

Agenda

Village of Barons Regular Council Meeting Tuesday, February 11, 2025 At 7:00 p.m.

1. Call to Order
2. Guests: None
3. Approval of Agenda
4. Approval of January 14, 2025 Regular Council Meeting Minutes
Approval of January 27, 2025 Special Council Meeting Minutes
5. Business Arising
 - a. Bylaw #765 – Revised Traffic Bylaw
 - b. Policy #080 – Customer Code of Conduct
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 #766 – Alternative Methods for Advertising Statutory Notices on Planning and Development Matters Bylaw
 - b. Removal of American Flag from Flagpole
 - c. Policy #082 – Asset Retirement Obligations
1. Closed Session
2. Adjournment

**MINUTES OF REGULAR MEETING OF COUNCIL
of the Village of Barons
January 14, 2025**

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

Absent: Daniel Doell, Mayor
Brian Passmore, Village Foreman

Recording Secretary: Jen Durell, Recording Secretary

Call to Order: Call to order at 7:00 p.m.

Guests: *None*

Approval of Agenda: Councillor Bishop requests an addition to agenda under new business to discuss accessible parking in the community.

**Motion made by Councillor Bishop to add to the agenda under new business to discuss accessible parking in the community.
Carried unanimously**

Motion made by Councillor Bishop to approve the agenda with the addition as requested. Carried Unanimously

Minutes: To accept the minutes of the December 10, 2024 Regular Council Meeting minutes as presented.

Motion made by Councillor Bishop to accept the minutes of the December 10, 2024 Regular Council meeting with amendments as requested. Carried Unanimously

Business Arising: a) **Bylaw # 763 – Revised Councillor Code of Conduct**
Council was presented with the revised Councillor Code of Conduct for their consideration.

**Motion made by Councillor Bishop to read Bylaw #763 a first time this 14th day of January, 2025.
Carried unanimously**

**Motion made by Deputy Mayor Gorzitza to read Bylaw #763 a second time this 14th day of January, 2025.
Carried unanimously**

And by UNANIMOUS CONSENT of Council, a motion made by Councillor Bishop this 14th day of January, 2025.

Carried

Motion made by Deputy Mayor Gorzitza to read Bylaw #763 a third time this 14th day of January, 2025.

Carried unanimously

b) Bylaw # 764 – Revised Establish an MPC

Council was presented with the revised establish an MPC bylaw for their consideration.

Motion made by Councillor Bishop to read Bylaw #764 a first time this 14th day of January, 2025.

Carried unanimously

Motion made by Deputy Mayor Gorzitza to read Bylaw #764 a second time this 14th day of January, 2025.

Carried unanimously

And by UNANIMOUS CONSENT of Council, a motion made by Councillor Bishop this 14th day of January, 2025.

Carried

Motion made by Deputy Mayor Gorzitza to read Bylaw #764 a third time this 14th day of January, 2025.

Carried unanimously

Village Foreman Report:

Lots of plowing over the Christmas Holidays. Did some repairs to plow blade. Waiting on two quotes for flat roof replacement at the water plant. Discovered some illegal dumping at the sewer plant which was reported to the County Bylaw Officer.

Administrators Report:

Administration has sent out letters to all the service clubs in the Village regarding the Utility Relief Program. Work is underway to complete the 2024 year end reporting. Posters are now up reminding residents of the annual renewal of dog, chicken, and business licenses which are due by the end of January. Attended another info session for Elections Alberta regarding the geospatial data they will be requiring from Municipalities. The year end audit has been scheduled for March 4 – 5, 2025.

Correspondence:

- December Bank Reconciliation
- Palliser School Division – Seasons Greetings
- AB Municipalities – Happy Holidays
- Occupational Health and Safety - Report
- Alberta Pension Services – Thank you

- Chinook Arch – 2025 READ Awards
- FortisAlberta – Grants and Sponsorships
- Town of Coalhurst – CPO Year End Report

Motion made by Councillor Bishop to accept the correspondence as presented. **Carried unanimously**

Financial Reports: Council was presented with the accounts payable and monthly statement for the month of December, 2024.

Motion made by Deputy Mayor Gorzitza to approve the accounts payable for the month of December, 2024.

Carried unanimously

Motion made by Councillor Bishop to approve the monthly statement for December, 2024. **Carried unanimously**

Committee Reports:

- a) **ORRSC**
No report at this time
- b) **Green Acres**
Meeting upcoming at the end of January
- c) **CFLR (Community Futures Lethbridge Region)**
December is usually a quiet month – the usual amount of loan approvals
- d) **FCSS (Family Community and Social Services)**
No report at this time
- e) **Mayors and Reeves**
No report at this time
- f) **Chinook Arch Library System**
Next meeting is in April
- g) **AG Society**
Ag Society held their AGM last Thursday. None of the executive positions have changed. George Hebenik remains President, Denise Peterson is Vice President, Tracy Elke is the Secretary/Treasurer. Working on a grant application to purchase and install sanitizer in the kitchen. Still wanting to upgrade the HVAC system.
- h) **Emergency Advisory Committee**

Lethbridge County to put out a news release regarding the appointment of the new Regional Coordinator. Meeting upcoming at the County Office.

- i) **Carmangay Library**
No report at this time

New Business:

- a) **FCSS Community Needs Assessment**
Council has been asked to participate in the Community Needs Assessment being undertaken by FCSS in conjunction with The Prentice Institute. Discussion was held.

Motion made by Councillor Bishop to instruct Administration to invite FCSS out for a meeting with Council to discuss community needs and programming.

Carried Unanimously

- b) **ORRSC Development Support and Processing Proposal**
Council has been asked to provide feedback on a Proposal sent from ORRSC for the creation of a Development Support and Processing service they are exploring. Discussion was held.

Motion made by Councillor Bishop to support the Development Support and Processing Proposal with ORRSC, and provide feedback as discussed.

Carried Unanimously

- c) **Policy #079 – Workplace Harassment, Bullying and Violence Policy and Procedures.**
Council was presented with Policy #079 for their consideration. Discussion was held.

Motion made by Councillor Bishop to adopt Policy #079 – Workplace Harassment, Bullying and Violence Policy and Procedures as presented.

Carried Unanimously

- d) **Policy #080 – Customer Code of Conduct**
Council was presented with Policy #080 for their consideration. Discussion was held.

Motion made by Councillor Bishop to send the policy back to Administration for amendments as discussed.

Carried Unanimously

- e) **Policy #081 – Council and Administration Communication Framework**

Council was presented with Policy #081 for their consideration.
Discussion was held.

**Motion made by Motion made by Councillor Bishop to adopt
Policy #081 – Council and Administration Communication
Framework as presented. Carried Unanimously**

**f) Lethbridge County Recreation Funding Memorandum of
Understanding**

Council was presented with the Memorandum of Understanding
from Lethbridge County regarding Recreation Funding for 2025.
Discussion was held.

Deputy Mayor Gorzitza departed at 8:35 pm.

Deputy Mayor Gorzitza returned at 8:36 pm.

**Motion made by Councillor Bishop to sign the Memorandum
of Understanding with Lethbridge County as presented.
Carried Unanimously**

g) Administration Vacation Request

Administrator Durell requests February 17-24, 2025 for vacation
time.

**Motion made by Deputy Mayor Gorzitza to approve the
vacation request from Administrator Durell.
Carried unanimously**

h) Accessible Parking in the Community

Discussion was held.

**Motion made by Councillor Bishop to place 2 accessible
parking stalls in front of the legion, 2 in front of the seniors,
and 2 in front of the community hall. All with flexible signage
and line painting where possible.**

Carried unanimously

**Motion made by Councillor Bishop to amend the traffic bylaw
to add fines for improper parking. The fine for which shall be
set at \$500.00. Carried unanimously**

Closed Session: a) none

Adjournment: Adjournment of the meeting was at 8:54 p.m.

Mayor – Daniel Doell

Administrator – Jen Durell

**MINUTES OF SPECIAL MEETING OF COUNCIL
Of the Village of Barons
January 27, 2025**

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

Recording Secretary: Jen Durell, Recording Secretary

Call to Order: 11:09 am

Guests: Zakk Morrison, FCSS Executive Director

Purpose of Meeting: **FCSS – Community Needs and Programming**
Zakk Morrison updates Council as to FCSS’s programming within the Village. Discussion was held.

Adjournment: Adjournment was at 12:17 pm

Mayor – Daniel Doell

Administrator – Jen Durell

**Village of Barons
Bylaw No. 765**

A BYLAW OF THE VILLAGE OF BARONS IN THE PROVINCE OF ALBERTA, PROVIDING FOR THE ESTABLISHMENT OF RULES AND REGULATIONS PERTAINING THE MOVEMENT OF VEHICLE AND PEDESTRIAN TRAFFIC IN THE VILLAGE OF BARONS.

WHEREAS, pursuant to Section 7(d) of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000, current as of March 1, 2016, Council may pass bylaws for municipal purposes respecting transport and transportation systems, and;

WHEREAS, pursuant to Section 13(1) of the Traffic Safety Act, being Chapter T-6 of the revised Statutes of Alberta, 2000, Council may make Bylaws for the regulation and control of vehicle, animal and pedestrian traffic with the municipality, and;

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

PART 1 – DEFINITIONS

1. This Bylaw may be cited as **“The Barons Traffic Bylaw”**.

2. In the bylaw, unless the context otherwise requires:

“**ACT**” means the Revised Traffic Safety Act Statute of Alberta (2000) Ch. T-6 and amendments thereto;

“**ADMINISTRATOR**” means the person appointed by Council in accordance with Section 205 of the Municipal Government Act and is referred to throughout this Bylaw as CAO or Chief Administrative Officer;

“**ALLEY**” means a narrow highway intended chiefly to give access to the rear of buildings and parcels of land and is considered a highway for the purposes of this Bylaw;

“**BOULEVARD**” means the portion of highway between the curb lines or lateral lines of a roadway and the adjoining property lines exclusive of the sidewalk; also that portion of a street between the curb lines or lateral lines of a divided highway,

“**COMMERCIAL VEHICLE**” means a vehicle defined as a commercial vehicle in the Act.

