



AGENDA

REGULAR MEETING OF PICTURE BUTTE TOWN COUNCIL COUNCIL CHAMBERS

Monday, 27th March, 2023 at 6:30 pm

1.0 CALL TO ORDER

2.0 ADOPTION OF THE AGENDA

3.0 ADOPTION OF THE MINUTES

3.1 Regular Council Meeting Minutes – 13th March, 2023

4.0 PUBLIC HEARING

5.0 DELEGATION

5.1 Mark Lowe, Principal Picture Butte High School

6.0 REQUESTS FOR DECISION

6.1 Water, Sewerage and Garbage rates

6.2 Arena and Pool User Fees

6.3 Bylaw No. 933-23 Service Fees, Rates and Charges bylaw

6.4 2023 Operational budget surplus allocations

6.5 Fundraising idea for 4th Streetscapes

6.6

7.0 MAYOR'S REPORT

8.0 COUNCIL'S REPORT

9.0 ADMINISTRATION'S REPORT

9.1 CAO Report

9.1.1 Emergency Services Report

10.0 CORRESPONDENCE

10.1 Town hall with Minister of Public Safety and Emergency Services

10.2 Rural Renewal Stream designation

10.3 Alberta Municipal Affairs – Alberta Community Partnership program approval

10.4 Alberta Municipal Affairs – Fire Services Training program approval

11.0 INFORMATIONAL ITEMS

- 11.1 AHS Announcement – New President and CAO
- 11.2

12.0 CLOSED SESSION

- 12.1 FOIP Act Division 2 Section 16 – Sunset Park Phase 2 Construction Tender results

13.0 ADJOURNMENT

MINUTES
OF THE
PICTURE BUTTE TOWN COUNCIL MEETING
HELD IN
COUNCIL CHAMBERS
Monday, March 13th, 2023 AT 6:30 PM

PRESENT: Mayor C. Moore Deputy Mayor H. de Kok Councillor C. Papworth
Councillor T. Feist (Zoom) Councillor S. Thomson

ALSO PRESENT: Chief Administrative Officer – K. Davis
Director of Corporate Services – M. Overbeeke
Director of Operations – A. Benson
Administrative Assistant – C. Johnson

1.0 CALL TO ORDER

Mayor Moore called the Regular Council Meeting to order at 6:48 p.m.

2.0 ADOPTION OF THE AGENDA

056 2303 13 MOVED by Councillor Papworth that the agenda be approved as amended:
REMOVE: 5.1 Denver Brewin – Telus Services Presentation
CARRIED

3.0 ADOPTION OF THE MINUTES

3.1 Regular Council Meeting – February 27th, 2023

057 2303 13 MOVED by Deputy Mayor de Kok that the Regular Council Meeting minutes
of February 27th, 2023 be approved as presented.
CARRIED

4.0 PUBLIC HEARING – None for this meeting

5.0 DELEGATION – None for this meeting

6.0 REQUESTS FOR DECISION

6.1 Alberta Advantage Immigration Program – Rural Renewal Stream

058 2303 13 MOVED by Councillor Thomson to request the province to join the Town of
Taber's designation for the Alberta Advantage Immigration Program.
CARRIED

6.2 OptionPay

059 2303 13 MOVED by Councillor Papworth to direct Administration to implement the
OptionPay fee structure for credit card payments online and in office.
CARRIED

7.0 MAYOR'S REPORT

7.1 Mayor's Report

Mayor Moore advised Council on her recent activities:
March 3 Attended Mayors and Reeves meeting
March 13 Attended a Municipal Planning Commission meeting

060 2303 13 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 de Kok advised Council of his recent activities:

March 13 Attended a Municipal Planning Commission meeting

Councillor Feist advised Council of her recent activities:

March 1 Attended a Family and Community Support Services meeting

March 2 Attended an Oldman River Regional Services Commission meeting

March 13 Attended a Municipal Planning Commission meeting

Councillor Papworth advised Council of her recent activities:

March 7-10 Attended an Assessment Board Member Training

March 13 Attended a Municipal Planning Commission meeting

Councillor Thomson advised Council of his recent activities:

March 9 Attended a Picture Butte & District Chamber of Commerce meeting

March 13 Attended a Municipal Planning Commission meeting

061 2303 13 MOVED by Deputy Mayor de Kok to host an All Councils meeting.
CARRIED

062 2303 13 MOVED by Councillor Papworth that the Council Reports be accepted as presented.
CARRIED

9.0 ADMINISTRATION'S REPORT

9.1 CAO Report

063 2303 13 MOVED by Councillor Feist to accept the CAO Report as presented.
CARRIED

9.1.1 Director of Operations Report

064 2303 13 MOVED by Councillor Thomson to accept the Director of Operations Report.
CARRIED

10.0 CORRESPONDENCE

10.1 Oldman River Health Advisory Council Meeting Invitation

065 2303 13 MOVED by Councillor Papworth to receive and file Oldman River Health Advisory Council Meeting Minutes.
CARRIED

10.2 Alberta Municipal Affairs – 2023 MSI Funding Allocations

066 2303 13 MOVED by Councillor Papworth to receive and file the Alberta Municipal Affairs – 2023 MSI Funding Allocations.
CARRIED

10.3 Alberta Municipal Affairs – 2023 Provincial Budget

067 2303 13 MOVED by Deputy Mayor de Kok to receive and file the Alberta Municipal Affairs – 2023 Provincial Budget.
CARRIED

10.4 Southern Alberta Economic Development Forum Invitation

068 2303 13 MOVED by Councillor Papworth to allow Deputy Mayor de Kok to attend the Southern Alberta Economic Development Forum and for the Town to cover the costs of attending.

CARRIED

11.0 INFORMATIONAL ITEMS

- 11.1 Picture Butte & District Chamber of Commerce – Community Easter Egg Hunt
- 11.2 Walk on the Wildside Society – Meeting Minutes – February, 2022
- 11.3 Walk on the Wildside Society – Meeting Minutes – May, 2022
- 11.4 Walk on the Wildside Society – Meeting Minutes – May, 2022
- 11.5 Walk on the Wildside Society – Meeting Minutes – September, 2022
- 11.6 Oldman River Regional Services Commission – Board of Directors Meeting Minutes – December 2022
- 11.7 Barons Eureka Warner FCSS – Board Meeting Minutes – February 2023
- 11.8 Southern Alberta Energy from Waste Association – Roadmap February 2023
- 11.9 Alberta Municipalities Analysis on Provincial Budget 2023

069 2303 13 MOVED by Councillor Thomson to receive and file Informational Item 11.1 – 11.9.

CARRIED

12.0 CLOSED SESSION

12.1 FOIP Act Division 2 Section 16 – Union Grievance

070 2303 13 MOVED by Councillor Papworth to close the meeting in accordance with Division 2 Section 16 of the Freedom of Information and Protection of Privacy Act to discuss Union grievance at 7:32 p.m.

CARRIED

071 2303 13 MOVED by Deputy Mayor de Kok to open the meeting to the public at 7:53 p.m.

CARRIED

13.0 ADJOURNMENT

The next Regular Council Meeting is scheduled for March 27th, 2023 beginning at 6:30 p.m.

072 2303 13 MOVED by Deputy Mayor de Kok that the Regular Council Meeting adjourn at 7:57 p.m.

CARRIED

Mayor Moore

Keith Davis
Chief Administrative Officer



Request for Decision

Our Vision: *Picture Butte is the Community of Choice to work, live and play in Lethbridge County*

Our Mission: *Picture Butte is a thriving community dedicated to serving our people through fiscal responsibility and transparency.*

Date: 15 March, 2023
To: Mayor, Council
From: CAO

Re: Water, Garbage and Sewerage rates

Background:

Administration would like Council to consider setting some new rates for Water, Sewer and Garbage. We will demonstrate the Revenue and Expenses for all of these departments and demonstrate rationale for proposed increases. In all of these departments I will be discussing operational surpluses and deficits without depreciation factored in. If depreciation was factored in then we would have operational deficits for all of our departments.

WATER:

Recommendation: To increase the monthly water rate by 1% from \$48.50 to \$49.00

Rationale:

- Apart from 2021, the water department has been creating operational surpluses.
 - Operational surpluses have not been put into water reserves but have off-set the tax rate and funded special Council projects.
- In 2024, a \$100,000 debenture payment will be completed. Our current rates covers this yearly debenture cost.
- In 2027, a \$25,000 debenture payment will be completed. Our current rates also covers this yearly debenture cost.
- We are covering our operational cost to supply water to the residents of Picture Butte. This equation will only improve when the debentures are repaid.
- The rate is still competitive with neighbouring communities.

