



# **AGENDA**

## **REGULAR MEETING OF PICTURE BUTTE TOWN COUNCIL COUNCIL CHAMBERS**

**Monday 28<sup>th</sup> July, 2025 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 – 23<sup>rd</sup> June, 2025

### **4.0 PUBLIC HEARING**

4.1 Bylaw No 962-25 – Land Use Bylaw No. 841-15 Amendment –  
Redesignation of Land from R1 to R5.

### **5.0 DELEGATION**

### **6.0 REQUESTS FOR DECISION**

6.1 Bylaw No. 962-25 – Land Use Bylaw No. 841-15 Amendment  
6.2 2<sup>nd</sup> Quarter 2025 Variance Report

### **7.0 MAYOR'S REPORT**

### **8.0 COUNCIL'S REPORT**

### **9.0 ADMINISTRATION'S REPORT**

9.1 CAO Report  
9.1.1 Property Tax Update 2025  
9.1.2 Director of Parks and Recreation Report

### **10.0 CORRESPONDENCE**

10.1 Crystal McGregor – Dorothy Dalglish Principal – Swim passes  
10.2 Trevor Darouz, O.O.M. Deputy Commission Commanding Officer Alberta  
RCMP  
10.3 Robert and Tamara Jones – Tax Increases

10.4 Green Acres Municipal Requisition Fact Sheet

**11.0 INFORMATIONAL ITEMS**

**12.0 CLOSED SESSION**

12.1 ATIA Section 19 – Millenium Capsule Opening Purchases

12.2 ATIA Section 29 – Commercial Garbage Services

12.3 ATIA Section 29 – Council Meeting Regularity

**13.0 ADJOURNMENT**

**MINUTES**  
**OF THE**  
**PICTURE BUTTE TOWN COUNCIL MEETING**  
**HELD IN**  
**COUNCIL CHAMBERS**  
**Monday, June 23<sup>rd</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  
Director of Parks & Recreation – C. Van Dorp

**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**

221 2506 23 MOVED by Councillor de Kok that the agenda be approved as amended.  
ADD 6.3 – Jamboree Days Parade  
CARRIED

**3.0 ADOPTION OF THE MINUTES**

3.1 Regular Council Meeting – June 09<sup>th</sup>, 2025

222 2506 23 MOVED by Deputy Mayor Papworth that the Regular Council Meeting  
minutes of June 09<sup>th</sup>, 2025 be approved as amended.  
CARRIED

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

**5.0 DELEGATION – None for this meeting.**

**6.0 REQUESTS FOR DECISION**

6.1 Day Care Land Request

223 2506 23 MOVED by Councillor de Kok that Council wait until the conceptual designs  
for the undeveloped lands located at Lions Park are completed prior to  
making a decision about donating land to the Beehive Day Care Center.”  
CARRIED

6.2 Bylaw No. 962 – 25 rezoning from R1 to R5

223 2506 23 MOVED by Councillor Neels 1<sup>st</sup> reading for Bylaw No. 962-25 Amending  
bylaw for Bylaw No. 841-15 Land Use Bylaw – Land Redesignation.  
CARRIED

**7.0 MAYOR’S REPORT**

7.1 Mayor’s Report

June 11 Attended AB Municipalities Summer Caucus  
June 12 Attended a Chamber of Commerce meeting  
June 16 Attended the Committee of the Whole  
June 17 Attended a Lethbridge Regional Waste meeting  
June 17 Attended Municipal Development Plan Open House

224 2506 23 MOVED by Mayor Moore that the Mayor’s Report be accepted as presented.  
CARRIED

**8.0 COUNCILS REPORT**

**8.1 Council's Report**

Councillor Neels advised Council of her recent activities:  
June 11            Attended AB Municipalities Summer Caucus  
June 16            Attended Committee of the Whole  
June 17            Attended Lethbridge Regional Waste meeting  
June 17            Attended Library Board meeting  
June 17            Attended Municipal Development Plan Open House  
June 18            Attended Economic Development Committee meeting