“**COUNCIL**” means the Municipal Council of the Village of Barons;

“**CROSS WALK**” means,

- a) That part of a roadway at an intersection included within the connection of the Lateral lines of the sidewalks on opposite sides of the highway measured from the curbs or, in the absence of curbs, from the edge of the roadway, or

- b) Any part of a roadway at an intersection or elsewhere distinctly indicated for pedestrian crossing by signs or by lines or other markings on the road surface,

“CURB” means the actual curb, if there is one, and if there be no curb in existence, shall mean the division of a highway between that part thereof intended for the use of vehicles and that part thereof intended for the use of pedestrians;

“DRIVEWAY” means a recognizable, constructed, and designated parking area that leads to and from a public road to a house or garage;

“HEAVY EQUIPMENT” and/or construction equipment means any equipment or device designed and intended for use in construction or material handling including but not limited to air compressors, air tracks, pile drivers, pneumatic or hydraulic tools, bulldozers, tractors, excavators, trenchers, cranes, derricks, loaders, backhoes, scrapers, pavers, generators, haulers or trucks, ditchers, compactors and rollers, pumps, concrete mixers, graders, and other material handling equipment;

“HEAVY VEHICLE” means a motor vehicle, alone or together with any trailer, semi-trailer, or other vehicle being towed by the motor vehicle with a registration gross weight of 5,000 kilograms or more and/or exceeding 11.0 metres in total length.

“HIGHWAY” means every thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, or other place, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles within the Village of Barons;

“MOTOR VEHICLE” means every vehicle propelled by any power other than muscular power, except aircraft, tractors, whether equipped with rubber tires or not, implements of husbandry and such motor vehicles as run only upon rails;

“OFF-HIGHWAY VEHICLE” as defined in the Act means any motorized mode of transportation built for cross-country travel on land, water, snow, ice or marsh or swamp land or on other natural terrain and, without limiting the generality of the foregoing, includes, when specifically designed for such travel,

- a. 4-wheel drive vehicles,
- b. low pressure tire vehicles,
- c. cycles and related 2-wheel vehicles,
- d. amphibious machines,
- e. all terrain vehicles,
- f. miniature motor vehicles,
- g. snow vehicles,
- h. minibikes, and

- i. any other means of transportation that is propelled by any power other than muscular power or wind,

BUT DOES NOT INCLUDE

- j. motorboats, or
- k. any other vehicle exempted from being an off-highway vehicle by regulation;

“PARK” means to allow a vehicle (whether occupied or not) to remain in one place except:

- a) When standing temporarily for the purpose of and while actually engaged in loading or unloading; or
- b) When standing in obedience to a Peace Officer or traffic control device.

“PEACE OFFICER” means a member of the Royal Canadian Mounted Police or a special constable or a member of the patrol division of the Department of the Solicitor General, an Alberta Peace Officer, Community Peace Officer, or a Bylaw Enforcement Officer of the Village of Barons;

“PEDESTRIAN” means a person afoot or a person in a wheelchair;

“PUBLIC HOLIDAY” means a day designated Sunday, a public holiday as defined in the Interpretation Act or a day proclaimed so by the Mayor or declared by the Council of the Village of Barons;

“RECREATION VEHICLE” means any vehicle or trailer that is designed, constructed, modified or equipped as a temporary dwelling place, living abode or sleeping place. Recreation vehicles include any motorhome, camper mounted on a truck or any other vehicle or object which a Peace Officer deems to be a recreation vehicle;

“ROADWAY” means that portion of the highway intended for vehicular traffic within the Village;

“SIDEWALK” means that part of a highway primarily intended for the use of pedestrians and includes the part lying between the curb line or edge of the roadway and the adjacent property line, whether or not paved or improved;

“TRAFFIC CONTROL DEVICE” means a sign, signal marking or device placed or erected for the purpose of regulating, warning or guiding traffic;

“TRAILER” means a trailer as defined in the Act;

“VEHICLE” means a device in, upon, or by which a person or thing may be transported or drawn upon a highway.

“VILLAGE” means the Municipal Corporation of the Village of Barons or the area contained within the corporate boundaries of the Village, as the context requires;

PART 2 – SPEED LIMITS

1. The Council shall cause signs to be posted indicating a greater or lesser speed than that prescribed by the Traffic Safety Act or indicating that the prescribed speed limit has ceased to apply.
2. Unless otherwise indicated the speed limit in the Village of Barons shall be thirty (30) kilometers per hour.
3. No person shall drive a motor vehicle, in any alley or highway intended chiefly to give access to the rear of buildings and parcel of land at a greater rate of speed than twenty (20) kilometers per hour.
4. The Council may cause signs to be posted along a highway, fix a maximum speed limit in respect of any part of the highway under construction or repair in a state of disrepair applicable to all vehicles or to any class or classes of vehicles while travelling over that part of the highway.
5. Notwithstanding Part 2, Section 4, the Village Foreman, in the case of an emergency has the authority to temporarily reduce the speed limit for the safety of workers and shall report such action to the Council at the next regularly scheduled Council meeting.

PART 3 – TRAFFIC CONTROL DEVICES

1. Council may by resolution direct and may from time to time alter the location of such traffic control devices for the following purposes:
 - a. To divide the surface of a roadway into traffic lanes marked by solid or broken lines;
 - b. To prohibit “U” turns at any intersection;
 - c. To designate any intersection or other place on a highway as an intersection or place at which no left hand turn or right hand turn shall be made;
 - d. To designate as a one-way street any roadway or portion thereof;
 - e. To designate “School Zones” or “Playground Zones”;
 - f. To designate truck routes;
 - g. To set apart as through street any highway or part of a highway and to control entry to any highway by means of a “stop” sign or “yield” sign;
 - h. To designate a crosswalk upon any highway;
 - i. To designate parking stands for use of any particular class of vehicle;

- j. To close or restrict the use of any highway, either as to the full width thereof or as to part of the width thereof with respect to any class or classes of vehicles or with respect to any class or classes of pedestrians;
 - k. To prohibit, restrict or regulate the parking of vehicles or any class of vehicles on any highway or other public place or any portion thereof during such hours as may be determined;
 - l. To designate and mark guidelines for angle parking on any highway or other public places or any portion thereof.
- 2. The Administrator shall cause a record to be kept of the location of all traffic control devices which record shall be open to public inspection during normal business hours.
 - 3. Notwithstanding any provision of this bylaw all traffic control devices placed, erected or marked in the Village of Barons prior to passing of the bylaw shall be deemed to be duly authorized traffic control devices until altered pursuant to the provisions of Part 3, Section 1.

PART 4 – FIRES

- 1. In case of a fire within the Village, any Peace Officer or member of the Fire Department may designate in any manner, a line near the location of the fire beyond which no member of the public shall pass, and no unauthorized person, whether on foot, on horse or in a vehicle shall cross over such line or lines.
- 2. The Chief Officer of the Fire Department or any person acting under his instructions shall have the right to move or cause to be moved any vehicle which he may deem necessary to move or have moved for the purpose of carrying out any duty, work or undertaking of the Fire Department.

PART 5 – VEHICLES WITH LUGS

- 1. No person shall drive, propel or move on any highway any vehicle having metal spikes, lugs, cleats or bands projecting from the surface of the wheel or tire of such vehicle, or any vehicle having a caterpillar tread.
 - a. Studded winter snow tires shall be exempt from Part 5(1).

PART 6 – OFF-HIGHWAY VEHICLES

- 1. No person shall operate an off-highway vehicle, as defined in the Act, within the boundaries of the Village of Barons unless such use is expressly permitted by Council or the Chief Administrative Officer.

PART 7 – COMMERCIAL VEHICLES & HEAVY VEHICLES

- 1. No person shall park or operate a commercial vehicle on a highway within the limits of the Village of Barons other than a highway in the Village of Barons which is designated as a

truck route in Schedule "A" thereof, which Schedule is hereby incorporated into and made part of this By-Law.

2. The following shall not be deemed to be operating a commercial vehicle in contravention of Section 1 if the commercial vehicle is being operated on the shortest route between the premises by:
 - a. persons delivering or collecting goods or merchandise to or from the premises of bona fide customers,
 - b. persons going to or from business premises of the owner of the heavy vehicle concerned as long as the premises is not located within an residential area,
 - c. persons going to or from business premises for the servicing or repairing on the heavy vehicles as long as the premises is not located within an residential area,
 - d. person(s) pulling a disabled vehicle from a highway prohibited to heavy vehicles.
3. No person shall park a commercial vehicle or heavy vehicle within the municipal boundaries of the Village of Barons in areas designated in the Land Use Bylaw as residential zones unless permitted under Section 2.
 - a. Subject to Section 3, those residential properties that are immediately adjacent and accessible to the designated truck route may park their commercial vehicles(s) on their residential properties.
4. No person shall utilize engine retarder brakes while operating a commercial vehicle or heavy vehicle within the limits of the Village of Barons.

PART 8 – HEAVY EQUIPMENT

1. No person shall be permitted to park any heavy equipment within any residential area in the Village of Barons unless the said heavy equipment is being used to develop the land which it is parked on.
 - a. Part 8, Section 1 does not apply to any heavy equipment owned, used, or contracted by the Village of Barons.

PART 9 – MAXIMUM WEIGHTS

1. For the purpose of this section, “maximum weight” means:
 - a. The maximum weight permitted for a vehicle and load pursuant to the official registration certificate issued by the Province of Alberta for such vehicles.

2. No person shall drive or have on the roadway a vehicle or combination of attached vehicles with a weight including or excluding any load thereon, in excess of maximum weight.
3. Wherever in his/her opinion, there is a contravention of Part 9, Section 2, a Peace Officer may order the driver or other person in charge or control of a vehicle or combination of attached vehicle suspected of being on a roadway in contravention of such section to take such vehicle or combination of attached vehicles to the nearest adequate weight scale to determine the weight of such vehicle or combination of attached vehicles and load thereof. The weight slip or slips shall be given to the Peace Officer and may be retained by them, and if the weight of any loaded vehicle or combination of attached vehicles is in excess of maximum weight, the Peace Officer, in addition to any prosecution for contravention of Part 9, Section 2, may require that any load or portion thereof in excess of maximum weight shall be removed before the vehicle or combination of attached vehicles is again taken upon a highway.
4. A weight slip given to a Peace Officer under Part 9, Section 3 and submitted by the Officer in evidence in court, shall be prima facie proof of authenticity of the weight slip and of the particulars thereon submitted in evidence and of the accuracy of the weight scale used.
5. A person driving or in charge or control of a vehicle or combination of attached vehicles suspected by a Peace Officer of being on a roadway in contravention of Part 9, Section 2 shall, when requested by the Peace Officer, produce for such officer's inspection any official registration certificate or interim certificate for such vehicle or vehicles that may have been issued by the Government of the Province of Alberta showing the maximum weight of such vehicle or combination of attached vehicles.
6. Particulars obtained by a Peace Officer from a registration certificate produced to the Officer under Part 9, Section 5 and submitted by the Officer as evidence in court shall be prima facie proof of the authenticity of such certificate and of the particulars thereon submitted in evidence.

