

**MINUTES**  
**OF THE**  
**PICTURE BUTTE TOWN COUNCIL MEETING**  
**HELD IN**  
**COUNCIL CHAMBERS**  
**Monday, March 24<sup>th</sup>, 2025 AT 6:30 PM**

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

**ALSO PRESENT:** Chief Administrative Officer – K. Davis  
Director of Corporate Services – M. Overbeeke  
Administrative Assistant – K. Rice

**1.0 CALL TO ORDER**

Mayor Moore called the Regular Council Meeting to order at 7:04 p.m.

**2.0 ADOPTION OF THE AGENDA**

104 2503 24 MOVED by Deputy Mayor Papworth that the agenda be approved as amended.  
REMOVE: 6.2 MDP Committee Meeting  
CARRIED

**3.0 ADOPTION OF THE MINUTES**

3.1 Regular Council Meeting – March 10<sup>th</sup>, 2025

105 2503 24 MOVED by Councillor Feist that the Regular Council Meeting minutes of March 10<sup>th</sup>, 2025 be approved as presented.  
CARRIED

**4.0 PUBLIC HEARING – None for this meeting**

**5.0 DELEGATION**

5.1 Troy Grainger, Community Futures Executive Director

Troy Grainger, Executive Director of Community Futures shared the 2025 Shareholder Presentation with Council. This presentation included introducing Community Futures Lethbridge Region which is a federally supported program that helps support businesses who may struggle to get financial support from traditional lenders. Products offered by Community Futures Lethbridge Region include Business Improvement Loans. Based on the statistics provided 7% of the Business Improvement Loans that have been awarded were to businesses in Picture Butte. The second product presented was the Regional Relief and Recovery Fund. This was instituted to help businesses during COVID. Some of the key projects that Community Futures currently has is the Blackfoot Signage Project, which provides subsidized funding for the design and production of Blackfoot language signage. The Launch Point Pitch Competition, which is a project designed to help entrepreneurs get an opportunity to develop their projecting pitching skills. Lastly, the Kidz in the Biz Project which is a trade show event targeted for youth aged 9-16. Community Futures has a couple of upcoming projects which include the Southern Alberta Economic Summit, Intro to Ai for Businesses three-part courses, Fundraising for Startups and Exit Navigator. All of which can be advertised on the Town Facebook Page. Troy presented client feedback that emphasized the focus of Community Futures is on their clients and helping them to be successful. Council is welcome to direct business owners who have operational questions to Community Futures as they can assist with answering these inquiries.

**6.0 REQUESTS FOR DECISION**

**6.1 Bylaw No. 958-25 Services Fees and Rates Bylaw**

- 106 2503 24

MOVED by Councillor de Kok first reading of Bylaw No. 958-25 Services Fees and Rates Bylaw.

CARRIED
- 107 2503 24

MOVED by Deputy Mayor Papworth second reading of Bylaw No. 958-25 Services Fees and Rates Bylaw.

CARRIED
- 108 2503 24

MOVED by Councillor Feist permission to move to third reading of Bylaw No. 958-25 Services Fees and Rates Bylaw.

CARRIED UNANIMOUSLY
- 109 2503 24

MOVED by Councillor Neels third and final reading of Bylaw No. 958-25 Services Fees and Rates Bylaw.

CARRIED

**7.0 MAYOR’S REPORT**

**7.1 Mayor’s Report**

- March 17

Attended a Committee of the Whole meeting
- March 18

Attended the Regional Intergovernmental Workshop
- March 21

Attended a Jamboree Days Planning meeting

- 110 2503 24

MOVED by Mayor Moore that the Mayor’s Report be accepted as presented.

CARRIED

**8.0 COUNCIL’S REPORT**

**8.1 Council’s Report**

Councillor Neels advised Council of her recent activities:  
March 17            Attended a Committee of the Whole meeting

Councillor Feist advised Council of her recent activities:  
No meetings to report.

Councillor de Kok advised Council of his recent activities:  
March 17            Attended a Committee of the Whole meeting  
March 18            Attended the Regional Intergovernmental Workshop

Deputy Mayor Papworth advised Council of her recent activities:  
March 12            Attended a Green Acres Foundation Executive Committee meeting  
March 17            Attended a Committee of the Whole meeting  
March 18            Attended the Regional Intergovernmental Workshop  
March 19            Attended a Green Acres Foundation Executive Committee meeting

- 111 2503 24

MOVED by Deputy Mayor Papworth that the Council Reports be accepted as presented.

CARRIED
- 112 2503 24

MOVED by Councillor de Kok to register Yves Leclair and Bronwyn Kelly in the Economic Development Committee funded by the Economic Development Committee.

CARRIED

**9.0 ADMINISTRATION’S REPORT**

9.1 2024 Director of Emergency Services Monthly Report

113 2503 24            MOVED by Councillor de Kok to receive and file the Director of Emergency Services Monthly Report as presented.

CARRIED

**10.0 CORRESPONDENCE**

10.1 Alberta Municipal Affairs – Education Property Tax

114 2503 24            MOVED by Councillor de Kok to receive and file Alberta Municipal Affairs Education Property Tax.

CARRIED

10.2 Alberta Municipalities – Meet and Greet Invitation

115 2503 24            MOVED by Councillor de Kok to receive and file Alberta Municipalities Meet and Greet Invitation.

CARRIED

10.3 Southern Alberta Energy from Waste – Update

116 2503 24            MOVED by Councillor de Kok to receive and file Southern Alberta Energy from Waste Update.

CARRIED

10.4 Patrick Brown, Mayor of Brampton – Stand for Canada

117 2503 24            MOVED by Councillor de Kok to receive and file Patrick Brown, Mayor of Brampton Stand for Canada.

CARRIED

10.5 Family & Community Support Services – All Council Event Invitation

118 2503 24            MOVED by Councillor Feist to receive and file Family & Community Support Services All Council Event Invitation.

CARRIED

10.6 Natural Resources Conservation Board – Application LA25007 – Notice of Decision Vanden Dool Farm’s Ltd.

119 2503 24            MOVED by Deputy Mayor Papworth to receive and file Natural Resources Conservation Board – Application LA25007 – Notice of Decision Vanden Dool Farm’s Ltd.

CARRIED

**11.0 INFORMATIONAL ITEMS**

11.1 Alberta Government – Police Governance Consultation Results

11.2 Oldman River Regional Services Commission – Executive Committee Meeting Minutes

11.3 Oldman River Regional Services Commission – Board of Directors Meeting Minutes – December, 2024

120 2503 24            MOVED by Councillor Feist to receive and file all informational items.

CARRIED

**12.0 CLOSED SESSION** – None for this meeting.

13.0 ADJOURNMENT

The next Regular Council Meeting is scheduled for April 14<sup>th</sup>, 2025 beginning at 6:30 p.m.

121 2503 24

MOVED by Deputy Mayor Papworth that the Regular Council Meeting adjourn at 7:47 p.m.

CARRIED

Cathy Moore

Mayor

Keith Davis

Chief Administrative Officer