Councillor Feist advised Council of her recent activities:  
June 16            Attended Committee of the Whole  
June 17            Attended Municipal Development Plan Open House

Councillor de Kok advised Council of his recent activities:  
June 16            Attended Committee of the Whole  
June 17            Attended Municipal Development Plan Open House  
June 18            Attended Economic Development Committee meeting  
June 19            Attended South Grow AGM

Deputy Mayor Papworth advised Council of her recent activities:  
June 11            Attended AB Municipalities Summer Caucus  
June 16            Attended Committee of the Whole  
June 17            Attended a Green Acres Executive meeting

225 2506 23            MOVED by Deputy Mayor Papworth that the Council Reports be accepted as presented.  
CARRIED

**9.0 ADMINISTRATION'S REPORT**

- 9.1 CAO Report - Verbal
- 9.2 Director of Emergency Services Report

226 2506 23            MOVED by Councillor Feist to receive and file.  
CARRIED

**10.0 CORRESPONDENCE**

**10.1 Various Parades in the Area**

227 2506 23            MOVED by Deputy Mayor Papworth that anyone from Council who wishes to attend local parades this summer are to let Kristin know.  
CARRIED

**11.0 INFORMATIONAL ITEMS**

228 2506 23            MOVED by Councillor de Kok to receive and file all informational items.

12.0 ADJOURNMENT

The next Regular Council Meeting is scheduled for July 28<sup>th</sup>, 2025 beginning at 6:30 p.m.

229 2506 23      MOVED by Councillor Neels to adjourn the Regular Council Meeting at 7:02 p.m.

CARRIED

\_\_\_\_\_  
Cathy Moore  
Mayor

\_\_\_\_\_  
Keith Davis  
Chief Administrative Officer



## 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: 24<sup>th</sup> July, 2025  
To: Mayor, Council  
From: CAO

**Re: Public Hearing for Bylaw No. 962-25 Land Use Bylaw No. 841-15 Amendment – Redesignation of Land from R1 to R5**

**Background:**

We have received an application to redesignate Lot 1, Plan 8310807, 105 5<sup>th</sup> Street South from Residential R1 to Residential Multi Unit – R5. The proposed future use of this lot is to build a Row Dwelling with 8 to 10 units.

Council conducted 1<sup>st</sup> reading of this bylaw on the 23<sup>rd</sup> of June, 2025. Since then the public hearing date has been advertised for two weeks in the Sunnysouth News. The public hearing is scheduled for the 28<sup>th</sup> of July Council meeting. Following the Public Hearing Council may proceed with 2<sup>nd</sup> and 3<sup>rd</sup> reading of Bylaw No. 962-25.

Attached to this memorandum are submissions in favour of the application. Also attached is a Request for Decision that relates to the public hearing and 2<sup>nd</sup> and 3<sup>rd</sup> reading of Bylaw No. 962-25. I have not received any letters in opposition to this application.

**Attachments:**

1. Bylaw No. 962-25
2. Public Hearing Advertisement
3. Letter of Supports:
  - a. Guliker Holdings
  - b. Ryan Oudshorn
  - c. Jody Workman
  - d. Mary Milroy
  - e. Schooten and Sons
  - f. Exceed Finishing
4. Request for Decision

**Submitted by:** Keith Davis, CAO

**TOWN OF PICTURE BUTTE  
IN THE PROVINCE OF ALBERTA  
BYLAW NO. 962-25**

**A BYLAW OF THE TOWN OF PICTURE BUTTE IN THE PROVINCE OF ALBERTA, TO AMEND BYLAW NO. 841-15, BEING THE MUNICIPAL LAND USE BYLAW.**

**WHEREAS** the Council of the Town of Picture Butte is in receipt of a request to redesignate certain lands within the municipality.