PART 10 – PEDESTRIANS

1. No person or persons shall stand on any highway, crosswalk, or sidewalk in such a manner as to:
 - a. obstruct vehicle or pedestrian traffic,
 - b. annoy or inconvenience any other person lawfully upon such highway, crosswalk, or sidewalk,
 - c. obstruct the entrance to any building.
2. No person shall run upon the roadway in such a manner as to impede traffic.
3. No person shall stand upon or walk along a roadway for the purpose of soliciting a ride from the driver of any private vehicle.

PART 11 – PARKING

1. No person shall park a vehicle other than a vehicle of such class or classes deemed as recreational or a standard automobile on the portion of any highway that is located in any residential zone.
2. The Council may designate and cause to be properly marked portions of highways upon which parking is prohibited at any time.
3. The Council may designate portions of highway for 15-to-20-minute parking of vehicles and cause the same to be properly marked by signs.
4. No person shall park a vehicle on a portion of highway marked pursuant to Part 11, Section 3, for time in excess of the period marked.
5. No person shall park a vehicle in an alley. Alleys, however, may be used for such periods of time as may be reasonably necessary for the loading or unloading of passengers or goods from a vehicle, provided that the vehicle concerned in such loading or unloading of passengers or goods does not obstruct the lane as to prevent other vehicles or persons from passing along such alley while the loading or unloading of passengers or goods is taking place.
6. The Council may designate portions of the highway as a passenger loading or unloading space and may cause such space to be marked with a sign designating the area as a "loading zone".
7. Except when actually taking on or discharging passengers, no person shall park or stand a vehicle for any period of time at a passenger loading zone, at a "no parking" area or in front of a main entrance, exit or doorway of a public building.
8. The Council may designate and cause to be properly marked by signs, portion of the highway as truck loading or unloading spaces.
9. No person shall park a vehicle in a truck loading or unloading space for a period of time longer than fifteen (15) minutes.
10. No person shall park any trailer (whether designed for occupancy by persons or for carrying goods and equipment) upon any highway unless said trailer is attached to a vehicle by which it may be propelled or drawn and when so attached the trailer shall be deemed part of the vehicle and subject to the regulations pertaining to vehicles.
11. No person shall park any vehicle upon any land owned by the Village of Barons which the Village uses or permits to be used as a playground, recreation area or public park except in designated parking areas.
12. Where parking guidelines are visible on a roadway no driver shall park a vehicle except within the limits of the lines designating a parking stand.
13. No person shall park his vehicle with the side thereof parallel to the curb or edge of the roadway when angle parking is permitted or required.
14. No vehicle may be parked at an angle to the curb in a cul-de-sac unless that vehicle is parked in such a manner as to not interfere with the free flow of traffic in the cul-de-sac.

15. No person shall park any vehicle in that part of a driveway which lies between curb or the traveled portion of the roadway and the property or lot boundary line which runs parallel to the said curb or traveled portion of a roadway.
16. Any person who is empowered to enforce the provisions of this Bylaw is hereby authorized to place an erasable chalk mark on the tread face of the tire of a parked or stopped vehicle without that person or the municipality incurring liability for doing so.
17. The Village of Barons discourages the use of boulevard parking of motor vehicles in residential areas. Council acknowledges that in some areas, boulevard parking is necessary due to the alignment or set up of the roads. In the first block of Noble Street, angle parking is allowable and the streets such as Milnes or those whose frontage is facing an avenue are areas which will allow boulevard parking.

Therefore permission will be granted only where it can be determined that no other practical alternative can be found and where such arrangement complies with the policies outlined below.

- a. The approval of agreements will not be recommended if a suitable alternative exists for parking entirely on the owner's property, which may include:
 - i. Front yard parking in a legal existing driveway when a single residential unit is served by a single driveway.
 - ii. No parking arrangements will be approved that conflict with any bylaws or regulations of the Village of Barons.
 - iii. The use of rear service lanes where such lanes are accessible and currently in use by more than one property owner.
 - iv. Alteration to or relocation of structures to accommodate parking on the owner's property.
 - v. Use of the rear property subject to the conditions of the zoning bylaw.
 - vi. Approval will not be granted for a parking space on the boulevard that will encroach upon any public sidewalk or in the absence of sidewalks, in that area where a sidewalk may be constructed in the future, as determined by the Village of Barons Council.
 - vii. Parking on the boulevard shall not commence until official approval from the Village of Barons Council.
 - viii. Processing of Agreements shall be done by submitting a letter stating all arguments to the Village of Barons Office for Council to review.
18. No person shall park any portion or whole of a vehicle on any sidewalk or extend over a sidewalk with any portion of a vehicle within the Village limits of Barons.
19. A peace officer may cause any vehicle to be removed and taken to and stored in a suitable place when the vehicle is parked on private property without the consent of the owner of the property or on a highway in a manner that obstructs any private driveway.
20. Except when permitted by a traffic control device, no person shall stop, stand, or park a vehicle on any highway within the Village of Barons other than on the right side of the highway and with the right-hand wheels parallel to that side and where there is a curb, within 30cm of the curb.

21. No person shall park a vehicle so as to obstruct the free passage of traffic on any highway within the Village of Barons with the exception of public works, enforcement, and emergency response vehicles.
22. Vehicles may not be parked on vacant lots unless said lot is immediately adjacent and under the same ownership as an abutting lot that is developed.
23. The Village of Barons provides an exemption to public passenger vehicles (school buses) for parking in residential areas on public or private property as long as the school bus is parked immediately adjacent to the school bus operator's residence and as long as the school bus does not interfere with pedestrian or vehicular traffic.

PART 12 – HANDICAP/DISABLED PARKING

1. Council may establish, sign or otherwise designate such parking stalls or zones within the Village as Council deems necessary for the exclusive parking of vehicles bearing a valid disabled placard or license plate issued or recognized by the Registrar of Motor Vehicle Services.
2. The owner, tenant, occupant or person in control of private property within the Village to which vehicles driven by the public generally have access may designate parking spaces for the exclusive parking of vehicles bearing a valid disabled placard or license plate issued or recognized by the Registrar of Motor Vehicle Services. The signage and markings used to designate such parking spaces shall be in a form similar to that approved and used by the CAO.
3. The owner or operator of a motor vehicle which is not identified by a disabled persons placard or license plate that is issued or recognized by the Solicitor General for persons with disabilities shall not stop or park or permit the stopping or parking of the vehicle in a parking space designated for disabled parking.
4. Where the vehicle is identified by disabled persons placard, the owner or operator shall have such placard visibly displayed while the vehicle is stopped or parked in a parking space designated for Disabled Parking.

PART 13 – SCHOOL BUS FLASHING LIGHTS

1. Alternating flashing lights and stop arms on school busses shall be operated when loading or unloading passengers within the Corporate Limits of the Village of Barons except when loading or unloading passengers at designated loading zones at the respective schools or adjacent to the schools.
2. Alternating flashing lights and stop arms shall be operated in the sequence as provided in Section 73 (a) AR 304/2002 Use of Highway and Rules of the Road of the Traffic Safety Act, Revised Statutes of Alberta 2000, Alberta Regulations, and amendments thereto.
3. Any operator of a vehicle who fails to slow for a school bus displaying alternating flashing amber lights, shall be guilty of an offence and liable for a penalty as prescribed in Schedule "B" attached.

4. Any operator of a vehicle who fails to stop for a school bus displaying alternating flashing red lights and a stop arm, shall be guilty of an offence and liable for a penalty as prescribed in Schedule “B” attached.

PART 14 – RECREATION VEHICLE PARKING

1. All RVs parked on property within the Village of Barons, whether licensed or unlicensed, must be in operable condition.
2. RVs may not be parked on vacant lots unless said lot is immediately adjacent and under the same ownership as an abutting lot that is developed.
3. No person is permitted to occupy any parked RV, vehicle, or trailer on their property, any vacant lot, roadway, or public place with respect to using them as a temporary dwelling. Nor can they connect them to any electrical, gas, or water system.
4. Parked RVs cannot block the view of intersections, crosswalks, playgrounds or signs.
5. Parked RV’s cannot obstruct the movement of other vehicles.
6. Notwithstanding Part 11, Section 10, a person may park a recreation vehicle upon a public street in the Village for a period not to exceed 72 hours and for the purposes of loading and unloading only. This section is only valid during the common camping season months in this region of May through September provided that in so doing no obstruction is caused to vehicular or pedestrian traffic.
 - a. For the purpose of Part 13(4), a recreation vehicle shall be deemed to be continuously parked unless the recreation vehicle has been moved to a location off of public property within the Village for at least 72 consecutive hours.
 - b. Subject to Part 13(4), at no time shall a recreation vehicle or recreation trailer have their slides extended out while parked on any public street in the Town.
7. No person shall park any vehicle, recreation vehicle or trailer in their front yard other than on their driveway.

PART 15 – TEMPORARY CLOSING OF HIGHWAYS

1. In any case whereby reason of any emergency or of any special circumstances which in the opinion of the Administrator or Village Foreman, makes it desirable and in the public interest to do so, the Administrator may:
 - a. temporarily close in any area of the Village, any highway in whole or in part to traffic, or
 - b. the Administrator may for such period of time as he/she deems necessary to meet such emergency or special circumstances, take such measure for the temporary closing of such highway or the suspension of parking and place barricades or post

appropriate notices on or near the highway concerned as she/he may consider to be necessary in the circumstances.

PART 16 – MISCELLANEOUS OFFENCES

1. Every person shall be guilty of an offence who:
 - a. coasts on any highway on a sled, toboggan, skis or roller blades which is being towed by a vehicle,
 - b. washes a vehicle upon any highway or drains the radiator of any vehicle upon a highway or washes a vehicle near a highway so as to result in water, slush or ice forming upon a highway or public sidewalk.
 - c. Places or deposits, or allows the placement or deposit, of any object, refuse, building or other materials, dumpsters, snow, earth, sand, gravel, sod, or any other matter on a roadway, alley, sidewalk, or boulevard within the Village, excepting vehicles and materials for which specific permission has been granted by the CAO. Person(s) responsible for such shall be liable for clean-up and/or repair costs.
2. No person shall drive, propel or move on or over any highway within the Village, any vehicle of other type of equipment or thing(s) which damages or is likely to damage the highway.