Other Considerations:

- We are not putting enough money away for capital replacement costs for the replacement of our water infrastructure.

GARBAGE:

Recommendation: To increase the monthly garbage rate for all users by 5% in 2023 and then 3% for the next 3 years.

Rationale:

- Since 2017, the operational surplus created by garbage rates has continued to decrease.
- In 2021 and 2022 the Town had operational deficits in the garbage department.
- The 5% monthly increase for all garbage rates will return the Town to modest operational surpluses.
 - Previous operational surpluses were not put into garbage reserves but off set tax rates and funded special Council projects.
- The Town will continue to be in the median for their rate compared to other neighbouring municipalities.
- Until we make operational changes to how garbage is picked up we are not recommending increases over and above inflationary increases.

Other considerations:

- We are not putting enough money away for capital replacement costs for the replacement of our garbage truck.
 - If we decide to go to a contractor the monthly rate will most likely increase but we will not have to put money aside for a joint or sole purchase of a garbage truck.
 - Operational surpluses could be put aside for a garbage truck purchase.

SEWERAGE:

Recommendation: To increase sewerage rates by \$5 per month, per year for the next 5 years.

Rationale:

- Our current sewer rates are creating operational surpluses for the Town.
 - Operational surpluses have not been put into sewer reserves but have off set the tax rate and funded special Council projects.
- We have an estimated \$10,000,000 project that we will have to fund at least \$4,000,000.
- A \$5 per month, per year increase to the monthly bill will produce \$4,000,000 over a 20 year period.
 - Interest to borrowing \$4,000,000 has not been factored in.
- The \$5 per month per year is a start in the right direction. Depending upon grant funding, decisions by Council to reduce the \$4,000,000 by reallocating operational surpluses and/or interest rates will factor into how this rate increase can be adjusted in the future.
- The \$25 over 5 years increase will still keep Picture Butte competitive to what neighbouring municipalities currently pay for their sewerage rates.

Summary

Below is a table of how the base rate for residential utility bills would look like if Council implemented Administration's recommendations and how it compares to what neighbouring communities are currently paying:

Picture Butte	Current	2023	2024	2025	2026
Water	\$ 48.50	\$ 49.00	\$ 49.50	\$ 50.00	\$ 50.50
Sewer	\$ 18.75	\$ 23.75	\$ 28.75	\$ 33.75	\$ 38.75
Garbage	\$ 20.95	\$ 22.00	\$ 22.70	\$ 23.40	\$ 24.10
Total	\$ 88.20	\$ 94.75	\$ 100.95	\$ 107.15	\$ 113.35
Coaldale	\$ 116.19				
Coalhurst	\$ 113.13				
Nobleford	\$ 87.00				
Lethbridge	\$ 84.84				
Fort McLeod	\$ 124.07				
Raymond	\$ 95.30				

Submitted by: Keith Davis, CAO



Request for Decision

Our Vision: *Picture Butte is the Community of Choice to work, live and play in Lethbridge County*

Our Mission: *Picture Butte is a thriving community dedicated to serving our people through fiscal responsibility and transparency.*

Date: 13 March, 2023
To: Mayor, Council
From: CAO

Re: Arena and pool user fees

Background:

Administration is recommending that we increase arena and pool user fees.

Arena Fees: Skating

Recommendation: To increase the fees by 3%. This will make the rates as outlined below:

	Current	Proposed
Youth Resident	\$96.52	\$99.40
Youth Non-resident	\$108.80	\$112.05
Adult	\$168.30	\$173.35

Rationale:

1. Skating Fees have not increased since 2017.
 - Skating side fees have not increased since 2017 because our calculations demonstrated users were covering at least 70% of the operating costs. In 2022 the cost recovery percentage dropped to 47%.
 - i. There are some extra operational costs, including installing new doors and a new header that may make 2022 an extra expensive year however, in 2018 our cost recovery percentage dropped to 69.56%.
2. These rates remain competitive with neighbouring municipality's arena rates.

Arena Fees: Curling

Recommendation: To increase the curling club fees by 3%. This will increase their rate from \$26,400 to \$27,192.

Rationale:

1. \$26,400 is the fee that the Curling Club was paying in the 2017-2018 season.
2. The 3% increase is consistent with price increases for other facilities.
3. Cost recovery percentage is still way below Council's target of at least 70%.
4. Council approved their fee for the 2022-2023 season to be \$29,040 but reduced it to \$26,400 in December, 2022.

Pool Fees

Recommendation: To approve the user rate fees as presented in the attached spreadsheet.

Rationale:

1. Costs such as labour, power and gas have increased.
2. User rates have not been adjusted since the pool opened in 2021.
3. The proposed rates are still competitive to neighbouring pools.

Attachments:

1. Arena Revenues vs Expenses
2. September, 2022 Request to Council re arena fees
3. Pool Fees 2023 Spreadsheet

Submitted by: Keith Davis, CAO

Total Ice Complex

Actual	2014	2015	2016	2017	2018	2019	2020	2021	2022
Revenue (no gst) - Seasonal	148,404.84	143,582.96	149,092.95	150,788.90	149,145.37	161,120.81	105,905.60	81,504.71	142,200.35
Revenue (no gst) - Off Season	-	83.54	207.24	103.62	30.00	-	78,309.57	-	3,714.40
Total Revenue	148,404.84	143,666.50	149,300.19	150,892.52	149,175.37	161,120.81	184,215.17	81,504.71	145,914.75
Expense:									
Labour - 80% - Season	15,151.34	15,762.42	16,683.02	12,544.93	19,704.64	14,663.65	12,195.66	36,356.83	57,418.37
Labour - 80% - Off Season	847.66	1,485.78	1,426.93	1,589.66	670.76	2,724.84	4,277.41	8,869.85	7,861.73
Arena Maint - Season	116,512.43	91,587.39	93,650.53	81,488.83	87,661.24	100,931.50	105,947.17	81,732.25	91,251.38
Arena Maint - Off Season	13,746.30	15,391.11	6,730.83	15,534.90	8,401.78	9,307.40	87,413.28	7,088.98	11,617.96
Plant Maint - 64% - Season	6,807.98	6,038.65	11,952.11	18,232.89	27,398.22	25,991.80	22,999.86	26,381.07	47,425.04
Plant Maint - 64% - Off Season	-	-	-	-	-	-	-	-	-
Utilities Electrical - 64% - Season	45,145.52	46,142.33	55,512.05	51,422.10	50,767.98	61,011.69	49,465.76	36,131.39	57,199.83
Utilities Electrical - 64% - Off Season	11,363.28	9,652.23	12,087.97	13,709.81	14,195.93	15,457.84	11,518.66	11,576.59	12,901.89
Utilities Gas - 64% - Season	19,844.87	13,633.60	16,486.37	21,108.49	18,035.75	17,104.03	11,447.56	8,530.00	24,350.64
Utilities Gas - 64% - Off Season	2,713.00	1,365.89	2,621.03	2,196.69	1,717.90	1,650.01	288.32	815.43	2,961.06
Insurance 64% - Season	5,833.35	11,051.83	10,486.15	10,376.44	7,903.76	5,422.04	8,688.19	9,655.62	11,099.17
Insurance 64% - Off Season	4,166.65	5,525.92	5,243.04	5,188.20	3,951.88	2,711.00	4,344.12	4,827.80	5,549.56
Curling Rink - Season	1,534.19	4,551.91	2,233.01	318.57	2,944.15	13,588.56	15,257.00	31,124.70	12,517.46
Curling Rink - Off Season	-	-	-	-	-	-	-	-	-
Total Expense - Season	210,829.68	188,768.13	207,003.24	195,492.25	214,415.74	238,713.27	226,001.20	229,911.86	301,261.89
Total Expense - Off Season	32,836.89	33,420.93	28,109.80	38,219.26	28,938.25	31,851.09	107,841.79	33,178.65	40,892.20
Total Expenses	243,666.57	222,189.06	235,113.04	233,711.51	243,353.99	270,564.36	333,842.99	263,090.51	342,154.09
Net Total - Season	(62,424.84)	(45,185.17)	(57,910.29)	(44,703.35)	(65,270.37)	(77,592.46)	(120,095.60)	(148,407.15)	(159,061.54)
Net Total - Off Season	(32,836.89)	(33,337.39)	(27,902.56)	(38,115.64)	(28,908.25)	(31,851.09)	(29,532.22)	(33,178.65)	(37,177.80)
Net Total Ice Complex	(95,261.73)	(78,606.10)	(86,020.09)	(82,922.61)	(94,208.62)	(109,443.55)	(227,937.39)	(181,585.80)	(199,953.74)
Operational Deficit - Season	70.39%	76.06%	72.02%	77.13%	69.56%	67.50%	46.86%	35.45%	47.20%
Operational Deficit - Off Season	0.00%	0.25%	0.74%	0.27%	0.10%	0.00%	72.62%	0.00%	9.08%
Total Expenses	60.90%	64.62%	63.41%	64.52%	61.29%	59.55%	31.72%	30.98%	41.56%

