

**MINUTES**  
OF THE  
**PICTURE BUTTE TOWN COUNCIL MEETING**  
HELD IN  
**COUNCIL CHAMBERS ON**  
**Monday, July 23<sup>rd</sup>, 2018 AT 6:30 PM**

**PRESENT:** Mayor C. Moore                      Deputy Mayor J. Watson                      Councillor H. de Kok  
                    Councillor T. Feist                      Councillor C. Papworth

**ALSO PRESENT:** Chief Administrator Officer – K. Davis  
                            Director of Corporate Services – P. Lyster  
                            Director of Operations – F. West

**1.0 CALL TO ORDER**

Mayor Moore called the Regular Council Meeting to order at 6:30 p.m.

**2.0 ADOPTION OF THE AGENDA**

244 1807 23                      MOVED by Councillor de Kok that the Agenda be approved as presented.  
    CARRIED

**3.0 ADOPTION OF THE MINUTES**

3.1 Regular Council Meeting – June 25<sup>th</sup>, 2018

245 1807 23                      MOVED by Councillor Papworth that the Regular Council minutes of July 3<sup>rd</sup>,  
    2018 be approved as presented.  
    CARRIED

**4.0 PUBLIC HEARING – Bylaw 871-18 Land Use Bylaw No. 841-15 Amendment –  
Administrative Updates and Cannabis Regulation**

Dianne Horvath, a planner from the Oldman River Regional Services Commission spoke to the proposed Land Use Bylaw amendments. Ms. Horvath indicated that some of the proposed changes are administrative updates required by the Municipal Government Act, and the other changes are required due to the legalization of cannabis.

4.1 Submissions

4.1.1 In Person Submissions

4.1.1.1 Ask for Those in Favour

There were no submissions from those in attendance in favour of the amendments to bylaw 841-15.

4.1.1.2 Ask for Those Opposed

There were no submissions from those in attendance in opposition to the amendments to bylaw 841-15.

4.1.2 Written Submissions

4.1.2.1 Ask for Those in Favour

There were no written submissions in favour of the amendments to bylaw 841-15.

4.1.2.2 Ask for Those Opposed

There were no written submissions in opposition to the amendments to bylaw 841-15.

4.2 Adjourn Public Hearing

Mayor Moore adjourned the public hearing at 6:36 p.m.

## 5.0 DELEGATION

### 5.1 Walk on the Wild Side Society

Shirley Kiffiak spoke to Council on behalf of the Picture Butte Walk on the Wild Side Society. Ms. Kiffiak spoke on the history, accomplishments and upcoming plans for the trail. Ms. Kiffiak indicated that, with the permission and support of the Town and LNID, the Walk on the Wild Side Society hopes to cover the trail with a hard surface, as well as install benches and a handicap access ramp.

## 6.0 REQUESTS FOR DECISION

### 6.1 Bylaw 871-18 Land Use Bylaw No. 841-15 Amendment

246 1807 23      MOVED by Councillor Papworth to approve the second reading of Bylaw 871-18 – Land Use Bylaw Amendment.  
CARRIED

247 1807 23      MOVED by Councillor Feist to approve third and final reading of Bylaw 871-18 – Land Use Bylaw Amendment.  
CARRIED

### 6.2 South Grow Annual Membership Support

248 1807 23      MOVED by Councillor Papworth that the Town continue its membership in SouthGrow Regional Initiative.  
CARRIED

### 6.3 Ribbon Cutting – Off Leash Area and Lion’s Park Bathroom

249 1807 23      MOVED by Councillor de Kok that the ribbon cutting ceremony for the Off Leash Park and Lion’s Park Bathroom be held at 1:00 p.m. and 1:30 p.m. respectively on August 17<sup>th</sup>, 2018  
CARRIED

### 6.4 Picture Butte and District Recreation and Culture Committee Request – Community Facility Enhancement Program Application

250 1807 23      MOVED by Deputy Mayor Watson to direct Administration to write a letter of commitment to the Picture Butte and District Recreation and Culture Committee stating that the Town will give the Committee up to one million dollars to be used as matching funds for the grant application.  
CARRIED

### 6.5 Bylaw 781-18 Utility Bylaw – 1<sup>st</sup> Reading

251 1807 23      MOVED by Councillor de Kok to approve first reading of Bylaw 872-18 – Utility Bylaw.  
CARRIED

### 6.6 Southern Alberta Emergency Management Resource Sharing Agreement

252 1807 23      MOVED by Deputy Mayor Watson that Council approve the Southern Alberta Emergency Management Resource Sharing Agreement, and direct Administration to send a letter of approval to the City of Lethbridge.  
CARRIED

### 6.7 Lethbridge County Resident Letter – Subdivision Letter of Support

253 1807 23      MOVED by Councillor Feist to direct Administration to reply to the letter sent by Mr. Vandebrounhorst stating that the Town had no objection to having one acre parcel lots developed within the Urban Fringe as long as it adheres to the requirements outlined in the Inter-Municipal Development Plan.  
CARRIED

254 1807 23            MOVED by Councillor de Kok to amend the meeting agenda to include discussion of the Walk on the Wild Side Society as item 6.8 on the agenda.  
CARRIED

6.8 Walk on the Wild Side Society Request

255 1807 23            MOVED by Deputy Mayor Watson to direct Administration to communicate to the Lethbridge Northern Irrigation District the desire of the Walk on the Wild Side Society to install a hard surface path, benches and a handicap access ramp, and that the Town would be willing to maintain the 13,734 square meter LNID-owned parcel of land between the Northridge Subdivision and the Picture Butte Reservoir, and for Administration to explore the necessary amendments to the existing lease agreement in order to accomplish such.  
CARRIED

**7.0 MAYOR'S REPORT**

7.1 Mayor's Report

Mayor Moore advised Council of her recent activities.

