

MINUTES
OF THE
PICTURE BUTTE TOWN COUNCIL MEETING
HELD IN
COUNCIL CHAMBERS
Monday, April 14th, 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
Director of Parks & Recreation – C. Van Dorp
Town Planner – K. Schlamp
Administrative Assistant – K. Rice

1.0 CALL TO ORDER

Mayor Moore called the Regular Council Meeting to order at 6:42 p.m.

2.0 ADOPTION OF THE AGENDA

122 2504 14 MOVED by Deputy Mayor Papworth that the agenda be approved as presented.

CARRIED

3.0 ADOPTION OF THE MINUTES

3.1 Regular Council Meeting – March 24th, 2025

123 2504 14 MOVED by Councillor Feist that the Regular Council Meeting minutes of March 24th, 2025 be approved as presented.

CARRIED

4.0 PUBLIC HEARING

4.1 Bylaw No. 955-25 Land Use Bylaw No. 841-15 Amendment – Home Occupations in Large Lot Residential Zoning

Kattie Schlamp spoke to the amendments being proposed regarding Bylaw No. 955-25 Land Use Bylaw No. 841-15 Amendment. It was explained that if the proposed changes are approved, Council can move forward with the second and third readings.

4.1.1 Submissions

4.1.1.1 In Person Submissions

4.1.1.1.1 Ask for Those in Favour

There was no one present to speak in favour of the proposed bylaw.

4.1.1.1.2 Ask for Those Opposed

There was no one present to speak in opposition to the proposed bylaw.

4.1.1.2 Written Submissions

4.1.1.2.1 Ask for Those in Favour

There were no written submissions in favour of the proposed bylaw.

4.1.1.2.2 Ask for Those Opposed

There were no written submissions in opposition to the proposed bylaw.

4.2 Bylaw No. 956-25 Land Use Bylaw No. 841-15 Amendment – Direct Control Zoning

Kattie Schlamp spoke to the amendments being proposed regarding Bylaw No. 956-25 Land Use Bylaw No. 841-15 Amendment. Kattie explained that there is no direct control zoning for roads. It was explained that if the proposed changes are approved, Council can move forward with the second and third readings.

4.2.1 Submissions

4.2.1.1 In Person Submissions

4.2.1.1.1 Ask for Those in Favour

There was no one present to speak in favour of the proposed bylaw.

4.2.1.1.2 Ask for Those Opposed

There was no one present to speak in opposition to the proposed bylaw.

4.2.1.2 Written Submissions

4.2.1.2.1 Ask for Those in Favour

There were no written submissions in favour of the proposed bylaw.

4.2.1.2.2 Ask for Those Opposed

There were no written submissions in opposition to the proposed bylaw.

4.3 Adjourn Public Hearing

Mayor Moore adjourned the public hearing at 6:52 p.m.

5.0 REQUESTS FOR DECISION

5.1 Bylaw No. 955-25 Land Use Bylaw No. 841-15 Amendment – Home Occupations in Large Lot Residential Zoning

124 2504 14 MOVED by Councillor de Kok second reading of Bylaw No. 955-25
CARRIED

125 2504 14 MOVED by Councillor Neels third and final reading of Bylaw No. 955-25.
CARRIED

5.2 Bylaw No. 956-25 Land Use Bylaw No. 841-15 Amendment – Direct Control Zoning

126 2504 14 MOVED by Deputy Mayor Papworth second reading of Bylaw No. 956-25
CARRIED

127 2504 14 MOVED by Councillor Feist third and final reading of Bylaw No. 956-25.
CARRIED

Kattie Schlamp left the meeting at 7:00 p.m.

6.0 DELEGATION

6.1 MWG Accountants – 2024 Audited Financial Statements

Patrick Treadwell from MWG Accountants presented the 2024 Audited Financial Statements to Council. Patrick explained the auditing process and what the roles of Town employees and MWG Accountants was through the process. Patrick shared that is their opinion that this is a clean audit report. Michelle Overbeeke shared that the debt load is down so the year was finished out well. Councillor de Kok asked

who is liable if something is wrong. Patrick explained the MWG has materiality and the Town has Director and Liability Insurance that covers this.

Patrick Treadwell left the meeting at 7:10 p.m.