CURLING RINK FEES

	Oct 2014 - Apr 2015	Oct 2015 - Apr 2016	Oct 2016 - Apr 2017	Oct 2017- Apr 2018	Oct 2018- Apr 2019	Oct 2019- Apr 2020	Oct 2020 - Apr 2021	Oct 2021 - Apr 2022	Oct 2022 - Apr 2023
Revenue (includes gst) Nov - Dec	\$10,000	\$10,000	\$11,000	\$10,560	\$10,560	\$10,560	\$10,560	\$11,616	\$12,571
Revenue (includes gst) Jan - Mar	\$10,000	\$10,000	\$11,000	\$15,840	\$15,840	\$15,840	\$17,424	\$17,424	\$18,857
Revenue (includes gst) - Off Season	\$0								
Total Current Agreements	\$20,000	\$20,000	\$22,000	\$26,400	\$26,400	\$26,400	\$27,984	\$29,040	\$31,429
Actual	2014	2015	2016	2017	2018	2019	2020	2021	2022
Revenue (no gst) - Season	20,000.00	20,000.00	21,047.62	23,618.10	18,252.30	25,141.91	15,447.61	6,914.29	27,571.35
Revenue (no gst) - Off Season	-	-	-	-	-	-	6,123.00	-	-
	20,000.00	20,000.00	21,047.62	23,618.10	18,252.30	25,141.91	21,570.61	6,914.29	27,571.35
Expense:									
Total Expenses - Season	32,511.88	35,376.30	39,566.82	39,237.93	44,363.13	55,951.93	51,032.63	68,671.98	65,798.44
Total Expenses - Off Season	6,736.99	6,253.01	7,468.12	7,912.02	7,285.81	7,679.75	6,669.88	7,327.67	8,271.46
Total Expenses	39,248.86	41,629.31	47,034.94	47,149.95	51,648.94	63,631.69	57,702.50	75,999.65	74,069.90
Net Curling Rink - Season	(12,511.88)	(15,376.30)	(18,519.20)	(15,619.83)	(26,110.83)	(30,810.02)	(35,585.02)	(61,757.69)	(38,227.09)
Net Curling Rink - Off Season	(6,736.99)	(6,253.01)	(7,468.12)	(7,912.02)	(7,285.81)	(7,679.75)	(546.88)	(7,327.67)	(8,271.46)
Net Curling Rink	(19,248.86)	(21,629.31)	(25,987.32)	(23,531.85)	(33,396.64)	(38,489.78)	(42,254.89)	(69,085.36)	(46,498.55)
Operational Deficit - Season	61.52%	56.54%	53.20%	60.19%	41.14%	44.93%	30.27%	10.07%	41.90%
Operational Deficit - Off Season	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	91.80%	0.00%	0.00%
Total Expenses	50.96%	48.04%	44.75%	50.09%	35.34%	39.51%	26.77%	9.10%	37.22%
Total Users								70.00	
Town Users								28.00	
Per user tax \$								(986.93)	
Per Town users tax \$								(2,467.33)	

ARENA FEES

Actual	2014	2015	2016	2017	2018	2019	2020	2021	2022
Revenue (no gst) - Season	128,404.84	123,582.96	128,045.33	127,170.80	130,893.07	135,978.90	90,457.99	74,590.42	114,629.00
Revenue (no gst) - Off Season	-	83.54	207.24	103.62	30.00	-	72,186.57	-	3,714.40
Expense:									
Total Expense - Season	178,317.80	153,391.83	167,436.42	156,254.32	170,052.61	182,761.34	174,968.57	161,239.88	235,463.45
Total Expense - Off Season	26,099.90	27,167.92	20,641.68	30,307.24	21,652.44	24,171.34	101,171.91	25,850.98	32,620.74
Total Expenses	204,417.71	180,559.75	188,078.10	186,561.56	191,705.05	206,932.67	276,140.49	187,090.86	268,084.19
Net Arena- Season	(49,912.96)	(29,808.87)	(39,391.09)	(29,083.52)	(39,159.54)	(46,782.44)	(84,510.58)	(86,649.46)	(120,834.45)
Net Arena- Off Season	(26,099.90)	(27,084.38)	(20,434.44)	(30,203.62)	(21,622.44)	(24,171.34)	(28,985.34)	(25,850.98)	(28,906.34)
Net Arena	(76,012.87)	(56,976.79)	(60,032.77)	(59,390.76)	(60,811.98)	(70,953.77)	(185,682.50)	(112,500.44)	(153,455.19)
Total Expenses - Season	72.01%	80.57%	76.47%	81.39%	76.97%	74.40%	51.70%	46.26%	48.68%
Total Expenses - Off Season	0.00%	0.31%	1.00%	0.34%	0.14%	0.00%	71.35%	0.00%	11.39%
Total Expenses	62.81%	68.44%	68.08%	68.17%	68.28%	65.71%	32.76%	39.87%	42.76%
69.16% 6 years excluding 2020									
Total Users									
Town Users									
Per user									
Per Town user									

POOL FEES 2023

	2022 Picture Butte	2022 Avg	2022 Coaldale	2022 Lethbridge	2023 Picture Butte
Admission:					
Infants 0 - 2				Free	
Child 5 and under			Free		
Child 3 and under	Free				Free
Child 4 - 12	3.50	4.50		4.00	3.75
Child 6 - 17			4.25		
Youth 13 - 17	4.00	4.97		4.50	4.25
Adults 18+	5.50	5.98	5.25	6.50	5.75
Seniors 65+	4.50	4.95	4.75		4.75
Seniors 60+				5.00	
Family (max 4)		19.00	19.00		
Family (max 6)	16.00			16.00	17.00
Pool Passes:					
1 Parent Family	145.00				149.00
Family (max 4)		215.00	252.00		
Family (max 6)	200.00	221		229.25	205.00
Child 6 - 12	60.00	65.50	65.00	65.00	62.00
Youth 13 - 17	75.00	71.06	65.00	75.00	70.00
Adult 18+ (full access)	110.00	99.30	90.00	115.00	90.00
Seniors 65+	85.00	76.67	71.00	90.00	85.00
Fitness Pass (any age)	60.00				63.00
Ten Pass Child 6 - 12	30.00	40.94	33.00		31.00
Ten Pass Youth 13 - 17	40.00	40.94	33.00		41.00
Ten Pass Adults 18+	50.00	51.00	44.00		51.00
Ten Pass Seniors 65+	40.00	43.88	38.00		41.00
Lessons					
Preschool, Level 1 - 6	45.00	47.33	52.00	55.50	45.00
Level 7 - 10	55.00	57.78	68.00	59.00	55.00
Private per session per person	150.00	49.80			150.00
Bronze Cross (includes manual)	240.00			280.00	240.00
Pool Rentals					
Public - per hour					
No limit					
Pool Rental up to 75 people	120.00	175.00	195.00		123.00
Pool Rental 76 to 150 people	140.00	175.00	195.00		144.00
Pool Rental 150+ people	160.00	175.00	195.00		165.00
Schools - per hour					
No limit					
School Rental up to 75 people	60.00				61.50
School Rental 76 to 150 people	70.00				72.00
School Rental 150+ people	80.00				82.50

Bylaw No. 933-23- Amendments

Bylaw No.	Amendment Description	Passed

TOWN OF PICTURE BUTTE
BYLAW NO. 933-23

BEING A BYLAW OF THE TOWN OF PICTURE BUTTE, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE ESTABLISHMENT OF RATES, FEES AND CHARGES FOR GOODS AND SERVICES PROVIDED BY OR ON BEHALF OF THE MUNICIPALITY OF PICTURE BUTTE

WHEREAS pursuant to the Municipal Government Act R.S.A. 2000, Chapter M26, a Municipal Council has broad authority to govern including authority to pass bylaws respecting rates, fees and charges levied for goods and services provided by or on behalf of the Municipality;

AND WHEREAS other provincial legislation empowers or requires a municipality to levy fees and charges specific to activities pursuant to such legislation;

AND WHEREAS the Town of Picture Butte Council deems it desirable and fiscally responsible to establish rates, fees and charges for municipal services and the use of municipal facilities;

NOW THEREFORE, the Council of the Town of Picture Butte, in the Province of Alberta, duly assembled, hereby enacts:

1. CITATION:

1.1. This bylaw may be cited as the "Service Fees, Rates and Charges Bylaw".

2. SCHEDULE:

2.1. Schedule A, attached hereto, shall establish the fees, rates and charges, for the Town of Picture Butte, which are not already specified in an existing bylaw.