**AND WHEREAS** the purpose of Bylaw No. 962-25 is to redesignate land civically described as 105 5<sup>TH</sup> Street South and legally described as:

**Plan 8310807, Lot 1, excepting thereout that portion of said lot which lies east of the production northerly of the west boundary of Lot 2 as shown on said plan**

from 'Residential – R1' to 'Residential Multi-unit – R5', as shown on the map in Schedule 'A' attached hereto to accommodate the development of a multi-unit dwelling;

**AND WHEREAS** a Public Hearing, as required by Section 199 and 692 of the Municipal Government Act, will be held prior to second reading of this Bylaw;

**NOW THEREFORE**, under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Town of Picture Butte, in the Province of Alberta, duly assembled does hereby enact the following:

1. The land described as Plan 8310807 Lot 1 excepting thereout that portion of said lot which lies east of the production northerly of the west boundary of Lot 2 as shown on said plan and as shown on the attached Schedule 'A' be designated as Residential Multi-unit – R5.
2. That the Land Use Districts map of the Town of Picture Butte Land Use Bylaw No. 841-15 be amended to reflect this designation.
3. Bylaw No. 841-15 being the Land Use Bylaw is hereby amended and consolidated.
4. This bylaw comes into effect upon third and final reading hereof.

READ a **first** time this 23<sup>rd</sup> day of June 2025.

\_\_\_\_\_  
**Mayor – Cathy Moore**

\_\_\_\_\_  
**Chief Administrative Officer – Keith Davis**

READ a **second** time this \_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
**Mayor – Cathy Moore**

\_\_\_\_\_  
**Chief Administrative Officer – Keith Davis**

READ a **third** time and finally passed this \_\_\_\_ day of \_\_\_\_\_ 2025.

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**Mayor** – Cathy Moore

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**Chief Administrative Officer** – Keith Davis



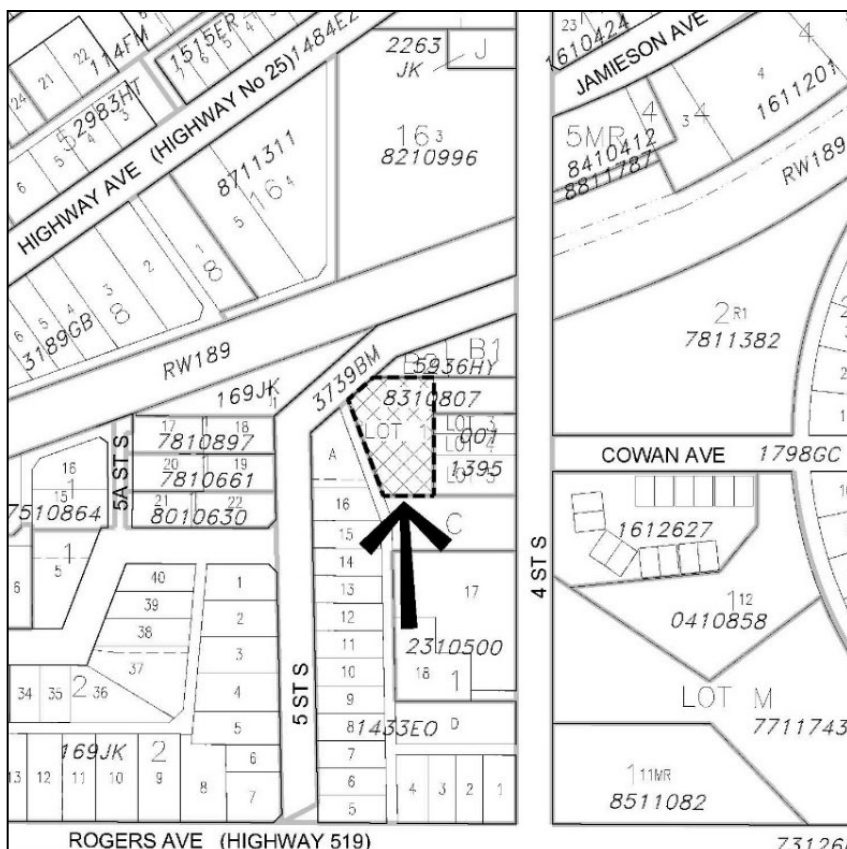


**TOWN OF PICTURE BUTTE  
IN THE PROVINCE OF ALBERTA**

## Town of Picture Butte Council Chambers

The Council of the Town of Picture Butte has been requested to redesignate (rezone) lands located at **105 5<sup>th</sup> Street South** and legally described as **Plan 8310807 Lot 1** excepting thereout that portion of said lot which lies east of the production northerly of the west boundary of lot 2 as shown on said plan from **“Residential – R1”** to **“Residential Multi-unit – R5”** as shown below.