PART 17 – PENALTIES

PROSECUTION OF OFFENCES

1. Except as otherwise provided in this Bylaw, a person who is guilty of an offence under this Bylaw or the regulations for which a penalty is not otherwise provided is liable to a fine of not less than two hundred and fifty (\$250.00) dollars and of not more than two thousand five hundred (\$2,500.00) dollars and in default of payment is liable to imprisonment for a term not exceeding six (6) months or to imprisonment for a term not exceeding six (6) months without the option of a fine.
2. The levying and payment of any penalty, or the imprisonment for any period as provided for in this Bylaw shall not relieve a person from the necessity of paying any fees, charges, or costs for which they are liable under the provisions of this Bylaw.
3. Where a vehicle is driven, used, parked or left in contravention of any provision of this Bylaw or as shown on Schedule “B”, the owner of the vehicle is guilty of an offence and liable for the contravention and the penalty provided herein unless there is evidence before the court that at the time of the contravention, the vehicle was not driven, used, parked or left by him/her or by any other person with their consent, express or implied.
4. Where any Peace Officer believes that a person has contravened any provision of this Bylaw he may serve upon:
 - a. such person a Violation Ticket referencing the section contravened; or
 - b. the registered owner of the motor vehicle a Violation Ticket referencing Section 160 (1) of the Act and the section of the Bylaw contravened in accordance with the

provisions of the *Provincial Offences Procedure Act* R.S.A. 2002 c. P-34.

5. The specified penalty payable in respect of a contravention of a provision of this Bylaw is as provided for in Schedule "B" of this Bylaw, said Schedule being hereby incorporated into and made part of this Bylaw.
6. Notwithstanding Part 16(4), a Peace Officer may issue a Municipal Violation Tag or Breach of Bylaw Notice, in a form approved by the CAO, referencing the section of the Bylaw contravened, to the alleged offender, or to the registered owner of any vehicle involved in a contravention of this Bylaw.
7. Service of any such notice or tag shall be sufficient if it is:
 - a. personally served
 - b. served by regular or registered mail
 - c. attached to the vehicle in respect of which the offence is alleged to have been committed.
8. The penalty payable to the Village in respect of a contravention of this Bylaw, to be indicated on any such Municipal Violation Tag or Breach of Bylaw Notice issued, is as provided for in Schedule "B" of this Bylaw. Upon payment to a person authorized by the Village Council to receive such payment, an official receipt for the payment shall be issued and such payment shall be accepted in lieu of prosecution.
9. Where payment of the penalty for a tag or notice issued for breach of any of the sections of this Bylaw is received within the time allowed for payment by a person authorized by the Village to receive such payment, such payment shall be accepted in lieu of prosecution.
10. If the person upon whom any such tag is served fails to pay the required sum within the time limit, the provisions of this section for acceptance of payment in lieu of prosecution do not apply.
11. Nothing in this Section shall:
 - a. Prevent any person from exercising their right to defend any charge of committing a breach of any of the provisions of this Bylaw.
 - b. Prevent any Peace Officer in lieu of serving a Violation Ticket, notice or tag or any other person from laying information or a complaint against another person for committing a breach of any of the provisions of this Bylaw, or
 - c. Prevent any person from exercising any legal right such person may have to lay information or complaint against any other person (whether such other person has made a payment under the provisions of this Bylaw or not) for a breach of any of the provisions in this Bylaw.
12. Where any person has made payment pursuant to the provisions of this section and is prosecuted for the offence in respect of which such payment has been made, such payment shall be refunded.
13. No person other than the owner or driver of a vehicle shall remove any Violation Ticket, notice or tag placed on or fixed to such vehicle by a Peace Officer in the course of his/her duties.
14. No person shall wilfully obstruct, hinder or interfere with a Peace Officer or any other person authorized to enforce and is engaged in the enforcement of the provisions of this Bylaw.

REMOVAL AND IMPOUNDMENT OF VEHICLES

15. A peace officer is hereby authorized to remove or cause any vehicle or trailer to be removed:
 - a. operated or parked in contravention of any provision of this Bylaw; or
 - b. where emergency conditions may require such removal from a highway.
16. Such vehicle or trailer may be moved to a place designated by the Chief Administrative Officer, where it will remain until claimed by the owner thereof or his agent, subject to any separate policy that the place of impoundment may have been implemented.
17. No impounded vehicle shall be released to its owner or his agent until the impounding charge and removal charge on the vehicle have been paid, such charges shall be in addition to any fine or penalty imposed in respect of any such violation, or to any payment made in lieu of prosecution as hereinafter provided. The Village is not responsible for impounding, towing or removal charges.

PART 18 – SEVERABILITY

1. It is the intention of the Village Council that each separate provision of this bylaw shall be deemed independent of all other provisions, and it is further the intention of the Village Council that if any provisions of this bylaw be declared invalid all other provisions thereof shall remain valid and enforceable.

PART 19 - RESCIND

Bylaw #705 and #741 is hereby repealed

PART 20 – COMMENCEMENT DATE

1. 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

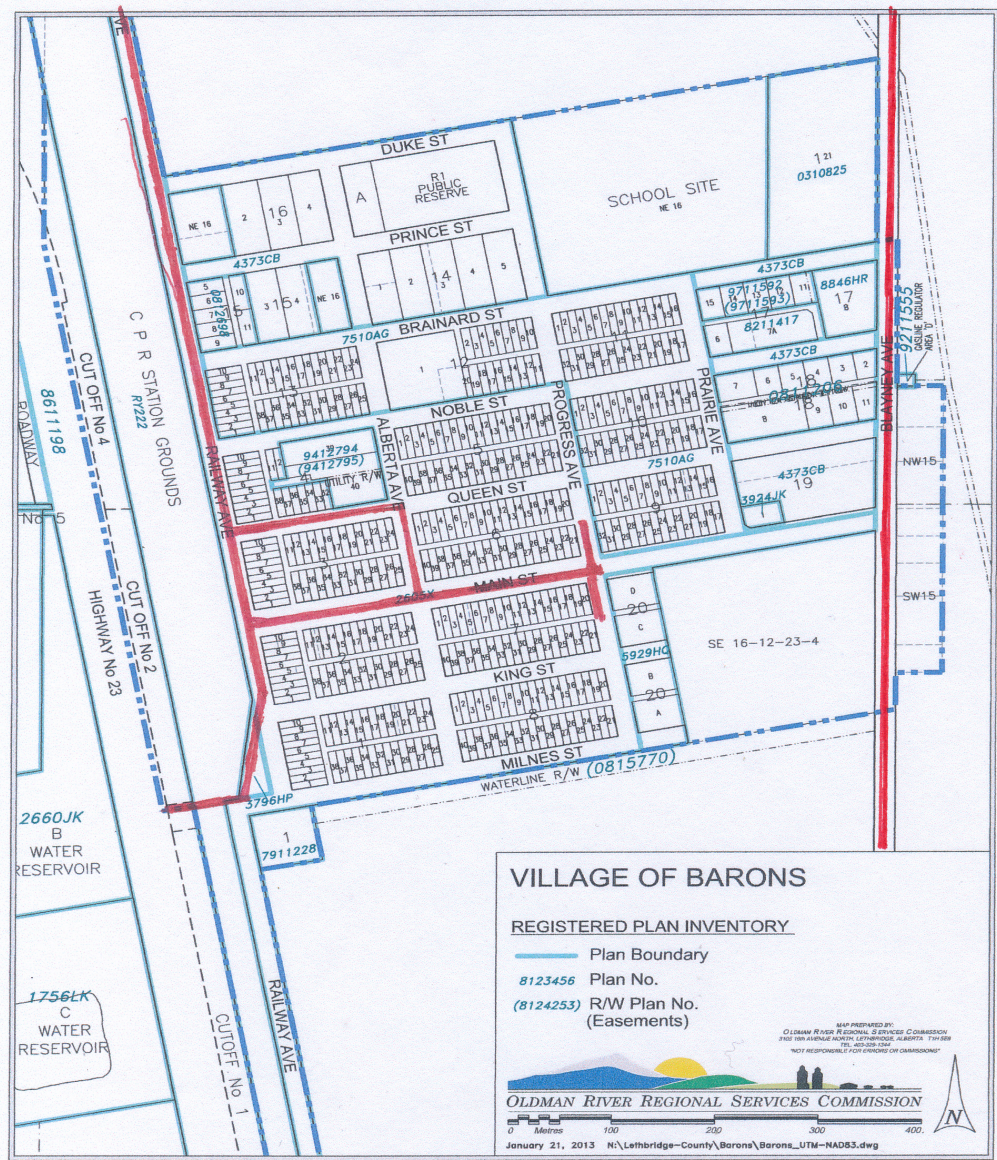
Presented for Consideration for a third and final reading this _____ day of _____, 2025

Read a third and final time this _____ day of _____, 2025

Mayor

Administrator

Schedule "A"



TRUCK ROUTE

SCHEDULE “B”