3. SEVERANCE

3.1. If any provision herein is adjudged by a Court of competent jurisdiction to be invalid for any reason, then that provision shall be severed from the remainder of this Bylaw and all other provisions of this Bylaw shall remain valid and enforceable.

4. COMING INTO EFFECT

4.1. Bylaw No. 930-22 Service Fees, Rates and Charges Bylaw, and any amendments to it, is hereby rescinded when this bylaw shall come into force.

4.2. This Bylaw shall come into force and effect on the final day of passing thereof.

READ A FIRST TIME THIS DAY OF , A.D. 2023.
READ A SECOND TIME THIS DAY OF , A.D. 2023.
READ A THIRD TIME THIS DAY OF , A.D. 2023.

TOWN OF PICTURE BUTTE

Cathy Moore
Mayor

Keith Davis
CAO

SCHEDULE A

ADMINISTRATIVE SERVICE CHARGES & FEES

Certificate Requests

Tax Certificates	\$	30.00
Certificate of Compliance	\$	30.00
Zoning letter	\$	30.00
Tax /Assessment information (non ratepayer)	\$	30.00
Inspection of the Assessment Role	\$	30.00
Tax Notice Mortgage Admin Fee per Tax Roll	\$	10.00
Reprint of Tax Notice or Utility Invoice (including sending copy to lawyer)	\$	10.00

Assessment Appeals

Assessment Appeal of land or building	\$	50.00
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Miscellaneous Administrative Fees

NSF Cheques	\$	45.00
Bank Item Return	\$	45.00
Tax Arrears Administrative Fee	\$	100.00
Bylaw Enforcement Administrative Fee	\$	25.00
Pool & Baseball Diamond Refund Administrative Fee	\$	10.00
Replacement Security Cards	\$	20.00
Prices are GST Exempt		

Updated in 2020

COMMUNITY CENTRE RENTAL RATES

Facility

Main Hall Rental		
• 3 hours	\$	80.25
• 4 hours	\$	107.00
• 5 hours	\$	133.75
• 6 hours	\$	160.50
• 7 hours	\$	187.25
• 8+ hours	\$	200.00
Main Hall & Kitchen Rental		
• 3 hours	\$	130.25
• 4 hours	\$	157.00
• 5 hours	\$	183.75
• 6 hours	\$	210.50
• 7 hours	\$	235.25
• 8+ hours	\$	250.00
Damage Deposit for all rentals	\$	300.00
Prices Inclusive of GST		

Updated in 2020

RECREATION SERVICE FEES & CHARGES

Sports Field Rentals

Baseball Diamond per hour	\$ 5.25
Local Youth Teams per hour	\$ 3.15
Tournament Fee – Friday to Sunday (both diamonds)	\$ 300.00
Tournament Fee – One Day (both diamonds)	\$ 100.00
Damage Deposit for all bookings	\$ 300.00
Key Deposit	\$ 100.00
Tennis Courts	No Charge
Prices Inclusive of GST	

Updated in 2022

Campground Rates

Per Night	\$ 10.00
Per Week (7 consecutive nights)	\$ 60.00
Per Month (30 consecutive nights)	\$ 225.00
Prices Inclusive of GST	

Camp Kitchens

Lions Park Bathroom Multi-purpose room per booking (no ice)	\$ 20.00
Damage Deposit	\$ 100.00
Lions Park Camp Kitchen	No Charge
Regional Park Camp Kitchen	No Charge

Updated in 2022

RECREATION SERVICE FEES & CHARGES continued...

POOL

General Admission

Infants (3 and under)	No Charge	
Child (4-12)	\$ 3.50	\$ 3.75
Youth (13-17)	\$ 4.00	\$ 4.25
Adult (18-64)	\$ 5.50	\$ 5.75
Senior (65+)	\$ 4.50	\$ 4.75
Family (2 adults and 4 youth/child)	\$ 16.00	\$17.00
• Additional youth/child	Half Regular	
School Rentals (per hour)		
• Up to 75 people	\$ 60.00	\$61.50
• 76 to 150 people	\$ 80.00	\$72.00
• 150+ people	\$ 100.00	\$82.50
Private Rentals (per hour)		
• Up to 75 people	\$ 120.00	\$123.00
• 76 to 150 people	\$ 140.00	\$144.00
• 150+ people	\$ 160.00	\$165.00

Season Passes

Child (4-12)	\$ 60.00	\$62.00
Youth (13-17)	\$ 75.00	\$70.00
Adult (18+)	\$ 110.00	\$90.00
Senior (65+)	\$ 75.00	\$85.00
Family	\$ 200.00	\$205.00
• 2 adults and 4 youth/child living at the same residential address		
• Additional youth/child season passes	Half Regular	
One Parent Family	\$ 145.00	\$149.00
• 1 adult and 4 youth/child living at the same residential address		
• Additional youth/child season passes	Half Regular	
Fire Fighter Volunteer	No Charge	
Town of Picture Butte Employees	Half Regular	

*Season passes allow access to all public swims and fitness classes
 "Half Regular" means half the regular rate*

Fitness Pass	\$ 60.00	\$ 63.00
<i>A fitness pass allows access to only fitness classes for the season</i>		

Punch Cards

Ten Pass Child (4-12)	\$ 30.00	\$31.00
Ten Pass Youth (13-17)	\$ 40.00	\$41.00
Ten Pass Adults	\$ 50.00	\$51.00
Ten Pass Seniors (65+)	\$ 41.00	\$41.00

Lessons

Red Cross Swim Lessons		
Level 1 – 6	\$ 45.00	
Level 7 – 10	\$ 55.00	
Private Lessons (Five, half hour lessons. Must be in same week).	\$ 150.00	
Bronze Cross/Medallion	\$ 240.00	
• Price includes manual		

Prices are GST Exempt

ARENA

Public Skating Admissions

Adults	\$	2.00
Children (7-17)	\$	1.00
6 and under	No Charge	
Family	\$	7.00

Season Passes

Adults	\$	31.00
Children (7-17)	\$	16.00
Family	\$	110.00

Ice Rentals

Adult Groups	\$ 168.30	\$173.35
Youth Groups (in Town)	\$ 96.52	\$ 99.40
Youth Groups (out of Town)	\$ 108.80	\$112.05
Sponsorships (1 hour)	\$ 96.52	\$ 99.40
Rentals starting after 10:00 p.m.	\$ 108.80	\$112.06

Facility Rentals

Concession Rental per month	\$	500.00
ProShop Rental per year	\$	267.75
Teen Room for community groups involved in youth programming	No Charge	
Teen Room for groups not involved in youth programming per hour	\$	10.50
Penalty for Judo club if mats are left on the ground when another youth group wants to use teen room	\$	52.50
Arena Lobby Rental per hour (April to October)	\$	15.75
Curling Club Rental (October to April)	\$29,040.00	\$27,192.00

Off Season Rates

Arena Rental per hour	\$	30.00
Arena Rental per day	\$	180.00
Curling Rink Rental per hour	\$	30.00
Curling Rink Rental per day	\$	180.00
Damage Deposit	\$	500.00
All Arena Rates Inclusive of GST		

Updated in 2023

FIRE DEPARTMENT SERVICE FEES & CHARGES

Emergency Response

Any emergency response outside of the Town of Picture Butte, not covered by an existing agreement, will be invoiced at the current Alberta Transportation rates.

Standby Fees for Non-Emergency Events

Fire Engine per unit per hour or portion thereof	\$ 325.00
Rescue Unit per unit per hour or portion thereof	\$ 325.00
Command Unit per unit per hour or portion thereof	\$ 300.00
Specialty Team in addition to unit charge	\$ 100.00

Standby/Assistance is available for not-for-profit or charitable organizations.
Please contact the Picture Butte Firefighters Association for details.