The purpose of the proposal is to accommodate the development of a multi-unit dwelling.



If you would like to submit comments or require further information on this proposed bylaw please email [keith@picturebutte.ca](mailto:keith@picturebutte.ca) or call 403-732-4555, during normal business hours.

Please forward written submissions on or before  
July 24, 2025 at 4:00 PM.

A public hearing to consider the proposed Bylaws will be held in person in Council Chambers at the Town office 6:30 p.m. on July 28, 2025.

If you would like to speak at the public hearing in person or by electronic means, please contact Keith Davis at [keith@picturebutte.ca](mailto:keith@picturebutte.ca) by 4:00 p.m. on July 28, 2025.

DATED at the Town of Picture Butte in the province of Alberta this 7th day of July 2025.

Keith Davis  
Chief Administrative Officer  
Town of Picture Butte

Benjamin Guliker

Guliker Holdings Ltd.

58 Broxburn Blvd.

Lethbridge County, AB, T1J 4P4

[ben@nitroconstruction.ca](mailto:ben@nitroconstruction.ca) 403-393-1979

July 23, 2025

To Whom It May Concern,

Subject: Support for Proposed Multifamily Development at 105 5th Street South, Picture Butte

We are writing to express our enthusiasm and provide reasons why our proposed multifamily development at 105 5th Street South will be a valuable addition to the community of Picture Butte.

As Alberta continues to grow, smaller communities like Picture Butte are attracting individuals and families looking for affordable, high-quality living in welcoming, close-knit environments. Our project is designed to support that growth by offering ten thoughtfully planned multifamily rental units that meet a range of housing needs—from young professionals and families seeking to downsize or start a new life path.

Here are a few key reasons this project is a strong fit for Picture Butte:

1. Addressing the Need for Quality Rental Housing

Picture Butte currently has limited rental options, which can make it challenging for new residents, young families, and essential workers to find housing. Our development will increase the supply of well-designed, professionally managed rental units—providing much-needed flexibility for those who aren't ready or able to purchase a home but still want to live and contribute to the community.

2. Support for Local Economy and Services

With increased population comes increased support for local businesses, schools, and public services. Our future residents will contribute to the local economy, helping to sustain and grow the small businesses and amenities that define Picture Butte's unique character.

3. Smart Land Use and Sustainable Growth

Multifamily housing uses land more efficiently than single-family homes. This development promotes smart growth by increasing housing density in an appropriate location, helping reduce urban sprawl and aligning with the town's long-term planning and development goals.

#### 4. Attractive, Community-Oriented Design

We are committed to creating a well-maintained and visually appealing building that fits with the surrounding neighborhood. Features such as landscaping, off-street parking, and safe pedestrian access will help foster a sense of community pride and safety.

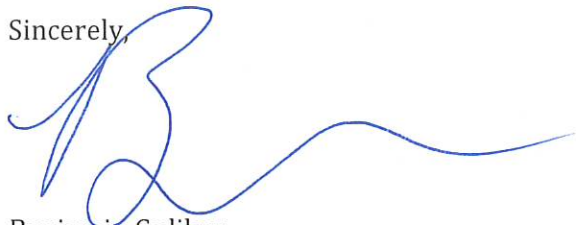
#### 5. Responding to Future Needs

As Picture Butte grows, it's vital to plan proactively for housing demand. This project will ensure that more residents—whether they are newcomers or long-time locals—can find suitable housing that allows them to stay in and contribute to the community.

