, requires that Council must jointly appoint a person to act as the Clerk of the Assessment Review Boards; and

**WHEREAS**, the Oldman River Regional Services Commission (Commission) and Municipalities within the region, jointly wish to establish a Regional Assessment Review Board to exercise the functions of a Local Assessment Review Board (LARB) and the functions of a Composite Assessment Review Board (CARB) under the provisions of the *Municipal Government Act* in respect of assessment complaints made by an assessed person or taxpayer of a Regional Member Municipality;

**NOW THEREFORE**, the Council of the Village of Barons, duly assembled, enacts as follows:

### **1. TITLE**

- 1.1 The title of this Bylaw shall be the “ORRSC Regional Assessment Review Board Bylaw”.

### **2. DEFINITIONS**

- 2.1 Except as otherwise provided herein, words in this Bylaw shall have the meanings prescribed in section 453 of the *MGA*.
- 2.2 In this bylaw the following terms shall have the meanings shown:
- a. **Agreement** means the ORRSC Regional Assessment Review Board Services Agreement currently in force, as authorized by Council and executed in partnership with the Commission, and any successor agreements, whereby the Commission provides Assessment Review Board Services to the Member Municipality.
  - b. **Alternate** means a person who is available to perform the duties of a board member in the event the member is unable to fulfil Board duties.
  - c. **Board** means the ORRSC Regional Assessment Review Board.

- d. **Board Member** means an appointed elected official or lay member to the ORRSC Regional Assessment Review Board, who are appointed by a Member Municipality's Council.
- e. **Clerk** means the designated officer appointed as clerk to carry out the duties and functions of the assessment review board as required under section 456 of the *Municipal Government Act*.
- f. **Commission** means the Oldman River Regional Service Commission.
- g. **Composite Assessment Review Board (CARB)** means the composite assessment review board established in accordance with the *Municipal Government Act* hears complaints on assessment notices for property other than the property described in section 460.1 of the *Municipal Government Act*.
- h. **Lay Member** means an appointed person who is not an elected official nor do they represent a specific organization, who is appointed by a Member Municipality's Council to the ORRSC Regional Assessment Review Board.
- i. **Local Assessment Review Board (LARB)** means the Local Assessment Review Board established in accordance with the *Municipal Government Act* hears complaints on assessment notices for property other than the property described in section 460.1 of the *Municipal Government Act*.
- j. **Member** means a member of the ORRSC Regional Assessment Review Board.
- k. **Member Municipality** means the municipality who has signed the ORRSC Regional Assessment Review Board Services Agreement and passed the ORRSC Regional Assessment Review Board Bylaw.
- l. **MGA** means the *Municipal Government Act* of Alberta, RSA 2000, Ch. M-26, as amended and Regulations passed under that Act.
- m. **ORRSC Regional Assessment Review Board** means the board appointed to hear appeals on tax and assessment notices established in accordance with section 454 of the *Municipal Government Act*, and includes the Local Assessment Review Board (LARB), the Regional Local Assessment Review Board (RLARB), the Composite Assessment Review Board (CARB), and the Regional Composite Assessment Review Board (RCARB).
- n. **Panel** means the group of assigned Board Members actively sitting to hear and decide on an appeal hearing.
- o. **Panel Member** means an individual member to the ORRSC Regional Assessment Review Board, who are participating in an active appeal hearing.

- p. **Provincial Member** means a person appointed as a provincial member to a CARB by the Minister in accordance with the *Municipal Government Act* and the *Matters Relating to Assessment Complaints Regulation*.
- q. **Regional Member Municipality** means those municipalities who enter into an agreement with the Commission to jointly establish the ORRSC Regional Assessment Review Board and who enact a bylaw substantially in the form of this bylaw.
- r. **Regulations** means the Matters Relating to Assessment Complaints Regulation.

### **3. ESTABLISHMENT OF BOARDS**

- 3.1 That Council hereby establishes the following boards:
  - a. a LARB that hears complaints referred to in section 460.1(1) of the *MGA*; and,
  - b. a CARB that heads complaints referred to in section 460.1(2) of the *MGA*.
- 3.2 The Regional Municipal Members, which includes Village of Barons hereby jointly establish the ORRSC Regional Assessment Review Board to exercise functions of a Local Assessment Review Board and the functions of a Composite Assessment Review Board.
- 3.3 Each Member Municipality is responsible for establishing filing fees and administering policies in respect to refunding filing fees in accordance with the *MGA* and the Regulations.
- 3.4 The Member Municipality will provide administrative support and resources to the Board, as required.