Response Fees for False Alarms (per calendar year)

First response	No Charge
Second response	\$ 325.00
Third or more response	\$ 650.00

Fire Inspections Fees (per report)

During regular business hours	\$ 75.00
After regular business hours	\$ 100.00
Re-inspection for outstanding fire code violations	\$ 100.00

Miscellaneous Fees

File search (investigations and inspections)	\$ 50.00
Occupancy Load Certificates	\$ 75.00
Fire Investigation Services per hour	\$ 75.00
Fire Extinguisher Training per person	\$ 10.00
Emergency Response / Evacuation Planning per plan	\$ 100.00
Fire Drills	No Charge
Display Fireworks Permit application	\$ 50.00
Mileage for out of Town Services per km	\$ 0.50
Public Education - Assessed per request	

Updated in 2021

Bylaw No. 885-19 Dog Control Bylaw

Specified Penalties

Section	Violation	Penalty
2.1	Dog Running at Large	\$ 100.00
2.2.1	Dog Bites a Person	\$ 300.00
2.2.2	Dog Injures a Person	\$ 200.00
2.2.3.	Dog Chases a Person	\$ 150.00
2.2.4.	Dog Bites, Barks at or Chases other animals, bicycles, automobiles, wildlife	\$ 100.00
2.2.5	Dog barks, howls excessively or unnecessarily or otherwise creates a disturbance	\$ 100.00
2.2.6.	Dog causes damage to property or other animals	\$ 100.00
2.2.7.	Dog upsets waste receptacles	\$ 100.00
2.3.	Dog transported loose in a vehicle	\$ 200.00
2.4.	Dog Fighting	\$1000.00
2.5.	Dog Defecation	\$ 100.00
2.6.	Dog in Heat	\$ 60.00
2.7.	Dogs left without Ventilation	\$ 100.00
2.8.	Dogs in Restricted Area	\$ 100.00
3.1	Dogs with Communicable Diseases in Public Places	\$ 100.00
3.2.	Failure to Lock, Isolate and report a dog with Rabies	\$ 100.00
4.3.	Failure to obtain an aggressive dog license and comply with requirements thereunder	\$ 200.00
4.3.	Failure to muzzle an aggressive dog	\$ 100.00
4.3.	Failure to leash an aggressive dog	\$ 100.00
4.3.	An aggressive dog running at large	\$ 200.00
4.3	Failure to adequately confine an aggressive dog	\$ 100.00
5.3.1.	Failure to have any electronic identification microchip implanted in an aggressive dog	\$ 150.00
6.1.	Dog not Licensed	\$ 150.00
6.3.	Dog not Wearing License	\$ 25.00
9.3.1.	Interference	\$ 100.00

LICENCE FEES

Status of Dog	Annual Fee
1. Any dog that is altered and is marked for Identification	\$ 20.00
2. Any dog that is altered but is not marked for Identification	\$ 20.00
3. Any dog that is not altered but is marked for Identification	\$ 30.00
4. Any dog that is not altered and is not marked for Identification	\$ 30.00
5. Guide Dog or Service Dog pursuant to the Blind Persons' Rights Act, Chapter B-3 or to the Service Dogs Act, Chapter S-7.5	No Charge
6. Police or Law Enforcement Service Dog	No Charge
7. Seniors Dog Licence	No Charge
8. Dog Fancier Licence (in addition to regular license fee per dog)	\$ 30.00
9. Fostering Dog Licence	\$ 30.00
10. Fostering Dog Tag	\$ 20.00
11. Aggressive Dog Licence Fee	\$ 150.00

OTHER FEES

12. Impoundment Fees (after 24 hours)	\$ 60.00
13. Aggressive Dog Impoundment Fee	\$ 100.00
14. Care and Sustenance (per day or portion thereof to commence at midnight on the day of impoundment)	\$ 9.00
15. Veterinary Fee	Amount Expended
16. Owner drop-off Fee	\$ 10.00
17. Destruction of dog	\$ 300.00 plus GST
18. Appeal to the Aggressive Dog Committee	\$ 200.00
19. Dog Tag Replacement	\$ 5.00

Bylaw No. 872-18 Utility Bylaw

WATER RATES

	Current	2023	2024	2025	2026	
Single Dwelling Residential:	\$48.50	\$49.00	\$49.50	\$50.00	\$50.50	per month
Non-Residential	\$48.50	\$49.00	\$49.50	\$50.00	\$50.50	per month
Multi-Unit Dwelling:	\$48.50	\$49.00	\$49.50	\$50.00	\$50.50	per month per dwelling unit
Mobile Home Parks:	\$41.23	\$41.65	\$42.00	\$42.50	\$43.00	per month per dwelling unit
Institutional	\$48.50	\$49.00	\$49.50	\$50.00	\$50.50	per month
Overages	\$1.90 per cubic meter					
Accounts outside Town limits:	Double the pertinent in-Town rate					
Overages outside Town limits:	\$2.10 per cubic meter					

- 20 cubic meters of water will be supplied to each dwelling unit per month for the monthly fee.
- Overages will be charged according to water usage over and above the 20 cubic meters of water supplied per month.
- For Multi-Unit Dwellings and for Mobile Home Parks the per month fee will be multiplied by the number of dwelling units, regardless of whether the dwelling is occupied or vacant.

Bulk Water Truck Fill

Account Set Up and Card	\$25.00
Water per cubic meter	Same rate as Lethbridge County (<i>Amended by Bylaw No. 897-20</i>)
Water Card Replacement	\$10.00

Raw Water

Residential	\$130.00 annually
Non Residential	\$340.00 annually

Updated in 2022

Water Meters

Meter	Cost including shipping (<i>Amended by Bylaw No. 897-20</i>)
Meter Horn	Cost including shipping (<i>Amended by Bylaw No. 897-20</i>)
Removal	\$ 50.00
Repair or Replacement	Cost + 10%
Meter Test	\$125.00

- Repair or replacement charges will only be applied when there is evidence that the meter needs repair or replacement because it has been tampered with.

Utility Disconnection Fee

Administrative Disconnect	\$ 25.00
Physical Disconnect	\$ 65.00 (Regular work hours) \$150.00 (Non-regular work hours)

Utility Connect Fee

Administrative Connect	\$ 25.00
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Bylaw No. 872-18 Utility Bylaw

WASTE MANAGEMENT RATES

GARBAGE COLLECTION:	Current	2023	2024	2025	2026	
Residential	\$19.95	\$22.00	\$22.70	\$23.40	\$24.10	per month
Multi-Unit Dwelling	\$14.45	\$16.02	\$16.50	\$17.00	\$17.50	per dwelling unit
Mobile Home Park	\$17.00	\$18.90	\$19.45	\$20.05	\$20.65	per dwelling unit
Commercial	\$26.80	\$29.70	\$30.90	\$31.85	\$32.80	per weekly pickup per month
Mixed Commercial / Residential	\$26.80	\$29.70	\$30.90	\$31.85	\$32.80	per weekly pickup per month
Institutional	\$109.50	\$120.75	\$124.40	\$128.15	\$132.00	per month (2 weekly pickups)
Garbage Bin Replacement	\$100.00					per bin

UTILITY PENALTIES AND FINE RATES

Utilities in Arrears	2% per month (26.82% per annum)
Non Sufficient Funds (NSF)	\$45.00 per incident.
Failure to Comply	
First Offence	\$250.00
Second Offence	\$500.00
Third Offence	\$1000.00

Bylaw No. 912-21 Urban Hen Bylaw

Application Fee	\$100.00
Annual Urban Hen Licence Fee	\$ 30.00



Request for Decision

Our Vision: *Picture Butte is the Community of Choice to work, live and play in Lethbridge County*

Our Mission: *Picture Butte is a thriving community dedicated to serving our people through fiscal responsibility and transparency.*

Date: 16 March, 2023
 To: Mayor, Council
 From: CAO

Re: Surplus funding projects

Background:

With an increase to MSI operating, keeping the tax rate the same and a 2022 operational surplus there is about \$334,000 that needs to be allocated for the 2023 operating and capital budget. Out of this \$334,000 we are recommending the following:

1. Allocate \$51,000 to Fire department reserves
 - a. This is the operational surplus that was generated from the fire department.
2. Allocate \$38,175 to Ambulance reserves
 - a. This is the operational surplus that was generated from the AHS ambulance contract.
3. Allocate \$25,000 to an additional pool loan payment.
 - a. This will allow the Town to not have to renew our current pool loan

If Council approves the above recommendations, the remaining amount will be about \$220,000 that can be allocated to a one or more projects or be put in reserves. Management brainstormed some projects that the money could be allocated to. The money could be allocated to anything, however this list would be prioritized over other ways Council could allocate the money.