We are excited to invest in Picture Butte's future and are committed to working collaboratively with the town, neighbors, and stakeholders to ensure this development is a success.

Thank you for your time, consideration, and support.

Sincerely,

A handwritten signature in blue ink, appearing to be 'B. Guliker', with a long, sweeping horizontal line extending to the right.

Benjamin Guliker

President

Guliker Holding Ltd.

Rylan Oudshoorn  
HeVtech Mechanic & Tire  
120 Hwy Avenue N Picture Butte, AB  
403-732-4282  
July 15, 2025

To Whom It May Concern,

Subject: Letter of Support for New Housing Development at 105 5th Street South  
I am writing as a longtime business owner and resident of Picture Butte to express my full support for the proposed multifamily housing project planned for 105 5th Street South.

Picture Butte has always been a place where people know their neighbors and support one another. To maintain that spirit, we must continue to create opportunities for new residents to join our community. This project will help fill a crucial gap in available housing, particularly rental units, which are in short supply here.

Having more rental housing options is not just about growth—it's about sustainability. Local businesses, including my own, rely on a stable workforce. When workers can't find housing in town, they often have to look elsewhere, which affects both employment and community involvement. A project like this one makes it easier for people to live and work in the same place, which benefits all of us.

I also appreciate the scale of the development. It introduces new housing without overwhelming local infrastructure. With thoughtful planning and responsible construction, I believe this project will integrate well into the neighborhood.

As someone invested in the future of Picture Butte, I see this development as a step in the right direction. It supports our local economy, helps meet housing needs, and strengthens the social and economic fabric of our town.

Please consider this letter a strong endorsement of the project. I look forward to seeing it move ahead and contribute positively to our community's future.

Sincerely,



Rylan Oudshoorn  
Owner, HeVtech Mechanic & Tire  
Resident of Picture Butte

Town Council and Municipal Planning Commission, Picture Butte

Im writing in strong support of the proposed land use redesignation and multi unit development at Lot 1, Plan 831 0807 in Picture Butte, Alberta.

As a licensed property manager and realtor with Hometime, I work closely with both tenants and property owners across southern Alberta. Picture Butte has always played a vital role in the regions agriculture and cattle production industries. With local operations and surrounding farms relying on a stable workforce, theres a growing need for accessible, well maintained housing that can serve both long term residents and workers supporting these key industries.

This proposed development, an 8 plex with two additional basement units, will provide exactly that. It offers 10 thoughtfully designed rental homes, with the two end units including one bedroom basement suites ideal for single individuals or couples. The main units offer three bedrooms and unfinished basements, suitable for growing families or working professionals. The inclusion of 100 percent off street parking and a shared green space with picnic areas shows a well rounded, tenant friendly plan that encourages both livability and community connection.

In a time when housing inventory is tight and construction starts are slowing across Alberta, this development answers a critical need. Smaller towns like Picture Butte are especially affected, with fewer available rental options and limited new builds. This project brings a positive, proactive solution to that challenge. It supports the local economy by providing housing for those employed in the towns agriculture and service sectors and ensures that the people who keep Picture Butte running have a place to live, work, and stay.

This development will reduce pressure on existing housing stock, offer more choices for residents, and support the long term sustainability of Picture Butte's workforce and economy. I strongly

encourage the Town Council to approve this project, recognizing it as a forward thinking investment at a time its truly needed.

Please feel free to reach out if you have any questions or would like additional context.

Sincerely,

Jody Workman

Property Manager & Realtor

Hometime

403-332-0420

[jworkman@hometimecanada.com](mailto:jworkman@hometimecanada.com)



Town Council and Municipal Planning Commission, Picture Butte

Hello,

My name is Mary Milroy and I am a property manager and Realtor with Hometime. I wanted to write a quick note to express my full support for the proposed residential project at Lot 1, Plan 831 0807 in Picture Butte.