Part 5(1)	Operating a vehicle with lugs on a highway in the Village	\$125.00
Part 6(1)	Operating a off-highway vehicle in the Village	\$150.00
Part 7(1)	Commercial vehicle being operated off of truck route	\$250.00
Part 7(3)	Parking a commercial vehicle in a residential area	\$200.00
Part 7(4)	Use of engine retarder brakes in the Village	\$200.00
Part 8 (1)	Heavy equipment parked in a residential area	\$200.00
Part 10(1)(a)	Person obstructing vehicle or pedestrian traffic	\$150.00
Part 10(1)(b)	Person annoying or inconveniencing any other person who is lawfully upon a highway, crosswalk or sidewalk	\$150.00
Part 10(1)(c)	Person obstructing the entrance to any building	\$150.00
Part 10(2)	Person running upon a roadway which manner impedes traffic	\$125.00
Part 10(3)	Person soliciting a ride from a roadway from the driver of a private vehicle	\$125.00
Part 11(4)	Parking over time limit	\$125.00
Part 11(5)	Parking in an alley	\$125.00
Part 11(7)	Parking in a passenger loading zone, no parking area, in front of main entrance, exit or doorway of a public building	\$125.00
Part 11(9)	Parking over time limit in a truck loading or unloading space	\$125.00
Part 11(10)	Unattached trailer parked on highway	\$150.00
Part 11(11)	Prohibited parking on Village property	\$150.00
Part 11(12)	Parking outside of lines designating a parking space	\$125.00
Part 11(13)	Parking parallel when angle parking is required	\$125.00
Part 11(14)	Improper parking in a cul-de-sac	\$125.00
Part 11(15)	Parking on the boulevard	\$125.00
Part 11(18)	Parking on or over a sidewalk	\$150.00
Part 11(20)	Improper parking along the curb or edge of roadway	\$150.00
Part 11(21)	Parked in such a way that impedes the normal flow of traffic	\$150.00
Part 11(22)	Prohibited parking of vehicles on an empty lot	\$125.00
Part 12 (3)	Unauthorized parking in a designated disabled parking stall or zone	\$125.00
Part 13 (4)	Failing to display disabled parking placard	\$125.00
Part 13(3)	Failing to slow for a school bus displaying alternating flashing lights	\$200.00
Part 13(4)	Failing to stop for a school bus displaying alternating flashing lights and a stop arm	\$200.00
Part 14(3)	Prohibited occupancy of a Recreation Vehicle	\$150.00
Part 13(4)	Parked Recreation Vehicle blocking view of intersection, crosswalk, playground or sign	\$125.00
Part 14(5)	Parked Recreation Vehicle obstructing the movement of other vehicles	\$125.00
Part 14(6)	Illegally parked Recreation Vehicle	\$150.00
Part 16(1)(a)	Sled, toboggan, skis, snowboard or rollerblades being towed by a vehicle on a highway	\$125.00
Part 16(1)(b)	Washing a vehicle resulting in water, slush or ice forming upon a highway or sidewalk	\$125.00
Part 16(1)(c)	Unauthorized deposit of material on Village property	\$175.00
Part 16(2)	Operating a vehicle or piece of equipment that has damaged or is likely to damage the highway	\$200.00

Traffic bylaw amendments recommendations.

It is recommended that, the creation of section in the current traffic bylaw prohibiting those without a handicap parking permit to parking in said parking stall. My recommendations are as follows,

Bylaw examples.

Lethbridge traffic bylaw.

Definitions.

(11) **Handicapped Parking Space** means a portion of the Highway set aside for the exclusive use of Motor Vehicles displaying a Handicapped Placard.

(12) **Handicapped Placard** means a placard or license plate that is issued or recognized by the Solicitor General, for the province of Alberta, for persons with disabilities.

1320 (1) A Handicapped Placard shall entitle the holder to Parking at prevailing Parking rates in any space on City streets or public Parking lots, designated for use by Handicapped Placard holders only.

(2) Subject to Section 1320(1), no person shall park at designated Handicapped Parking BYLAW 5834 19 Space without displaying the appropriate placard. Fine amount \$50.00

Coalhurst traffic bylaw.

12.25 Where, pursuant to Sections 12.22 and 12.23, the vehicle is identified by disabled persons placard, the owner or operator shall have such placard visibly displayed while the vehicle is stopped or parked in a parking space designated for Disabled Parking. Fine of \$75.00

Calgary Traffic bylaw

DISABLED PARKING 32. (1) The Traffic Engineer is hereby authorized to establish such parking zones as he deems necessary for the exclusive use of disabled persons who operate or travel by motor vehicles.

(2) The owner, tenant, occupant or person in control of private property may designate any number of parking spaces for the exclusive use of disabled persons who operate or travel by motor vehicle by marking same with a sign or signs in a form similar to that approved by the Traffic Engineer.

(3) The owner or operator of a motor vehicle which is not identified by a handicap placard or license plate that is issued or recognized by the Solicitor General for persons with

disabilities shall not stop or park or permit the stopping or parking of the vehicle in a parking space designated pursuant to Subsections (1) or (2).

(4) Where pursuant to Subsection (3), the vehicle is identified by a handicap placard the owner or operator shall have such placard visibly displayed while the vehicle is stopped or parked.

Calgary fine amounts

BYLAW NUMBER 26M96

SECTION	OFFENCE	EARLY PAYMENT AMOUNT 1 (if paid within 10 days after the date of the offence)	FINE PAYMENT AMOUNT 2 (if paid after 10 days but within 30 days after the date of the offence)	SPECIFIED PENALTY
32	Unauthorized parking in disable parking space; failure to display placard	\$200.00	\$250.00	\$300.00

Bylaw amendment for Barons.

It is recommended that following to be added to the traffic bylaw.

A definition of what handicapped parking space is.

Example: Handicapped Parking Space means a portion of the Highway set aside for the exclusive use of Motor Vehicles displaying a Handicapped Placard. (Lethbridge traffic bylaw definition).

Highway defined in Barons traffic bylaw is: "HIGHWAY" means every thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, or other place, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles within the Village of Barons;

Add to part 11 "Parking" create section 24 Handicapp parking

Example: Section 24 in part 11 of the traffic bylaw reads village of Barons traffic bylaw #705,

"any person parked or using a parking space designed for handicapped parking as defined in this bylaw, without a handicapped placard clearly visible, is guilty of an offence under this bylaw." Fine amount \$ 150.00

How can this be enforced.

Parking in a handicapped space without a placard can be enforced two ways:

- 1) A peace officer observes a vehicle parked in a handicapped stall without a placard.. ticket can be left on the window or mailed to the Registered owner of the said vehicle.
- 2) A complainant observing a vehicle parked in a handicapped stall without a placard can notify a peace officer and a charge can be mailed to the registered owner. It should be noted that a picture of the offending vehicle would be required with a statement of the details, before a charge would be sent.



Handicapped parking space recommendations.

Closest spot to the nearest entrance of the building. A free-standing sign clearly marked with the world symbol of handicap space. The stall is self should have a clearly marked and painted on the ground and on the curb. And any other requirements set out by the link below.

https://www.seton.ca/ada-parking-space-requirements?srsltid=AfmBOor5cMfCfBNanDSXYe_k_RqxDuzpRhoZgaYd-wdzdE5dZYjAXHvX

Village of Barons

Policy

Reference: Council Meeting	Adopted By: Resolution	Number: 080
Prepared By: Jen Durell	Date: January 27, 2025	Supersedes:

TITLE: CUSTOMER CODE OF CONDUCT

POLICY STATEMENT:

The Village of Barons is committed to serving the community by providing fair, consistent and accessible service to members of the public while attending a Village Facility, Program or while being provided with a Village Service. The Village of Barons is also committed to its employees by providing a safe working environment. On occasion, members of the public may make unreasonable demands or act in an inappropriate manner, such as harassing or by being threatening.

Employees are expected to treat all members of the public with respect and dignity regardless of the members of the public's behaviour.

PURPOSE

The purpose of this policy is to contribute to the Village of Barons' commitment to service excellence and good governance by addressing all requests and complaints equitably and efficiently, while acknowledging that there may be a need to protect staff from inappropriate behaviour.

Members of the public, visitors to Village Facilities, Program(s) or individuals conducting business with the Village shall refrain from inappropriate behaviour towards employees, elected officials and any person acting on behalf of the Village of Barons. If inappropriate behaviour occurs, the Village will take appropriate action to ensure a respectful workplace.

From time to time, it may be necessary for the Village of Barons to restrict or amend the way we allow an individual member of the public to communicate with us or how we communicate with them. This may be at the individual member of the public's request, or the Village may also choose to restrict an individual member of the public's contact.

If the Village determines, based on the member of the public's previous contact with the Village, it is no longer appropriate for them to communicate with the Village or the Village's employees in the same way as other members of the public this policy comes into effect.

Where a member of the public continues to behave unreasonably or in an inappropriate manner for a prolonged period of time, or it has been deemed that the behaviour is severe, the following policy outlines the necessary steps for restricting the form and manner of contact with the Village.

DEFINITIONS

“Chief Administrative Officer (CAO)” means the Chief Administrative Officer of the Village of Barons.

“Member of the public” is any individual other than an employee as defined in this policy.

“Designate” a person chosen to officially do a particular job (e.g. CAO designates someone to carry out CAO duties while away.)

“Employee” is any person employed by the Village which includes and is not limited to any person employed in the capacity of a full-time, part-time, casual, term, seasonal, summer, contracted position or volunteer of the Village of Barons.

“Facility” is a building, structure, parks, playgrounds, tennis courts, and ball diamonds or area whether indoors or not that is operated by the Village.

“Inappropriate Behaviour” includes but is not limited to:

- "Non-Compliance" refers to the deliberate disregard or violation of the established guidelines or rules governing the use of Village property or facilities, as outlined at each respective location.
- “Harassment” is any single incident or repeated incidents of objectional, inappropriate, or unwelcome conduct, comment bullying, unwelcome joking or display, action, or gesture by a person that the person knows or ought reasonably to know will or would cause offence, humiliation, or intimidation to another person, or adversely affects the other person’s mental and/or physical health and safety.
- “Hostile” is showing strong dislike, behaving unfriendly or aggressive.
- “Threatening” is having a hostile or deliberately frightening quality or manner, showing an intention to cause bodily harm or causing someone to feel vulnerable or at risk.

“Program” is an activity, event, course, or class organized and operated in any of the Village’s facilities,

“Property” means lands, premises, road allowances, parks, playgrounds, tennis courts, ball diamonds or other grounds associated with buildings owned, leased, or otherwise controlled by the Village as well as any vehicles including the Village’s equipment.

“Village” is the corporation of the Village of Barons.

Examples of what might be considered inappropriate behaviour are provided below. The list is not exhaustive, nor does a singular action set out below necessitate the application of this policy.

- Entering restricted areas or loitering in non-permitted zones of a Village facility without proper authorization, leading to potential safety concerns or disruption to others.
- Interfering with work by the Public Works.
- Residents not respecting barriers around worksites.
- Willfully causing damage or vandalism to Village property or equipment or engaging in theft or attempted theft of Village property.
- Using Village equipment or facilities for personal use without permission, or ignoring posted safety guidelines, such as bypassing security measures.
- Failing to adhere to established procedures for the use or maintenance of Village facilities, including improper disposal of waste or unauthorized alterations to equipment.
- Engaging in behaviour that creates a hostile environment for others using the facilities, such as verbal abuse, physical altercations, or disrupting scheduled activities by refusing to follow staff instructions or interfering with the activities of others.
- Complaints concerning an issue which staff have already investigated and determined to be groundless.
- Complaints concerning an issue which is substantially similar to an issue which staff have already investigated and determined to be groundless (e.g. with respect to the same neighbour or same property).
- Unreasonable conduct, which is abusive of the complaints process including, but not limited to:
 - harassing, verbally abusing or otherwise seeking to intimidate staff dealing with a complaint;
 - excessive or multiple lines of enquiry regarding the same issue (e.g. pursuing a complaint with staff in multiple Village departments and/or an elected official simultaneously) while a complaint is in the process of being investigated;
 - repeatedly challenging the findings of a complaint investigation, complaining about the outcome and/or denying that an adequate response has been given;
 - refusing to accept that an issue falls outside the scope of the Village's jurisdiction;
 - making unreasonable demands on staff by, for example, insisting on responses to complaints and enquiries within an unreasonable time-frame;
 - making statements or providing representations that the subject person knows or ought to know are incorrect, or persuading others to do so;
 - demanding special treatment from staff by, for example, not following the normal chain of command and immediately demanding to speak to a supervisor;
 - using new complaints to resurrect issues which were investigated and completed in previous complaints;

- changing the basis of the complaint as the investigation progress and/or denying statements made at an earlier stage;
- refusing to co-operate with the investigation process while still wanting the complaint to be resolved;
- failing to clearly identify the precise issues of the complaint, despite reasonable efforts of staff to obtain clarification of the concerns; or
- providing false or misleading information.