July 7            Attended the Coaldale Settler Days Parade

July 16          Attended the Committee of the Whole meeting

256 1807 23            MOVED by Mayor Moore that the Mayor's Report be accepted as presented.  
CARRIED

**8.0 COUNCIL'S REPORT**

8.1 Council's Report

Deputy Mayor Watson advised Council of his recent activities.

July 16          Attended the Committee of the Whole meeting

Councillor de Kok advised Council of his recent activities.

July 16          Attended the Committee of the Whole meeting

Councillor Feist advised Council of her recent activities

July 16          Attended the Committee of the Whole meeting

Councillor Papworth advised Council of her recent activities.

July 16          Attended the Committee of the Whole meeting

257 1807 23            MOVED by Councillor Papworth that the Council Reports be accepted as presented.  
CARRIED

**9.0 ADMINISTRATION'S REPORT**

9.1 CAO Report

258 1807 23            MOVED by Councillor Papworth accept the CAO Report as presented.  
CARRIED

259 1807 23            MOVED by Councillor de Kok to authorize CAO Keith Davis to attend the 2018 Sponsorship Week Conference.  
CARRIED

**10.0 CORRESPONDENCE**

10.1 Pincher Creek Fair & Rodeo – Invitation – Parade

10.2 Claresholm & District Fair Days – Invitation – Parade

10.3 Alberta Fire Training Conference – Donation Request

10.4 AUMA – Local Authorities Election Act Revision Positions

10.5 Invitation to Meet with Minister of Municipal Affairs

260 1807 23            MOVED by Councillor de Kok to receive and file items 10.1 – 10.5  
CARRIED

10.6 AUMA President Mayor Morishita Meeting Invitation

261 1807 23            MOVED by Councillor Feist to schedule a meeting with Mayor Morishita and any Town Councillors able to attend for Friday, August 17<sup>th</sup>, 2018 at 11:30 a.m. in Council Chambers.  
CARRIED

10.7 County of Lethbridge Development Permit No. 2018-106

262 1807 23            MOVED by Deputy Mayor Watson to direct administration to reply Lethbridge County indicating Council has no objections to development permit application no. 2018-106.  
CARRIED

**11.0 INFORMATIONAL ITEMS**

- 11.1 Alberta Culture and Tourism – The Stars of Alberta Volunteer Award
- 11.2 Barons-Eureka-Warner – Family & Community Support Services – Municipality Voter Representation
- 11.3 Emergency Management Act – Engagement Sessions Information
- 11.4 Tango – Project Management Monthly Status Report – June 2018
- 11.5 Picture Butte and District Recreation and Culture Committee – Thank You Note
- 11.6 Oldman River Regional Services Commission – 2017 Annual Report and Financial Statements
- 11.7 Regional Economic Development Alliances – Regional Economic Update – June 2018
- 11.8 SouthGrow Mayors and Reeves Report – June 2018
- 11.9 Community Futures Annual General Meeting Minutes
- 11.10 Community Futures Board Meeting Minutes
- 11.11 Municipal Planning Commission Meeting Minutes – April 2018

263 1807 23            MOVED by Councillor Feist to receive and file informational items 11.1 – 11.11.  
CARRIED

**12.0 IN CAMERA SESSION**

- 12.1 FOIP – Division 2 Section 16(1)(c)(i) Tax Roll 307000 – Property Sale
- 12.2 FOIP – Division 2 Section 25(1)(b) Sunset Park – Insurance Opinion

264 1807 23            MOVED by Councillor Papworth to go into camera at 7:59 p.m.  
CARRIED

265 1807 23            MOVED by Councillor de Kok to leave in camera at 8:25 p.m.  
CARRIED

266 1807 23            MOVED by Deputy Mayor Watson that:  
1) Council approve a tax sale to be held Monday, October 15<sup>th</sup>, 2018 at 10:00 a.m.  
2) Council direct Administration to arrange for an appraiser to provide a written report of the market value of the property, and that the market value be used as the reserve price,  
3) Terms and conditions of the sale are to include that no bid will be accepted where the bidder attempts to attach conditions to the sale, a 10% non-refundable deposit in the form of cash, bank draft, certified cheque or lawyer's trust cheque be required on the date of the sale, and the remaining balance be due within four days of the sale.  
CARRIED

**13.0 ADJOURNMENT**

The Next Regular Council Meeting is scheduled for August 27<sup>th</sup>, 2018 beginning at 6:30 p.m.

267 1807 23            MOVED by Councillor Feist that the Regular Council Meeting adjourn at 8:32 p.m.  
CARRIED

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Cathy Moore  
Mayor

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Keith Davis  
CAO