6.2 Centennial Committee

Eva Penner and Janine presented ideas that the Centennial Committee has regarding the Centennial Celebration. These ideas included a 100-year history book about Picture Butte, fireworks displays, drone displays, a digital sign, and statue ideas for the Town entrance. Janine presented ideas for the book and mentioned that they are welcome to sponsors and they are going to reach out the public for submissions as they would like the book to be mostly photos to include with a deadline in September. The committee intends on applying for grants for the book to help cover the cost, Mayor Moore asked if they have applied for any grants and Eva responded that they have not but they have been informed that because this is a Centennial Celebration there are grants available for most of their ideas. Eva explained that they are looking for approval from Council so that they can move forward with planning the ideas they have presented. They are also looking for a letter of support that the committee can use when applying for grants. Keith as for them to put together a list of the grants that they would like to apply for so that the Town can budget for them. It was explained that everything needs to be brought to Council for approval prior to purchase, after that purchases can be made through administration or receipts can be submitted for reimbursement. Janine and Eva asked about charitable donation receipts. Michelle explained that the money has to being going towards a Council approved project. Janine asked about if a donor donates directly to a specific item. It was explained that they can do that but there would not be an official donation receipt. The committee is going to be looking for volunteers and they would like to have shirts and lanyards to clearly identify the volunteers. Mayor Moore thanked Eva and Janine for their time and let them know that Council would discuss and get back to them.

Eva Penner and Janine left immediately after delegation.

7.0 **REQUESTS FOR DECISION**

7.1 2024 Audited Financial Statements

128 2504 14 MOVED by Councillor de Kok that the 2024 Audit Statements be approved.
CARRIED

7.2 Bylaw No. 959-25 Tax Rate Bylaw

129 2504 14 MOVED by Councillor de Kok first reading of Bylaw No. 959-25 2025 Tax
Rate Bylaw.
CARRIED

130 2504 14 MOVED by Deputy Mayor Papworth second reading of Bylaw No. 959-25,
2025 Tax Rate Bylaw.
CARRIED

131 2504 14 MOVED by Councillor Feist permission to move to the third reading of Bylaw
No. 959-25 2025 Tax Rate Bylaw.
CARRIED UNANIMOUSLY

132 2504 14 MOVED by Councillor Neels third and final reading of Bylaw No. 959-25
2025 Tax Rate Bylaw.
CARRIED

7.3 Drafted Policy No. 133 Recognition of Prior Service

133 2504 14 MOVED by Councillor Feist to accept Municipal Policy No. 133 Recognition
of Prior Service.
CARRIED

7.4 Jamboree Days Theme

- 134 2504 14 MOVED by Councillor de Kok to direct Administration to write a letter to the Ag Society requesting them to consider the 2025 Jamboree Days theme to be one that recognizes Doctors/Health Professionals.
- CARRIED

7.5 Millenium Capsule Opening Event

- 135 2504 14 MOVED by Councillor Neels to open the capsule on August 16, 2025 at 4:30 p.m. and present the items in the capsule. Following any Formalities with the capsule opening a BBQ will follow at 5:30 p.m.
- CARRIED

8.0 MAYOR'S REPORT

8.1 Mayor's Report

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| March 24 | Attended a Municipal Planning Commission meeting |
| March 25 | Attended the Health Professionals Attraction and Retention Committee meeting
(Basket making for Hello & Goodbye Event) |
| March 29 | Attended the Hello & Goodbye Event |
| April 2 | Attended a Picture Butte and District Chamber of Commerce Executive meeting |
| April 2 | Attended the Family & Community Support Services All Council Dinner meeting |
| April 4 | Attended a Mayors and Reeves of Southwest Alberta meeting |
| April 10 | Attended a Picture Butte and District Chamber of Commerce meeting |
| April 11 | Attended the Green Acres Foundation 65 th Anniversary Event |
| April 14 | Attended a Municipal Development Committee meeting |
| April 14 | Attended a Municipal Planning Commission meeting |
- 136 2504 14 MOVED by Mayor Moore that the Mayor's Report be accepted as presented.
- CARRIED

9.0 COUNCILS REPORT

8.1 Council's Report

Councillor Neels advised Council of her recent activities:

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| March 24 | Attended a Municipal Planning Commission meeting |
| March 27 | Attended the 2025 Southern Alberta Economic Summit |
| April 2 | Attended a Zoom Alberta Municipalities CEO Meet & Greet Event |
| April 2 | Attended the Family & Community Support Services All Council Event |
| April 3 | Attended a Chinook Arch Regional Library Board meeting |
| April 14 | Attended a Municipal Development Committee meeting |
| April 14 | Attended a Municipal Planning Commission meeting |

Councillor Feist advised Council of her recent activities:

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| March 24 | Attended a Municipal Planning Commission meeting |
| March 29 | Attended the Hello & Goodbye Event |
| April 2 | Attended the Family & Community Support Services All Council Event |
| April 14 | Attended a Municipal Development Committee meeting |
| April 14 | Attended a Municipal Planning Commission meeting |

Councillor de Kok advised Council of his recent activities:

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| March 24 | Attended a Municipal Planning Commission meeting |
| March 26 | Attended a Zoom Southern Alberta Energy from Waste Association Facility meeting |
| March 27 | Attended half day of the 2025 Southern Alberta Economic Summit |
| March 28 | Attended a Zoom Southern Alberta Energy from Waste Association meeting |

April 14	Attended a Municipal Development Committee meeting
April 14	Attended a Municipal Planning Commission meeting
Deputy Mayor Papworth advised Council of her recent activities:	
March 24	Attended a Municipal Planning Commission meeting
March 25	Attended a Health Professionals Attraction & Retention Committee meeting (Basket making for Hello & Goodbye Event)
March 26	Attended a Green Acres Foundation meeting
March 26	Attended Land and Property Rights Tribunal Training
March 29	Attended the Hello & Goodbye Event
April 2	Attended the Family & Community Support Services All Council Event
April 11	Attended the Green Acres Foundation 65 th Anniversary Event
April 12	Attended the Green Acres Foundation Spring Fling Event
April 14	Attended a Municipal Development Committee meeting
April 14	Attended a Municipal Planning Commission meeting

137 2504 14	MOVED by Deputy Mayor Papworth that the Council Reports be accepted as presented.	CARRIED
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10.0 ADMINISTRATION'S REPORT

10.1 CAO Report

138 2504 14	MOVED by Deputy Mayor Papworth to receive and file the CAO Report as presented.	CARRIED
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10.2 Director of Recreation Monthly Report

139 2504 14	MOVED by Councillor Feist to receive and file the Director of Recreation Monthly Report as presented.	CARRIED
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11.0 CORRESPONDENCE

11.1 Alberta Municipal Affairs – Bill 50

140 2504 14	MOVED by Councillor Neels to receive and file Alberta Municipal Affairs – Bill 50.	CARRIED
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11.2 Alberta Tourism and Sport – Alberta Winter and Summer Games

141 2504 14	MOVED by Councillor de Kok to receive and file Alberta Tourism and Sport – Alberta Winter and Summer Games.	CARRIED
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11.3 Alberta Transportation and Economic Corridors – Response Letter

142 2504 14	MOVED by Councillor Feist to receive and file Alberta Transportation and Economic Corridors – Response Letter.	CARRIED
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143 2504 14	MOVED by Councillor de Kok to direct Administration to investigate getting a speed recorder to monitor speeds.	CARRIED
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11.4 Alberta Municipal Affairs – Bill 20 Clarifications

144 2504 14	MOVED by Councillor Neels receive and file Alberta Municipal Affairs – Bill 20 Clarifications.	CARRIED
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11.5 Family & Community Support Services – All Council Event Invitation

145 2504 14 MOVED by Councillor Feist to receive and file Family & Community Support Services All Council Event Invitation.
CARRIED

11.6 Alberta Municipal Affairs – Fire Services Training Program grant approval

146 2504 14 MOVED by Councillor Neels to receive and file Alberta Municipal Affairs – Fire Services Training Program grant approval.
CARRIED

12.0 INFORMATIONAL ITEMS

147 2504 14 MOVED by Councillor de Kok to receive and file all informational items.
CARRIED

13.0 CLOSED SESSION

148 2504 14 MOVED by Deputy Mayor Papworth to close the meeting to the public in accordance with Division 2 Section 16 of the Freedom of Information and Protection of Privacy Act to discuss Tax Arrears Auction Dates and the Oak Point Development Agreement at 8:53 p.m.
CARRIED

149 2504 14 MOVED by Councillor de Kok to open the meeting to the public at 9:13 p.m.
CARRIED

150 2504 14 MOVED by Deputy Mayor Papworth to set the auction date for Thursday, the 26th of June, 2025 beginning at 10 a.m. Establish a reserve selling price by using the latest assessed price of the property and establish the following terms and conditions of the sale; No offers with conditions will be accepted; cash or bank draft only; 10% deposit is payable upon the acceptance of the bid at public auction; the balance of the accepted bid is due two days after the auction, if the balance was not received the deposit will be forfeited and the Town will consider the next bid; GST will be applicable as per Federal statutes.
CARRIED

151 2504 14 MOVED by Councillor de Kok to accept the Development Agreement as presented conditional upon the Town: receiving the stated security deposit as per the agreement; receiving proof of insurance; and receiving any other documentation required by Administration.
CARRIED

13.0 ADJOURNMENT

The next Regular Council Meeting is scheduled for April 28th, 2025 beginning at 6:30 p.m.

152 2504 14 MOVED by Deputy Mayor Papworth that the Regular Council Meeting adjourn at 9:20 p.m.
CARRIED

Cathy Moore
Mayor

Keith Davis
Chief Administrative Officer