PROCESS

The Village of Barons approach to managing members of the public inappropriate behaviour is to follow a four-stage process.

Anonymous complaints as they are difficult, if not impossible, to assess or investigate will not be dealt with through this policy.

Stage 1 “Warning”: Members of the public displaying inappropriate behaviour (action, comment or joke that is offensive) will be warned politely by the Village representative they are dealing with. It is important to let the individual know exactly what behaviour has offended you.

This initial response is intended to notify the offender that their actions are inappropriate and give the individual an opportunity to change the offensive behaviour.

Stage 2 “The Single Point of Contact”: If the inappropriate behaviour continues, Village of Barons may adopt a “single point of contact” approach. This does not restrict the way the member of the public can deal with Village of Barons but restricts contact to one Village employee. The single point of contact should be the CAO. This appointed contact is responsible for managing future contact with the Village of Barons. It is important to note that a record of incidents shall be documented and include the following: date, times, locations, possible witnesses, what happened, your response, etc.

Stage 3 “Restricted Contact Channels”: If the member of the public, even when dealing with their single point contact, continues to display inappropriate behaviour, their contact channels may then be restricted further. For example: only dealing via email, telephone or in person. These decisions will be made by CAO with consultation with Council. It is important to note that the Village ’s restriction on an individual’s contact enables Village of Barons to deal with them efficiently and effectively; however, it may not be permanent. If a member of the public subjected to this procedure alters their behaviour, there is no reason why they should continue to be limited to a single point of contact.

Stage 4 “Public Ban”

If a member of the public continues to display inappropriate or disruptive behaviour despite the

previous stages of intervention, a public ban may be implemented. This stage involves restricting the individual from accessing certain Village facilities, programs or conducting business with the Village of Barons. When advancing to Stage 4, the individual member of the public should receive formal written notice detailing the reasons for the ban, specific location(s) or facilities affected, the duration of the ban and any other conditions of the restriction.

The CAO is responsible for issuing and communicating the notice, ensuring transparency and proper documentation of the process.

When a member of the public passes from one stage to another, they should receive confirmation of their status accompanied by an explanation. Notice should be provided in writing by the CAO. It is possible for a member of the public to progress from Stage 1 directly to any other Stage if the Village of Barons deems it appropriate to protect its staff warrants the immediate restriction of their contact channels.

ANNUAL REVIEW

This policy shall be reviewed annually with all staff. If an incident occurs prior to the date of renewal, this policy shall be revisited.

COMMUNICATION

As communication is important, both staff and the public will be informed of this policy. The Village will post this on its website, bulletin board at the Village Office and Canada Post bulletin board. Copies will be made available to those wishing to have a copy.

APPEAL

If someone does not agree with the decision made, an appeal can be made to Council for their consideration. If someone still does not agree with the decision, they have the option of obtaining legal advice.

CUSTOMER CODE OF CONDUCT COMPLAINT FORM

All incidents/complaints must be made by filling out this form. Any verbal complaints will be dismissed.

Please fill in this form to file a Customer Code of Conduct complaint about a resident/staff member for the Village of Barons and email it to cao@barons.ca. Try to fill in as much as possible with exact details.

Your name	
Your telephone number	
Your email address	
The name of the person you are complaining about (otherwise known as the Respondent)	
Respondent's title if any	
Where was the Respondent when the alleged incident took place	
Your relationship with the Respondent (for example, Council member, member of the public, staff)	

What are the details of your complaint?

1. How do you know about this incident?
(for example, it happened to you, or you were there as a witness)
2. Where did the incident take place?
3. When (date and time if you have it) did the incident take place?
4. What happened?
(Describe in detail what took place, specifying the role of the respondent in the incident.)

5. Were there any witnesses? If yes, please include their names and contact details if you have them.
6. What conduct do you think is inconsistent with the respondent's role and/or the Customer Code of Conduct Policy? Please put **X** in the box opposite the conduct.

Not Respecting the Decision-Making Process	
Non-Adherence to Policies, Procedures and Bylaws	
Disrespectful Interactions with staff, residents, the Public and/or Others	
Interfering with Staff and their duties	
Not respecting barriers around worksites	
Harassment and/or Verbal/Physical abuse	
Causing damage to Village property and/or equipment	
Engaging in behaviour that creates a hostile environment for others using any facilities	

Other:

7. How would you like the matter to be settled? Are you willing to participate in an informal resolution (such as mediation)?

Please attach any supporting documents (for example, photos, copies of emails or text messages, and so on) to your email.

Your email will be kept confidential during the preliminary assessment of your complaint. If you have any questions about the complaint process, email cao@barons.ca.

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

	<u>Revenue</u>	<u>Expenses</u>
Taxes	\$7,560.26	
General Administrative	\$250.00	\$17,472.40
Council		\$1,040.16
Fire Hall		\$1,010.55
Bylaw Enforcement	\$460.00	
Shop		\$3,119.04
Roads and Streets		\$5,049.39
Water/Sewer/Garbage	\$22,226.52	\$7,241.27
Green Acres Requisition		
Recreation Facilities/Parks		\$610.10
Casual Wages/STEP		\$2,850.50
Legal		
Telus Rental		
Chinook Arch		\$1,527.44
Requisition - School		
Bulk Water	\$324.00	
Auditor		
Xplornet	\$600.00	
Carwash		
Insurance		
ORRSC		\$4,183.59
FortisAlberta Franchise	\$1,108.68	
Assessor		\$1,653.00
MPC		
Sewer Lift Project		\$1,897.40
Grants		
ATCO Gas Franchise Fee	\$1,874.30	
Tree Trimming		
Treated Water - Nobleford		
Total	\$34,403.76	\$47,654.84

Bank Balance - as of January 31, 2025	\$94,587.25
Outstanding Cheques (as January 31, 2025)	\$3,809.86
GIC	\$330,048.68

2024 Taxes Owing	\$39,107.07
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Outstanding Taxes - Prior to 2024	\$6,917.33
Total Outstanding Taxes	\$46,024.40

Village of Barons
Request For Decision (RFD)

Meeting:	Regular Council
Meeting Date:	January 14, 2025
Originated By:	Jen Durell, Chief Administrative Officer
Title:	Bylaw #766 – Alternative Methods for Advertising Statutory Notices on Planning and Development Matters
Agenda Item Number:	11(a)

BACKGROUND/PROPOSAL:

To enable greater public participation in public hearings, changes to the Municipal Government Act (MGA) in Bill 20 require municipalities to offer electronic options for public hearings on planning and development matters.

This may include using a telephone, or online options. Electronic options for public hearings will ensure more residents are aware and informed of, and may participate in, local planning and development matters. Municipalities must, by bylaw, provide for electronic means of public hearings to be established within six months from the coming into force of the amendments.

Municipalities will now be restricted from offering any additional public hearings addressing council consideration of residential or mixed-use planning developments if those hearings are not already mandated by legislation (in the MGA or other legislation).

Limiting municipalities to only holding public hearings for planning and development matters that are required in legislation will ensure that development follows legislated timelines without undue delays. The public will still be able to engage through the required public hearings without municipalities holding additional public hearings.

Initials show support –

Reviewed By: CAO: Jen Durell

A bylaw providing for electronic means of public hearings must be established by April 30, 2025 (within six months from the coming into force of the amendments).

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

As this is now a requirement under the Municipal Government Act (MGA), the Village will need to establish a bylaw for the purposes of same. This must be in force by April 30, 2025 in order to be compliant with the changes to the MGA.

COSTS/SOURCE OF FUNDING (if applicable):

None

RECOMMENDED ACTION:

That Council adopt Bylaw #766 as presented.

ENCLOSURES:

1. Bylaw #766 – Alternative Methods for Advertising Statutory Notices on Planning and Development Matters
2. AB Municipal Affairs - Changes to the MGA; Planning and Development Public Hearings Fact Sheet

**VILLAGE OF BARONS
IN THE PROVINCE OF ALBERTA
BYLAW NO. 766**

BYLAW 766, BEING THE BYLAW OF THE VILLAGE OF BARONS, IN THE PROVINCE OF ALBERTA, TO ESTABLISH ALTERNATIVE METHODS FOR ADVERTISING STATUTORY NOTICES ON PLANNING AND DEVELOPMENT MATTERS.

WHEREAS, under the Municipal Government Act, RSA 2000, ch. M-26, as amended, and other enactments, a municipality must provide public notice for bylaws, resolutions, meetings, public hearings, and other matters, in accordance with section 606 of the Municipal Government Act either through newspaper publication, delivering a notice to residents, or other methods provided for in a bylaw under section 606.1 of the Municipal Government Act;

AND WHEREAS, under Section 606.1(1) of the Municipal Government Act, a council may enact a bylaw to use alternative advertising methods, including electronic means, for public notices of proposed bylaws, resolutions, meetings, public hearings, and other items referred to in section 606 of the Municipal Government Act;

AND WHEREAS, the Council of the Village of Barons is satisfied that the methods of advertising outlined in this bylaw are likely to bring matters so advertised to the attention of substantially all residents in the area to which the bylaw, resolution, or other thing relates or in which the meeting or hearing is to be held;

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

BYLAW TITLE: This Bylaw may be cited as the Advertising Bylaw.