### **4. JURISDICTION OF THE BOARD**

- 4.1 That the Boards shall have jurisdiction to exercise the functions of a local assessment review board and the functions of a composite assessment review board under the provision of the *MGA* in respect of assessment complaints made by taxpayers of a Regional Member Municipality.

### **5. DELEGATION OF AUTHORITY**

- 5.1 In accordance with its authority under the *MGA*, Council hereby delegates the Clerk the authority to:
  - a. jointly prescribe remuneration and expenses payable to each Member of the Board and the Chair, in accordance with the agreement and/or board policies or procedures; and
  - b. jointly appoint a Board Member as the Chair of the LARB and CARB and prescribe the term of office; and,

- c. jointly appoint lay members and elected officials to the ORRSC Regional Assessment Review Board, if required.
- 5.2 Council delegates the Chief Administrative Officer of the Commission to appoint the final list of Board Members received from the Member Municipalities to the Local Assessment Review Board and the Composite Assessment Review Board on an as needed basis, in accordance with the requirements of the *MGA*.

## **6. APPOINTMENT OF BOARD MEMBERS**

- 6.1 Each Member Municipality may elect to appoint one lay member and one member of Council to be a Board Member by resolution of Council.
- 6.2 The Chief Administrative Officer of the Commission will appoint the final list of Board Members received from the Member Municipalities to the Local Assessment Review Board and the Composite Assessment Review Board on an as needed basis, in accordance with the requirements of the *MGA*.
- 6.3 The Clerk may appoint lay members to fulfill the needs of the Board, as required.
- 6.4 The Board shall endeavour to consist of a minimum of twenty members.
- 6.5 Failure to meet the number of board members imposed by section 6.4 does not invalidate the board.

## **7. TERMS OF APPOINTMENT**

- 7.1 Unless otherwise stated by the Member Municipality, all Members are appointed for three-year terms.
- 7.2 If a vacancy on the Board occurs the Member Municipality who made the appointment, or the Clerk, may appoint a new person to fill the vacancy.
- 7.3 A Member may be re-appointed to the Board at the expiration of their term.
- 7.4 A Member may resign from the Board at any time on written notice to the Clerk and to the Member Municipality to that effect.
- 7.5 The Member Municipality may remove their designated Member at any time, with written notice given to the Clerk.
- 7.6 The Clerk may remove a Member for cause or misconduct and will report their removal to the Member Municipality who made the appointment.
- 7.7 Upon being appointed, the Member must successfully complete the training as prescribed by the Minister prior to participating in a hearing.

## **8. CHAIR**

- 8.1 In accordance with section 5 of this Bylaw, the Clerk shall:
- a. jointly appoint a Member as the Chair of the LARB and CARB;
  - b. prescribe the term of office for the Chair; and
  - c. prescribe the remuneration and expenses payable to the Chair.
- 8.2 The Chair delegates the Clerk to select Board Members to convene a panel to hear assessment complaints as required in the *MGA* and section 8 of this Bylaw.

## **9. PANELS OF THE BOARD**

- 9.1 The Board shall sit in panels to hear assessment complaints as the nature of the complaint may permit or require:
- a. a three persons panel when the Board is acting as a Local Assessment Review Board;
  - b. a two persons panel when the Board is acting as a Composite Assessment Review Board; or
  - c. a single member when the Board is acting as a Single Member Composite Assessment Review Board or a Single Member Individual Local Assessment Review Board.
- 9.2 When sitting as the CARB, the Presiding Officer shall be the appointed Provincial Member.
- 9.3 When sitting as the LARB the Presiding Officer shall be the determined by the panel.
- 9.4 Where a panel has only one Member, that Member is the Presiding Officer.
- 9.5 Unless an order from the Minister authorizes otherwise, the panel may not:
- a. consists of more than one councillor to a three persons panel; and,
  - b. a single member CARB or LARB panel cannot consist of a councillor.
- 9.6 When possible, a three person panel will include one Member who is appointed by the Member Municipality under whose jurisdiction the complaint arises, unless otherwise requested by the Municipality.

## **10. PRESIDING OFFICER**

- 10.1 The Presiding Officer of a panel:
- a. will preside over and be responsible for the conduct of meetings;

- b. may limit a submission if it is determined to be repetitious or in any manner inappropriate; and
- c. will vote on matters submitted to the panel unless otherwise disqualified.