Strategic Plan Priority	Item	Rationale	Estimated Cost
✓	Complete CPR trail	It would be nice to complete this section of trail. We could apply for matching grants for this project.	\$200,000
	Arena renovation study	This is currently being funded from reserves. If this money was allocated, the reserves would not be decreased	\$150,000
✓	Municipal Development Plan	Our current MDP is 20 years old. We need a new vision for how land will be utilized for the next 20 years.	\$ 30,000
	Community Centre Air Conditioning	Doesn't have air conditioning. We could apply for a matching grant for this project.	\$ 50,000
✓	Upgrade water meters to radio feeds	This would involve old meters (20 years) being replaced with radio feed meters. Would replace old meters and increase efficiencies with meter reading.	\$220,000
✓	Desludge the lagoons	Cell one has about 40% sludge. Recommendation is to desludge around 60%. This will need to occur in the near future.	\$180,000

✓	Put in reserves for lagoon upgrade	The Town will have to come up with at least \$4,000,000. Any money we can put away for this project will lessen the financial impact on the Town	\$220,000
✓	Sunset contingency	Tender closes on the 23 rd of March for exact figures but from the cost estimates we currently do not have all of the required cash on hand for this project.	\$220,000
	More sidewalks	We have plenty of old sidewalks that can be replaced.	\$220,000
	Complete Hwy Ave Sidewalk project	This would complete the project up to 3 rd Street North as designed by ISL.	\$235,000
✓	Plant more trees	Would help Council achieve their strategic goal.	\$ 20,000
✓	More paving	Paving would have to occur where underground infrastructure did not need to be replaced.	\$220,000

Council voted on these projects at their Committee of the Whole meeting on the 20th March, 2023 that yielded the following results:

1. Community Centre air conditioning
2. CPR Trail Completion
3. Municipal Development Plan
4. Plant more trees
5. Additional sidewalk replacement

Council then provided direction on how they would like the \$220,000 allocated to each one of these projects. The average amounts of each answer are represented below:

2023 Surplus Funding allocation results						
	1	2	3	4	5	Average
Air Conditioning at Community Centre	\$ 50,000	\$ 30,000	\$ 25,000	\$ 25,000	\$ 30,000	\$ 32,000
CPR Trails completion	\$ 75,000	\$110,000	\$100,000	\$ 70,000	\$100,000	\$ 91,000
Municipal Development Plan	\$ 30,000	\$ 30,000	\$ 30,000	\$ 75,000	\$ 30,000	\$ 39,000
Plant more trees	\$ 10,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ 14,000
Sidewalk replacement	\$ 55,000	\$ 30,000	\$ 45,000	\$ 30,000	\$ 60,000	\$ 44,000
TOTAL	\$ 220,000	\$ 220,000	\$ 220,000	\$220,000	\$220,000	\$220,000

Recommendation:

1. To allocate the average amounts to each project.
2. For the following projects:
 - a. Allocate \$32,000 to the Capital Community Hall reserve for air conditioning.
 - b. Allocate \$91,000 to the General Capital reserve for CPR Trails completion.
 - c. Allocate \$39,000 to the Operating General reserve for a MDP.
 - d. Allocate \$14,000 to the General Operating Reserve for planting more trees.
 - e. Allocate \$44,000 to the 2023 capital budget for additional sidewalk replacement.
 - f. Allocate \$51,000 to the Fire Restricted Reserve for use in completing the parking lot in Phase 1 or Phase 2
 - g. Allocate \$38,175 to the Ambulance Restricted Reserve ambulance vehicle and equipment replacement

Reserve Totals as of 31 December, 2022

RESTRICTED RESERVE ACCOUNTS	End. Bal.
<u>Operating Reserve</u>	31-Dec-22
Senior Transportation	7,498.25
Admin Technology	41,130.25
Fire	-
Disaster Services	10,170.00
Ambulance	20,000.00
Public Works	88,666.83
Snow Removal	49,000.00
Storm Repairs	4,000.00
Water Meters/Remote	3,900.00
EDC	46,232.42
General Reserve	240,200.00
Policing Smoothing	48,071.89
Community Hall	9,951.97
Walk on the Wildside	850.00
Total Operating Reserve	569,671.61
<u>Capital Reserve</u>	
General	260,170.00
Admin	175,255.66
Emergency Service	903,981.42
Public Works	23,400.00
Street, Sidewalk, Storm	168,209.58
Water	76,802.17
Water - Line Replacement	42,238.00
Sewer	316,551.53
Garbage	19,650.71
Land Development	1,201,370.36
Swimming Pool	39,800.00
Parks	64,278.28
Arena/Curling Rink	71,665.00
Community Hall/Library	18,900.00
Total Capital Reserve	3,382,272.71

Other Considerations:

For the air conditioning and CPR trails projects, completion will depend upon availability of grants, grant approvals and or fundraising from stakeholders. The timing for completion of the projects may not occur in 2023.

Submitted by: Keith Davis, CAO



Request for Decision

Our Vision: *Picture Butte is the Community of Choice to work, live and play in Lethbridge County*

Our Mission: *Picture Butte is a thriving community dedicated to serving our people through fiscal responsibility and transparency.*

Date: 22 March, 2023
To: Mayor, Council
From: CAO

Re: Fundraising idea for 4th Street streetscapes

Background:

Yve Leclair has put together a fundraising idea in order to purchase additional streetscapes to be installed on the widened sidewalk of 4th Street North.

He has asked fabricators to provide bicycle designs that could be sold off at an auction (he is thinking around Jamboree Days). These would be temporarily displayed on 4th Street prior to the auction. The money raised would then go to buying streetscapes that have been produced by the same local fabricators.

There are some things that we would want Mr. Leclair to clean up in his letter and we will have to work out the details of where and how the bikes will be displayed but overall we think it is an innovative way to fundraise for streetscapes.

Recommendation:

To approve the fundraising concept and to direct Administration to work with Mr. Leclair so that the future installations are approved by Administration.

Attachments:

1. Drafted letter from Mr. Leclair to local fabricators.

Strategic Plan Priority: Goal 1: Improved quality of life: Living in Picture Butte brings a high level of satisfaction to our residents. This will be accomplished by enhancing our multi use public spaces and infrastructure.

Submitted by: Keith Davis, CAO

Picture Butte - Picture Perfect

4 Street, Veterans Way – “Streetscapes Fundraising”

This letter of intent is to provide our citizens with the best possible information as to what has evolved in Picture Butte on 4 Street, Veteran’s Way (between Lions Park and the Gazebo by the reservoir).

In late 2022 with the proposed street upgrades, the opportunity to revitalize from a 6-foot sidewalk on the west side to a 10-foot sidewalk with trees became a reality. The Town has truly delivered a futuristic approach and a better walking experience for the community.

Much has to be done yet. The present situation of the wider sidewalks and trees is a great step. In addition, we now have to provide for “Streetscapes”, such as benching, dog leash tie-ups, bicycle racks, tree surrounds, signage frames and garbage receptacles. It is our intent that these items be locally sourced. Once this has been completed, we hope that it will be aesthetically inviting to everyone.

There is no doubt that the community and the surrounding areas have the ingredients to make this happen. We will require donations that will be raised in a fun and creative way. Together we can achieve success in our goal to stand behind the motto, Picture Butte, Picture Perfect. This is your town; this is your community.

The fundraising will start this spring (or earlier). Notifications of the different events will be communicated to you

For the convenience of giving, the Town will establish an E-transfer account named (in the making). A tax receipt will be issued for donations over \$25.00.

As a member of W.O.W.S trails, it has always been an objective of ours to connect our trails in a worthy, meaningful and logical way with the Town. With this, we stand behind our Mission Statement of Quality of Life, Health and Wellness and Community.

Yves Leclair
Walk on the Wildside Society
Director and 4th Street Coordinator
403.382.1820

Fabricators

Seeking interest and expertise in creating benching with dog tie-ups available, bicycle racks, tree surrounds, signage frames, and garbage receptacles. There are different approaches for our local fabricators to take...be creative but within the guidelines, and parameters.

Items for Streetscapes for you to bid on.

1. **6** - Benching, no backs, 8-inch height of the armrest with décor within the armrest to accommodate dog tie-up
2. **6** - Bicycle racks, designed to be parallel to the street (inches from the curb) Template open to diversity
3. **14** - Tree surrounds - wheel move spokes are available, or a removable design of your choosing, be creative
4. **6** - Signage frames, provide history for Picture Butte, perhaps Past, Present and Future
5. Garbage receptacles may be required

All items are to be agricultural-related from the past or present but not a game changer. You will be provided with the measurements of a temp plate for all items to tie into the concrete so there is an ability to relocate them along the street.