ADVERTISING METHODS

1. Any notice of a bylaw, resolution, meeting, public hearing or other thing required to be advertised under the Municipal Government Act or another enactment must:
 - a) be given, in accordance with the timelines prescribed in subsections 606(3), (4), and (5) of the Municipal Government Act; and
 - b) contain the information prescribed in subsection 606(6) of the Municipal Government Act.
2. In addition to the advertising methods prescribed in section 606(2) of the Municipal Government Act, any notice of a bylaw, resolution, meeting, public hearing or other thing required to be advertised pursuant to the provisions of the Municipal Government Act or another enactment may be advertised through the following methods:
 - Electronically, by posting prominently on the Village of Barons' official website being <https://www.barons.ca/>; and/or
 - Electronically, by posting prominently on the Village of Barons' official social media

Platforms.

SEVERABILITY

If any section or provision of this bylaw is found by a court of law to be unlawful or beyond the authority of the Council, such sections shall be deemed severable, with the remaining portions continuing to be in full force and effect.

EFFECTIVE DATE

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

READINGS

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

MUNICIPALITY OF THE VILLAGE OF BARONS

MAYOR

ADMINISTRATOR

Changes to the *Municipal Government Act (MGA)* 2024

Planning and Development Public Hearings

Relevant *MGA* sections

- *MGA* s. 199
- *MGA* s. 216.1
- *MGA* s. 216.4

Previous *MGA* requirements

For planning and development matters, the *MGA* requires public hearings prior to council decisions for certain land use planning matters.

- S. 692 requires a public hearing to be held prior to second reading of a bylaw that adopts or amends a statutory plan or land use bylaw.
- S. 674 and 676 require a public hearing prior to the sale, lease, or disposal of municipal reserve, community services reserve, and school reserves as well as prior to disposal or lease of a conservation or environmental reserve.

Prior to the changes, municipalities were not required to provide electronic options for public hearings and municipalities could hold additional public hearings on planning and development matters beyond legislated requirements.

What has changed

To enable greater public participation in public hearings, changes to the *MGA* in Bill 20 require municipalities to offer electronic options for public hearings on planning and development matters. This may include using a telephone, or online options.

Electronic options for public hearings will ensure more residents are aware and informed of, and may participate in, local planning and development matters.

Municipalities must, by bylaw, provide for electronic means of public hearings to be established within six months from the coming into force of the amendments.

Municipalities will now be restricted from offering any additional public hearings addressing council consideration of residential or mixed-use planning developments if those hearings are not already mandated by legislation (in the *MGA* or other legislation).

Limiting municipalities to only holding public hearings for planning and development matters that are required in legislation will ensure that development follows legislated timelines without undue delays. The public will still be able to engage through the required public hearings without municipalities holding additional public hearings.

What municipalities need to know

A bylaw providing for electronic means of public hearings must be established by April 30, 2025 (within six months from the coming into force of the amendments).

Effective date

These changes took effect upon proclamation of Bill 20 on October 31, 2024.

Resources

To learn more, please refer to:

- Strengthening local elections and councils: <https://www.alberta.ca/strengthening-local-elections-and-councils>
- Bill 20: https://docs.assembly.ab.ca/LADDAR_files/docs/bills/bill/legislature_31/session_1/20230530_bill-020.pdf
- Amendment summary for Bill 20: <https://www.alberta.ca/system/files/ma-municipal-affairs-statutes-amendment-act-fact-sheet.pdf>

Contact us

Phone: 780-427-2225
Toll-free in Alberta: 310-0000
Email: ma.advisory@gov.ab.ca

Village of Barons
Request For Decision (RFD)

Meeting:	Regular Council
Meeting Date:	January 14, 2025
Originated By:	Jen Durell, Chief Administrative Officer
Title:	Policy #082 – Asset Retirement Obligations
Agenda Item Number:	11(c)

BACKGROUND/PROPOSAL:

In August, 2018, the Public Sector Accounting Board released a new public sector accounting standard, PS3280, Asset Retirement Obligations (ARO). This section takes effect for fiscal years beginning on or after April 1, 2022, which means that reporting year ending December 31, 2023 will be the first year impacted. This Document applies to municipalities and regional service commissions and provides a brief overview of activities relating to asset retirement obligations.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

As this is now a requirement for all municipalities, we are required to implement a policy outlining Asset Retirement Obligations and what our obligations are.

Measurement of an ARO liability should be the best estimate of the amount required to retire a tangible capital asset at the financial statement date. The liability estimate encompasses costs directly attributable to asset retirement activities including:

- post-retirement option, maintenance and monitoring that are an integral part of the retirement of the tangible capital asset;
- costs of tangible capital assets acquired as part of asset retirement activities to the extent those assets have no alternative use; and
- the liability should be estimated based on available information at the financial statement date.

Initials show support –

Reviewed By: CAO: Jen Durell

The carrying amount of an ARO liability is reconsidered at each financial reporting date. In periods subsequent to initial measurement, a public sector entity may recognize period to period changes in a liability resulting from:

- revision to either the timing, the amount of the original estimate of undiscounted cash flows, or the discount rate, as part of the cost of the related tangible capital asset; • the passage of time as an accretion expense;
- the revised carrying amount of the related tangible capital (or a component thereof) should be amortized in a rational and systematic manner on a go forward basis¹ ;
- once the tangible capital asset (or component thereof) is no longer in productive use, all subsequent changes in the estimate of the ARO liability should be recognized as an expense in the period they are incurred;
- a liability for an ARO continues to be recognized until it is settled or otherwise extinguished; and
- period to period changes in the liability are accounted for differently depending on how they came about and the state of the asset being retired.

In discussions with the Village's Auditor and the Engineer, the Village currently does not have any Asset Retirement Obligations, however, it is advised to have a policy in place if and when the situation may arise.

COSTS/SOURCE OF FUNDING (if applicable):

None

RECOMMENDED ACTION:

That Council adopt Policy #082 as presented.

ENCLOSURES:

1. Policy #082 – Asset Retirement Obligations
2. AB Municipal Affairs Asset Retirement Obligations Fact Sheet

Initials show support –

Reviewed By: CAO: Jen Durell

Village of Barons

Policy

Reference: Council Meeting	Adopted By: Resolution	Number: 082
Prepared By: Jen Durell	Date: February 5, 2025	Supersedes:

TITLE: ASSET RETIREMENT OBLIGATION POLICY

PURPOSE: The purpose of this policy is to establish a governance framework for the administration, financial accounting and reporting of assets, liabilities, and expenses associated with Asset Retirement Obligation (ARO) in accordance with Public Sector Accounting Standards (PSAS) 3280 – Asset Retirement Obligations.

POLICY STATEMENT: The Village of Barons will review and report an Asset Retirement Obligation, as at the financial reporting date for each calendar year, for those assets that meet all the criteria established by PSAS 3280.

DEFINITIONS

- a. “Asset Retirement Obligation (ARO)” means a legal obligation associated with the retirement of a tangible asset;
- b. “ARO Asset” refers to an asset retirement obligation associated with the economic resources controlled by the Village as a result of past transactions or events and from which future economic benefits are expected to be obtained;
- c. “Accretion Expense” means the increase in the carrying amount of a liability for asset retirement obligations due to the passage of time;
- d. “Discount Rate” means the time value of money and the risk specific to the liability for asset retirement obligations, for which future ARO cash flow estimates will be adjusted based on risk-free rate from Local Authorities Capital Financing Act, SA 2019, Chapter L-20.8.
- e. “Tangible Capital Asset” (TCA) means non-financial assets having physical substance that:
 - i. Are held for use in the production or supply of goods and services, for rental to others, for administrative purposes or for the development, construction, maintenance or repair of other tangible capital assets,
 - ii. Have useful economic lives extending beyond an accounting period,
 - iii. Are to be used on a continuing basis, and

- iv. Are not for sale in the ordinary course of operation;
- f. “Asset Retirement Activities” include all activities related to an asset retirement obligation, which may include, but are not limited to:
 - i. Decommissioning or dismantling a tangible capital asset that was acquired,
 - ii. Constructing, developing, or leasing;
 - iii. Remediation of contamination of a tangible capital asset created by its normal use;
 - iv. Post-retirement activities such as monitoring; or
 - v. Constructing other tangible capital assets to perform post-retirement activities
- g. “Legal Obligation” means a clear duty or responsibility to another party that justifies recognition of a liability, which can result from:
 - i. Agreements of contracts;
 - ii. Legislation of another government;
 - iii. A government’s own legislation; or
 - iv. A promise conveyed to a third party that imposes a reasonable expectation of performance upon the promisor under the doctrine of promissory estoppel;
- h. “Promissory estoppel” is the legal principle that a promise is enforceable by law, even if made without formal consideration when a promisor has made a promise to a promisee who then relies on that promise to his subsequent detriment;
- i. “Retirement” means the permanent removal of a tangible capital asset from service. This term encompasses sale, abandonment, or disposal in some other manner but not its temporary idling.

LEGISLATIVE AUTHORITIES: The Village of Barons is required to present its annual financial statements in accordance with the Public Sector Accounting Standards (PSAS) as established in the Chartered Professional Accountants (CPA) Handbook. Fulfilling this requirement includes accounting for and reporting liabilities related to Asset Retirement Obligations.

RESPONSIBILITIES

- a. The CAO is responsible for the oversight, governance of, and adherence to, this policy. The CAO may delegate, in whole or in part, this responsibility to any individual or group.
- b. The CAO is responsible for:

- i. All matters related to the corporate financial accounting and reporting of AROs,
- ii. Interpreting this policy, resolving disputes, and determining appropriate corporate financial reporting practices for AROs,
- iii. Ensuring compliance with ARO standard PSAS 3280, federal, provincial and municipal regulations which result in a legal obligation to the County,
- iv. Overseeing the Village's compliance with this policy, including the presentation and disclosure of reported assets and liabilities, accretion expense, amortization expense, settlements, and revisions of AROs in the Village's annual financial reports in accordance with PSAS 3280,
- v. Approving the ARO discount rate and ARO inflation rate every three years, and
- vi. Establishing supporting procedures regarding the management, financial accounting, and reporting of AROs.