## **11. CLERK OF THE ORRSC REGIONAL ASSESSMENT REVIEW BOARD**

11.1 That Council jointly appoints the Chief Administrative Officer of the Oldman River Regional Services Commission as the Assessment Review Board Clerk of the ORRSC Regional Assessment Review Board.

11.2 The Clerk shall:

- a. assist the Board in fulfilling its mandate;
- b. prescribe the remuneration and expenses payable to each member of the ORRSC Regional Assessment Review Board in accordance with the agreement and/or Board policies or procedures;
- c. may appoint and delegate a Commission employee the duties and functions of the ORRSC Regional Assessment Review Board Clerk providing they have successfully completed the training as prescribed by the Minister;
- d. shall issue instructions to independent legal counsel for the Board or panel of the Board; and,
- e. may, at the request of the Presiding Officer of a panel of the Board sign orders, decisions and documents issued by the panel of the Board; and,
- f. may assist in any other administrative role as required by the Board or the panel.

## **12. HEARINGS**

12.1 Hearings will be held at such time and place as determined by the Clerk and/or Board policies or procedures.

12.2 The proceedings and deliberations of the Board must be conducted in public except where the Board deals with information protected from disclosure under the provisions of the *Access to Information Act and the Protection of Privacy Act*.

## **13. QUORUM AND VOTING**

13.1 The quorum for panels of the Board shall be as established by the *MGA*, namely:

- a. two Members of a panel acting as a LARB; and
- b. one Member and the Provincial Member of a panel acting as a CARB.



- 13.2 All members must vote on all matters before the Board unless a pecuniary interest or a conflict of interest is declared.
- 13.3 The majority vote of those Members present and voting constitutes the decision of the Board.
- 13.4 Where a member of a panel absents himself or herself from the proceedings due to a conflict of interest or a pecuniary interest, a replacement member of the panel shall be appointed.

#### **14. CONFLICT OF INTEREST**

- 14.1 Where a member of the Board is of the opinion that he or she has a conflict of interest in respect of a matter before the Board, the member may remove himself or herself from Board proceedings while that matter is being discussed, provided that prior to leaving the meeting, the member:
  - a. declares that he or she has a conflict of interest; and
  - b. describes in general terms the nature of the conflict of interest.
- 14.2 The Clerk shall cause a record to be made in the Minutes of the members' absence and the reasons for it.
- 14.3 For the purposes of this provision, a member has a conflict of interest in a respect of a matter before the Board when he or she is of the opinion that:
  - a. he or she has a personal interest in the matter which would conflict with his or her obligation as a member to fairly consider the issue; or
  - b. substantial doubt as to the ethical integrity of the member would be raised in the minds of a reasonable observer if that member were to participate in the consideration of that matter.

#### **15. PECUNIARY INTEREST**

- 15.1 The pecuniary interest provisions of the MGA apply to all members of the Board while attending meetings of the Board.
- 15.2 A Board member who fails to declare a pecuniary interest in a matter before the Board, or fails to absent himself or herself from proceedings dealing with such a matter, ceases to be a member of the Board.

#### **16. COMMENCEMENT OF APPEALS**

- 16.1 In accordance with the *MGA*, an assessed person or a taxpayer may commence an assessment complaint by:
- a. submitting the required documentation by electronic mail, or by mailing or delivering to the address specified on the assessment or tax notice a complaint in the form set out in the '*Matters Relating to Assessment Complaints*' regulation and within the time specified in the *MGA*; and
  - b. paying the applicable fee.
- 16.2 Upon receipt of an assessment complaint, the Member Municipality shall provide the Commission a completed Assessment Review Board Complaint form and supporting documentation in a timely manner.

## **17. RULES OF ORDER**

- 17.1 The Board will conduct hearings and board meetings in accordance with:
- a. the provisions of the *MGA* and related regulations;
  - b. principals of natural justice and procedural fairness; and
  - c. the Board's own policies and procedures.

## **18. ADJOURNMENTS AND POSTPONEMENTS**

- 18.1 Adjournments and postponements must be granted in accordance with the *MGA* and the regulations.

## **19. RECORD OF HEARING**

- 19.1 After the hearing of a complaint, the Clerk shall:
- a. under direction of the Presiding Officer, prepare the record of the hearing, the decision or order of the Board and the reasons for the decision in compliance with the *MGA*; and
  - b. arrange for the order or decision of the Board to be signed and distributed in accordance with the requirements under the *MGA*.
- 19.2 The Clerk will maintain a record of the hearing in accordance with the *MGA* and the regulations.