The opportunity to showcase abilities and creativity to a local audience. Leaving your logo is encouraged. All items are to be powdered coated (to be discussed further). When we agree to a cost then we are able to fundraise.

The items below are suggestions only.

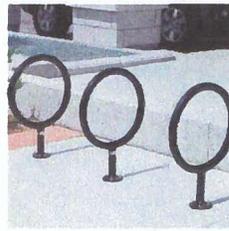
Benches (With dog-tie ups)



Tree Surround



Garbage Receptacles



Bicycle Racks

Street Signage

A Challenge to the Fabricators

Reinvent the Bicycle

What are your thoughts? This would be part of the fundraising for 4 Street "Streetscapes". You have the opportunity to be creative. It is about having fun, imagination and comradery between the Fabricator businesses.

They will be on display along 4th Street (a dimension for a template will be provided for the bikes to be secured on the sidewalk). At a given date, place and time they will be auctioned off.

These bikes are examples - What would YOUR BIKE LOOK LIKE?





CAO Report

Our Vision: *Picture Butte is the Community of Choice to work, live and play in Lethbridge County*

Our Mission: *Picture Butte is a thriving community dedicated to serving our people through fiscal responsibility and transparency*

Date: 24 March, 2023
To: Mayor, Council
From: CAO

Miscellaneous Items

- Since last meeting I have been allocating most of my time to reorganising our electronic filing system. This is a big project and I am nearing its completion.
- A letter was sent to the Government of Alberta regarding permission to join the Alberta Advantage Immigration Program under Taber's designation. We received approval for this to occur as per the Council package. Town of Taber staff will be attending the Chamber of Commerce meeting in May to make a presentation to the business in Town.
- The Alberta flag on the Town building has been taken down. A new location for the flags will be on the fire hall extension.
- Updating the Town's population on the sign and updating the Sunset Park sign has been assigned to Operations.
- A letter was sent to the Chamber of Commerce regarding the sewer upgrade project.
- I have been in communication with the arbitrator that will hear the unions grievance. We are working to setting a date for the hearing.

Ongoing projects

Sunset Park Phase 2

To be discussed in closed session.

Wastewater Approval Requirements

The completed application is with Alberta Environment. A grant application is with Alberta Transportation. Alberta Environment has accepted our wastewater approval renewal application. We advertised the approval application, as required, in the Sunnysouth newspaper. I answered a few questions from residents regarding this advertisement and what was going to be occurring there. Alberta Environment now has to process any expressions of concern and then make a decision on our application.

Sanitary Main Upgrade – Phase 2

There are a few deficiencies that need completing with this project. We are working with the engineers to have them completed. These will likely be completed in the spring/summer of 2023.

HOLIDAY STATUS

Days in lieu used 30 hrs out of 70 hrs

Accrued Holidays 23 days

Submitted by:

Keith Davis, CAO



Memorandum

- Our Vision:** *Picture Butte is the Community of Choice to work, live and play in Lethbridge County.*
- Our Mission:** *Picture Butte is a thriving community dedicated to serving our people through fiscal responsibility and transparency.*

Date: March 24, 2023
To: Mayor, Council
From: Director of Emergency Services

RE: Emergency Services Report – January/February 2023

Year-to-Date Emergency Events (Jan-Feb)						
Fire		Medical		Motor Vehicle Collisions		Total
Town	County	Town	Other	Town	County	
2	8	63	132	0	3	208

Fire Services

Fire crews responded to 22 events in January and 18 events in February including 3 motor vehicle collisions, 3 tender assists, 1 structure fire, 1 outside fire, 2 rescue events, 2 hazardous materials events, 1 alarms, and 27 medical emergencies. Our Technical Rescue Team was deployed to Park Lake on February 18, 2023 to assist the Coalhurst Fire Department with the rescue and removal of a patient from the water when their vehicle broke through the ice and sank while ice fishing. The response involved several agencies that were well trained and coordinated to bring about a successful rescue.



Submerged vehicle at Park Lake

The Fire Station Expansion capital project has seen little progress since the last update with only minor installation being completed on the roof structure. The contractor has seen delays in both receiving materials and having the appropriate weather to complete the roof installation. We have also had many meetings back and forth with Fortis to have the power service upgrade completed which is now scheduled to take place in early April.

Emergency Medical Services

Our EMS crews responded to 99 medical events in January and 88 in February. Our crews are still dealing with a high number of calls for service and long-wait times at the emergency department at Chinook Regional Hospital. The province is continuing to implement new initiatives from the Health Care Action Plan which we are hopeful will provide additional supports and resources to our EMS system. There are several initiatives being implemented locally and regionally that we are currently in discussion with Alberta Health Services about exploring for Picture Butte Emergency Services.

Bylaw Services

Officer Mosby performs regular daily patrols of Picture Butte to actively monitor for bylaw compliance. Bylaw Services has been focusing on sidewalk safety through the *Unightly Premises Bylaw* throughout the winter to ensure that sidewalks are maintained appropriately. Bylaw Services has issued several notices and cleanup orders so far this winter, however sidewalk snow removal is much more compliant this year. The freeze-thaw weather has created many icy sidewalk situations that have been dealt with. There are currently 3 of the 10 allocated Urban Hen Licenses issued in town, 2 renewals from 2022 and one new application for 2023, as well as Picture Butte High School’s application which is pending final inspection.

2022 Bylaw Enforcement Files					
	October	November	December	Year-to-date Totals	Trend *Compared to 2021
Dog Control Bylaw	6	3	5	37 files	205% (18)
Traffic Bylaw	6	8	3	70 files	-5% (74)
Noise Bylaw	-	-	-	8 files	800% (1)
Unightly Premises Bylaw	-	7	18	158 files	-22% (201)
Public Information	-	-	-	6 files	-72% (22)
Business License Bylaw	-	-	-	17 files	89% (9)
Animal Regulation	-	-	-	2 files	-66% (6)
Fire Protection Bylaw	-	-	-	3 files	-25% (4)
Utility Bylaw	2	-	-	3 files	300% (0)
Land Use Bylaw	-	-	-	-	-600% (6)
Urban Hen Bylaw	-	-	-	10 files	25% (8)
Total	14 files	18 files	26 files	306 files	2% (275)
Development Files	27 files	9 files	9 files	157 files	-22% (188)

2023 Bylaw Enforcement Files				
	January	February	March	Year-to-date Totals
Dog Control Bylaw	9	2	-	11 files
Traffic Bylaw	3	2	-	5 files
Noise Bylaw	-	-	-	-
Unsightly Premises Bylaw	4	11	-	15 files
Public Information	-	1	-	1 file
Business License Bylaw	-	-	-	-
Animal Regulation	-	-	-	-
Fire Protection Bylaw	-	-	-	-
Utility Bylaw	-	-	-	-
Land Use Bylaw	-	-	-	-
Urban Hen Bylaw	5	2	-	7 files
Total	21 files	18 files	-	39 files
Development Files	13 files	17 files	-	30 files

Emergency Management

The transition to the new Alert Ready system was completed March 1, 2023 and the Town of Picture Butte currently has 2 active users with 3 more awaiting training. As included in this Council package, we received notification from Municipal Affairs that we have been awarded the full \$200,000 grant funding from the Intermunicipal Collaboration Project stream of the 2022-2023 Alberta Community Partnership grant program. This grant funding will be used to implement the regional emergency management program consisting of Picture Butte, Coaldale, Coalhurst, Nobleford, Barons, and Lethbridge County. This funding will be a huge boost to what can be accomplished with the new regional partnership.

Submitted by:

Frank West, *Director of Emergency Services*

Keith Davis

From: JSG Engagement <JSG.Engagement@gov.ab.ca>
Sent: Friday, March 17, 2023 7:41 PM
Subject: In-person Town Halls - Minister of Public Safety and Emergency Services and Minister of Justice

Hello,

Albertans are invited to participate in upcoming in-person town halls hosted by the Minister of Public Safety & Emergency Services, Mike Ellis, along with some dates co-hosted with the Minister of Justice, Tyler Shandro. The town halls are an opportunity to learn more about government priorities and ask questions.