RECOGNITION AND MEASUREMENT

a. Initial Recognition

- i. A liability should be recognized when, as at the financial reporting date; - There is a legal obligation to incur retirement costs in relation to a tangible capital asset as defined in FIN-10-006 Tangible Capital Assets Policy, - The past transaction or event giving rise to the liability has occurred, - It is expected that future economic benefits will be given up, and - A reasonable estimate of the amount can be made.
- ii. A liability for an asset retirement obligation cannot be recognized unless all the criteria above are satisfied.
- iii. The estimate of the liability would be based on the judgement of a subject matter expert and technology expected to be used in asset retirement activities.
- iv. The estimate of a liability should include costs directly attributable to asset retirement activities. Cost would include post-retirement operation, maintenance and monitoring that are an integral part of the retirement of the tangible capital asset.
- v. Directly attributable costs would include, but are not limited to, payroll and benefits, equipment and facilities, materials, legal and other professional fees, and overhead costs directly attributable to the asset retirement activity.
- vi. Upon initial recognition of a liability for an asset retirement obligation, the Village of Barons will recognize an asset retirement cost by increasing the carrying amount of the related tangible capital asset (or a component thereof) by

the same amount as the liability. Where the obligation relates to an asset which is no longer in service, and not providing economic benefit, or to an item not recorded by the Village of Barons as an asset, the obligation is expensed upon recognition.

b. Subsequent Measurement

- i. The asset retirement costs will be allocated to accretion expense in a rational and systematic manner over the useful life of the tangible capital asset or a component of the asset. On an annual basis, the existing asset retirement obligations will be assessed for any changes in expected cost, term to retirement, or any other changes that may impact the estimated obligation. In addition, any new obligations identified will also be assessed.

c. Presentation and Disclosure

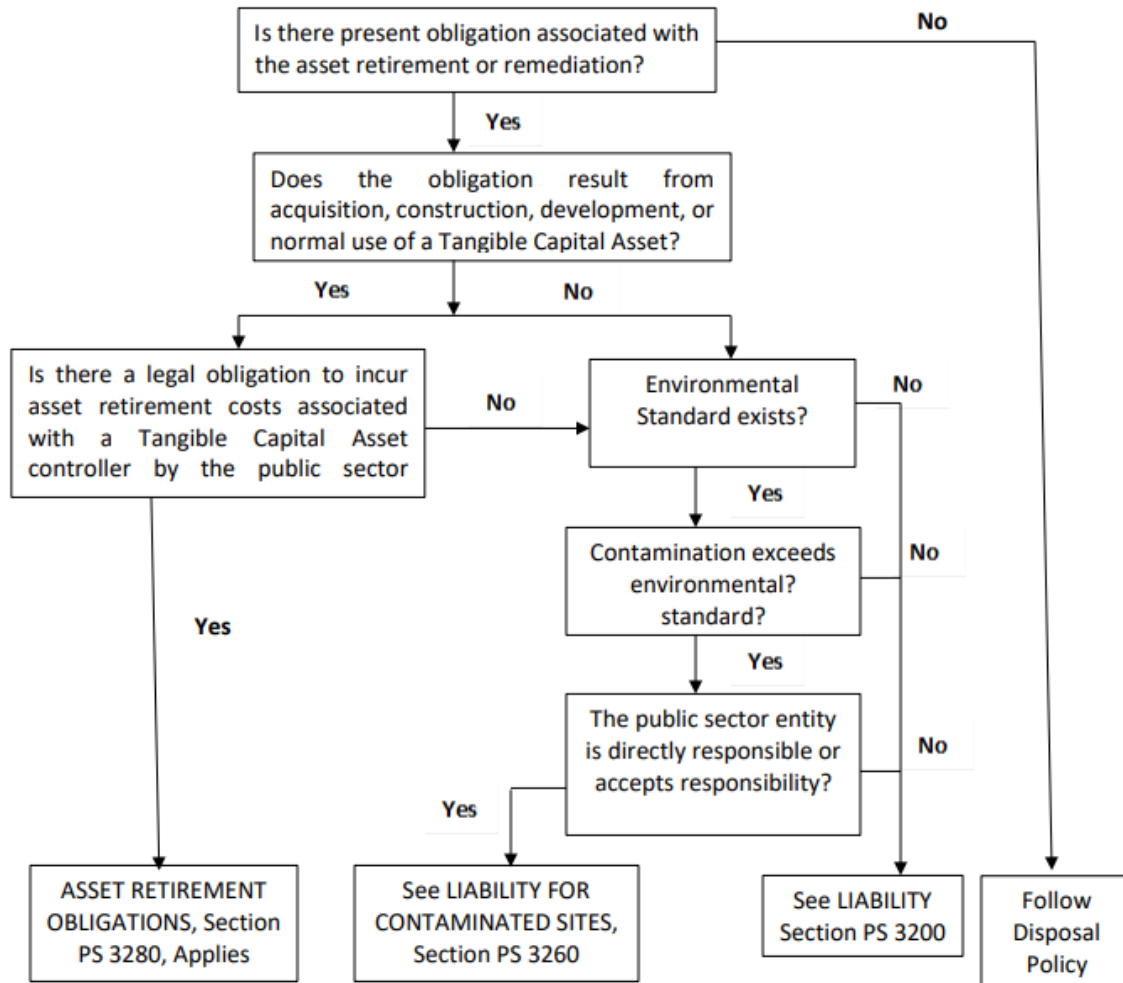
- i. The liability for asset retirement obligations will be disclosed.

d. Decision Tree

- i. Scope of applicability is attached to this policy as Appendix A.

Attachment A

Decision tree – Scope of applicability



Asset Retirement Obligations (ARO)

Fact Sheet for Municipal Financial Officers

In August 2018, the Public Sector Accounting Board released a new public sector accounting standard, PS 3280, Asset Retirement Obligations (ARO). This section takes effect for fiscal years beginning on or after April 1, 2022, which means that reporting year ending December 31, 2023, will be the first year impacted. The application of Section PS 3280 will relate to all public sector entities following Public Sector Accounting Standards. This document applies to municipalities and regional service commissions and provides a brief overview of activities relating to asset retirement obligations.

What is an Asset Retirement Obligation?

An ARO is a legal obligation associated with the retirement of a tangible capital asset¹. Primary examples of an ARO include removal of asbestos, removal of storage tank, wastewater or sewage treatment facilities, and closure/post closure liabilities relating to landfill sites.

Costs within scope

Tangible capital assets that could be impacted include those that are controlled by the municipality or regional services commission. The standard applies to all assets, including leased assets, whether they are in productive use or not, as well as fully amortized and unrecognized tangible capital assets.

Costs outside of scope

Costs that would be considered to be outside the scope of the standard include routine replacement or maintenance, improper use of a tangible capital asset, remediation of contaminated sites related to unexpected events, waste and by-products produced by tangible capital assets, and preparing a tangible capital asset for an alternative use.

Criteria

The following are the ARO liability recognition criteria from PS 3280 (at the financial reporting date):

- There is a legal obligation to incur retirement costs in relation to a tangible capital asset.
- The past transaction or event giving rise to the liability has occurred.
- It is expected that future economic benefits will be given up.
- A reasonable estimate of the amount can be made.

Recoveries should be recognized when:

- The recovery can be appropriately measured.
- A reasonable estimate of the amount can be made.
- It is expected that future economic benefits will be obtained.
- A recovery should not be netted against the liability¹.

Measurement

Measurement of an ARO liability should be the best estimate of the amount required to retire a tangible capital asset at the financial statement date. The liability estimate encompasses costs directly attributable to asset retirement activities including:

- post-retirement option, maintenance and monitoring that are an integral part of the retirement of the tangible capital asset;
- costs of tangible capital assets acquired as part of asset retirement activities to the extent those assets have no alternative use; and
- the liability should be estimated based on available information at the financial statement date.

Subsequent measurement

The carrying amount of an ARO liability is reconsidered at each financial reporting date.

In periods subsequent to initial measurement, a public sector entity may recognize period to period changes in a liability resulting from:

- revision to either the timing, the amount of the original estimate of undiscounted cash flows, or the discount rate, as part of the cost of the related tangible capital asset;
- the passage of time as an accretion expense;

- the revised carrying amount of the related tangible capital (or a component thereof) should be amortized in a rational and systematic manner on a go forward basis¹;
- once the tangible capital asset (or component thereof) is no longer in productive use, all subsequent changes in the estimate of the ARO liability should be recognized as an expense in the period they are incurred;
- a liability for an ARO continues to be recognized until it is settled or otherwise extinguished; and
- period to period changes in the liability are accounted for differently depending on how they came about and the state of the asset being retired.

Measurement uncertainty

In certain cases, there may be an indeterminate settlement date for the ARO. For example, a public sector entity may be uncertain when the cash flows associated with an ARO will occur. Uncertainty about the timing and amount of settlement of the ARO does not remove that obligation but will affect the measurement of the liability¹.

Implementation

PS 3280 will primarily be applied under the modified retroactive approach with restatement of prior year comparatives. The information presented for comparative purposes should be restated unless the necessary financial data are not reasonably determinable. There may be some situations where the implementation may require a prospective approach.

Entities may have previously recognized liabilities under PS 3260 - Liability for Contaminated Sites or PS 3270 - Solid Waste Landfill Closure and Post - Closure Liability (standard withdrawn when PS 3280 comes into effect). Those liabilities should be assessed under PS 3280 to determine if they are:

- Asset retirement obligations.
- In addition to contamination liabilities under PS 3260.

Retirement activities

May include, but are not limited to:

- decommissioning or dismantling a tangible capital asset that were acquired, constructed or developed;
- remediation (clean up) of contamination of a tangible capital asset created by its normal use;
- post-retirement activities such as monitoring; or
- constructing other tangible capital assets to perform post-retirement activities.

Impact on landfill liabilities

Accounting for landfills under Section PS 3280 compared to previous Section PS 3270:

	Section PS 3280 – AROs	Section PS 3270 - Landfills
Liability	Recognized when obligation incurred = earlier recognition	Recognized incrementally as landfill used = later recognition
Total Liability Overall	Generally the same	
Assets	Asset retirement costs capitalized	N/A
Net Debt	Earlier increase in net debt	Later increase in net debt
Total Expenses	Generally the same	
Annual Expenses	Difference in annual expenses are due to differences in methodology used	

Table from reference #2

Other resources

- 1) CPA Section PS 3280 Asset Retirement Obligations
- 2) BDO Canada LLP Article, Assurance and Accounting Asset Retirement Obligation (ARO): A Practical Approach to Section 3280 (published July 2020)
https://www.bdo.ca/BDO/media/FRS/PSAS/PSAS_Update_11Sep20.pdf
- 3) BDO Canada LLP Article, PSAB at a Glance (published July 2020)
https://www.bdo.ca/BDO/media/FRS/PSAS/PSAB-at-a-Glance-Section-PS-3280_1.pdf
- 4) Financial Advisory at Municipal Affairs contact information: 780-427-2225, toll-free in Alberta by dialing 310-0000 first and email at ma.advisory@gov.ab.ca