## **20. REIMBURSEMENT OF COSTS**

- 20.1 The Oldman River Regional Services Commission shall pay for the administrative costs associated with the operation of the ORRSC Regional Assessment Review Board. Recovery of costs from Regional Member Municipalities will be as set out in the agreements established.

**21. RESCINDING OF BYLAW**

- 21.1 Bylaw No. 726 is hereby repealed in its entirety.

**22. EFFECTIVE DATE**

- 22.1 This bylaw is effective when it received third reading and is signed by the Chief Elected Official and the Chief Administrative Officer, or designate, in accordance with the *MGA*.

Read a First Time this \_\_\_\_ day of \_\_\_\_\_, 2025.

Read a Second Time this \_\_\_\_ day of \_\_\_\_\_, 2025.

Read a Third and Final Time this \_\_\_\_ day of \_\_\_\_\_, 2025.

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Mayor

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Chief Administrative Officer

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

	<u><b>Revenue</b></u>	<u><b>Expenses</b></u>
Taxes	\$1,290.86	
General Administrative	\$100.00	\$17,672.44
Council		\$3,155.76
Old Fire Hall Building	\$2,000.00	\$1,207.73
Bylaw Enforcement		\$1,861.44
Shop		\$12,450.98
Roads and Streets		\$10,516.88
Water/Sewer/Garbage	\$14,606.10	\$15,937.85
Green Acres Requisition		
Recreation Facilities/Parks		\$618.28
Casual Wages/STEP		\$2,237.50
Legal		
Election		\$253.76
Chinook Arch		
Requisition - School		\$19,971.61
Bulk Water	\$527.00	
Auditor		
Xplornet	\$600.00	
Carwash		
Insurance		\$28,965.49
ORRSC		
FortisAlberta Franchise	\$1,079.33	
Assessor		
MPC		
Regional Water Services Delivery Strat		\$495.92
Grants		\$10,095.24
ATCO Gas Franchise Fee	\$1,420.06	
FCSS Requisition		
Treated Water - Nobleford		
Disaster Services		
<b>Total</b>	<b>\$21,623.35</b>	<b>\$125,440.88</b>

Bank Balance - as of December 31, 2025	\$264,875.42
Outstanding Cheques as of December 31, 2025	\$39,725.75
GIC	\$340,461.49

2025 Taxes Owing	\$51,168.41
Outstanding Taxes - Prior to 2025	\$7,637.65
Total Outstanding Taxes	\$58,806.06

## **VILLAGE OF BARONS**

<b>Reference:</b> Council Meeting	<b>Adopted By:</b> Resolution	<b>Number:</b> 061
<b>Prepared By:</b> Laurie Beck	<b>Date:</b> September 10, 2019	<b>Supersedes:</b> 033

### **POLICY**

**Title:** Village Owned Lot Prices

#### **Policy Statement \***

That the Village establish a rate to sell all Village owned land which includes residential, commercial and/or industrial at the rate of \$250.00 (two hundred and fifty dollars) per front foot.

#### **The Purpose of This Policy is to:**

To establish a uniform price for all municipal owned land within the Village of Barons boundaries.

**Definitions:** Each front foot of that portion of the property which faces onto the street or that portion of property designated as the front by the position of any dwelling or building on the property.

**Responsibilities:** To sell available land in the Village's possession at a fair market value.

**Procedures:** Any inquiries as to land prices shall be quoted the decided value.

**\*\* This policy is subject to any specific provisions of the Municipal Government Act, the Local Authorities Board Act or other relevant legislation.**

Village of Barons  
Request For Decision (RFD)

Meeting:	Regular Council
Meeting Date:	January 13, 2025
Originated By:	Jen Durell, Chief Administrative Officer

Title:	Administrators Vacation Request
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Agenda Item Number:	11(e)
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BACKGROUND/PROPOSAL:

Administration is requesting February 3 and 4, 2026, as well as the week of March 16 - 23, 2026 for Vacation Time.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Administration is entitled to 5 weeks vacation per calendar year.

COSTS/SOURCE OF FUNDING (if applicable):

None

RECOMMENDED ACTION:

- That Council make a motion to approve the Vacation Request from Administration.

ENCLOSURES:

None

Initials show support –

Reviewed By: CAO: Jen Durell