Please register for your selected session at the links below:

Location	Date/Time	Registration Link
St. Paul Royal Canadian Legion Branch 100, 4925 49 Ave, St. Paul, AB T0A 3A0 Capacity: 100	Friday, March 24 th , 2023 6:00p.m. to 7:00p.m.	https://www.eventbrite.ca/e/591813268417
Red Deer Alberta Sports Hall of Fame, 102-4200 Hwy 2, Red Deer AB T4N 1E3 Capacity: 100	Thursday, March 30 th , 2023 5:00p.m. to 6:00p.m.	https://www.eventbrite.ca/e/591819135967
Lethbridge Birch Hall, Sandman Signature Lethbridge Lodge, 320 Scenic Drive South, Lethbridge, AB T1J 4B4 Capacity: 100	Tuesday, April 4 th , 2023 5:00p.m. to 6:00p.m.	https://www.eventbrite.ca/e/591820921307
Brooks East/West Meeting Room, JBS Canada Centre, 323 1 St E, Brooks, AB T1R 1B7 Capacity: 100	Wednesday, April 5 th , 2023 6:00p.m. to 7:00p.m.	https://www.eventbrite.ca/e/591823067727
Slave Lake Elks Hall, Legacy Centre, 400 6 Ave NE #200, Slave Lake, AB T0G 2A2 Capacity: 100	Tuesday, April 18 th , 2023 5:00p.m. to 6:00p.m. <i>Note: co-hosted with Ministry of Justice</i>	https://www.eventbrite.ca/e/591825986457
Airdrie Rotary Room, Genesis Place, 800 East Lake Blvd NE, Airdrie, AB T4A 2K9 Capacity: 100	Wednesday, April 19 th , 2023 6:00p.m. to 7:00p.m. <i>Note: co-hosted with Ministry of Justice</i>	https://www.eventbrite.ca/e/591829186027

Please contact JSG.Engagement@gov.ab.ca if you have any questions or concerns.

We look forward to your participation.

Classification: Protected A

Keith Davis

From: LBR Rural Renewal <ruralrenewal@gov.ab.ca>
Sent: Friday, March 17, 2023 1:02 PM
To: Allred, Amy
Cc: Bryon Anderson; Keith Davis
Subject: RE: Town of Picture Butte Support Letter

Good afternoon Amy,

The letter of support you provided has been reviewed and we are pleased to inform you, effective today, that the Town of Picture Butte is now included in the Town of Taber's designation under the Rural Renewal Steam for the remainder of your designation period. Please note that the addition will not be reflected on the Rural Renewal Community Designation web page until it is updated in early May 2023.

Sincerely,

Rural Renewal Supports
Government of Alberta

Classification: Protected A

From: Allred, Amy <Amy.Allred@taber.ca>
Sent: March 17, 2023 8:28 AM
To: LBR Rural Renewal <ruralrenewal@gov.ab.ca>
Cc: Bryon Anderson <Bryon.Anderson@gov.ab.ca>; Keith Davis <keith@picturebutte.ca>
Subject: RE: Town of Picture Butte Support Letter

CAUTION: This email has been sent from an external source. Treat hyperlinks and attachments in this email with care.

Good Morning,

Absolutely, please find attached the letter of support signed by Picture' Butte's Mayor.

Thanks! Amy



AMY ALLRED

Economic Development Manager

P: 403-223-5500 x 5514

C: 403-308-5877

amy.allred@taber.ca

Address: A - 4900 50th Street, Taber, AB, T1G 1T1

Web: www.taber.ca **Social Media:** @TownofTaber

From: LBR Rural Renewal <ruralrenewal@gov.ab.ca>
Sent: Thursday, March 16, 2023 2:27 PM



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Calgary-Shaw

AR110742

March 21, 2023

Her Worship Catherine Moore
Mayor
Town of Picture Butte
PO Box 670
Picture Butte AB T0K 1V0

Dear Mayor Moore:

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that the Town of Picture Butte has been approved for a grant of \$200,000 under the Intermunicipal Collaboration component of the 2022/23 ACP in support of your Regional Emergency Management Program project. This approval does not signify broader provincial support for any recommendation or outcome that might result from your project.

The conditional grant agreement will be sent shortly to your Chief Administrative Officer to obtain the appropriate signatures.

The Government of Alberta looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for these milestone events to my office. We ask that you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free by first dialing 310-0000, then 780-422-7125, or at acp.grants@gov.ab.ca.

.../2

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,

A handwritten signature in black ink, appearing to read "Rebecca Schulz". The signature is fluid and cursive, with the first name "Rebecca" being larger and more prominent than the last name "Schulz".

Rebecca Schulz
Minister

cc: Honourable Grant Hunter, MLA, Taber-Warner
Honourable Joseph Schow, MLA, Cardston-Siksika
Mayor Jack Van Rijn, Town of Coaldale
Mayor Lyndsay Montana, Town of Coalhurst
Mayor William Oudshoorn, Town of Nobleford
Mayor Herman Weistra, Village of Barons
Reeve Tory Campbell, Lethbridge County
Keith Davis, Chief Administrative Officer, Town of Picture Butte
Kalen Hastings, Chief Administrative Officer, Town of Coaldale
Jeffrey Coffman, Interim Chief Administrative Officer, Town of Coalhurst
Joseph Hutter, Chief Administrative Officer, Town of Nobleford
Jen Durell, Chief Administrative Officer, Village of Barons
Ann Mitchell, Chief Administrative Officer, Lethbridge County



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Shaw*

AR110965

March 21, 2023

Mayor Catherine Moore
Her Worship
Town of Picture Butte
PO Box 670
Picture Butte, Alberta T0K 1V0

Dear Mayor Moore,

Thank you for submitting your municipality's grant application under the 2022/23 Fire Services Training Program. I am pleased to advise that your municipality has been awarded a total grant of \$8,343.72 to carry out training as outlined in the conditional grant agreement.

Please find attached the conditional grant agreement for your review and signature. The signed agreement can be returned electronically to firecomm@gov.ab.ca. Once the conditional grant agreement has been signed by Municipal Affairs, the grant funds will be distributed and a final signed copy of the conditional grant agreement will be emailed to you for your records.

Municipal Affairs will be working with the Alberta Fire Chiefs Association to review the grant evaluation criteria and approval process for potential enhancements in future years. If you have any questions regarding the grant process or the conditional grant agreement, please contact the Grants Coordinator at 1-866-421-6929 or firecomm@gov.ab.ca.

I would like to recognize Honourable Joseph Schow, MLA Cardston-Siksika for their continued support of this program. I wish you every success with your fire service training initiatives.

Thank you for your important work and dedication to the safety of individuals in your community.

Sincerely,

Rebecca Schulz
Minister

Attachment: Conditional Grant Agreement

cc: Honourable Joseph Schow, MLA Cardston-Siksika
Keith Davis, Chief Administrative Officer
Frank West, Director of Emergency Services

Keith Davis

From: Community Engagement <Community.Engagement@albertahealthservices.ca>
Sent: Monday, March 20, 2023 11:41 AM
To: Community Engagement
Subject: Mauro Chies Announced as New AHS President and CEO



Dr. John Cowell
AHS Official Administrator

Mauro Chies Announced as New AHS President and CEO

Dear municipal and indigenous leaders,

I'm pleased to announce today that Mauro Chies has been appointed as the new AHS President and CEO, effective immediately. Mauro has been serving as the Interim President and CEO of AHS since April 4, 2022.

A selection panel led by the Official Administrator Advisory Committee that included the former AHS Chair of the Board of Directors and others, and supported by an international executive search firm, reviewed many highly qualified international and national candidates that resulted in Mauro being chosen and promoted to the permanent position. We thank all panel members for their commitment to this search process.

Mauro began his extensive career in healthcare with the former Capital Health Region and has worked with AHS since the organization's inception in 2009. He has gained the respect and confidence of our employees, partners and subsidiaries, as well as many of our external stakeholders.

He has held previous executive leadership roles, including Board Chair of Alberta Precision Laboratories, Vice President of Cancer Care Alberta & Clinical Support Services, and Senior Operating Officer, Diagnostic Imaging Services. Mauro brings a strong desire to drive innovation and change and he knows the system not only as a leader and executive, but as a front-line provider working with patients and families.

In the past 10 months as Interim President and CEO, Mauro has provided stability while leading the organization through challenges and affecting positive change. He is known for his practical and collaborative approach and has gained the strong support of his colleagues, physicians and staff within AHS.

He also has my full support. I look forward to continuing to work alongside him as we build even more momentum on our four priorities and make measurable progress.

I'd like to take this time to thank all of you at AHS for your ongoing contributions to the organization.

Sincerely,

Dr. John Cowell
AHS Official Administrator



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