This development is the kind of positive growth that benefits everyone. It brings new homes to people who need them, whether they are working in local agriculture, starting a family, or simply looking for a place to call home in a quiet and connected town. The mix of three bedroom homes and one bedroom basement suites allows for a variety of renters with different needs and situations.

What I like most is how practical and thoughtful the layout is. All parking is off the street, which helps with safety and appearance. There is a shared outdoor space that adds a nice touch for families or anyone who enjoys time outside. It is clear the design is meant to be both livable and community focused.

Picture Butte is an important part of Alberta's farming and cattle industry. In order to support that, we need housing options that make it easier for workers and families to stay local. This development helps do that in a respectful and smart way.

Thank you for considering this application. I believe it will bring long term value to the town and provide people with good quality housing when it is really needed.

Warm regards,

Mary Milroy



Property Manager and Realtor

Hometime

[mmilroy@hometimecanada.com](mailto:mmilroy@hometimecanada.com)

403-315-9391



To whom it may concern,

On behalf of Schooten and Sons Feedyards, I am writing to express our full support for the proposed re-zoning that would allow construction of a multi-family residential building in Picture Butte.

We employ a number of people who would prefer to live in the community where they work. Unfortunately, our employees consistently struggle to find rental housing in Picture Butte. When a unit does become available, rents are often too high to be workable for many of our staff, especially new hires and young families starting out. As a result, employees look to surrounding communities for housing, adding commute time, fuel costs, and creating a weaker day-to-day connection to Picture Butte.

From an employer perspective, that matters. We want our employees to put down roots locally, enroll their kids in local programs, volunteer, shop, and contribute to the long-term health of the community. Having attainable, good-quality multi-family rental options is one of the most direct ways to support workforce stability, retention, and community growth.

For these reasons, we are in full support of the multi-family building as proposed and encourage Council to approve the necessary re-zoning. Expanding the local rental supply will help:

- Provide attainable, workforce-friendly housing options.
- Reduce the need for employees to commute from out of town.
- Strengthen community engagement and economic participation from local workers and their families.

- Support continued business investment and job growth in Picture Butte.

We appreciate the Town's efforts to plan for responsible growth and to respond to real housing pressures faced by local employers and residents alike.

Thank you for your consideration.

Sincerely,

Justin Schooten

Owner

Schooten and Sons Feedyards

403-315-5679

Justinschooten@gmail.com



Ryan den Bok

Box 36

Picture Butte, AB T0K 1V0

403-308-7371

July 15, 2025

To Whom It May Concern,

Subject: Community Support for Proposed Multifamily Development at 105 5th Street South

As a proud resident and business owner in Picture Butte, I am writing to express my strong support for the proposed multifamily development at 105 5th Street South.

This project presents a valuable opportunity for our community. As someone who lives and works here, I see first-hand the growing need for more housing—especially rental units that are modern, and professionally managed. This development will help address that need and bring positive growth to our town.

Adding high-quality rental housing will allow more individuals and families to live and thrive in Picture Butte. It will make it easier for young people to stay in the community, for new families to move in, and for workers—including those employed at local businesses like mine—to find housing nearby. This not only benefits those individuals, but strengthens the fabric of our entire community.

Increased housing also means more people supporting local businesses, attending schools, and participating in community events. As a local business owner, I welcome the potential for new customers and greater economic activity. As a resident, I'm glad to see investment in thoughtful, well-planned development that reflects our values and needs.

I appreciate that this project is being designed with consideration for aesthetics, community fit, and responsible land use. I believe it will be a positive addition to our neighborhood and will help ensure that Picture Butte remains a vibrant and welcoming place to live, work, and do business.

Thank you for your time and for considering my support for this much-needed project.

Sincerely,

A handwritten signature in black ink, appearing to be 'Ryan den Bok', with a long horizontal stroke extending to the right.

Ryan den Bok

Owner, Excede Finishing

Community Member, Picture Butte



## 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: 24<sup>th</sup> July, 2025  
To: Mayor, Council  
From: CAO

### Re: Bylaw No. 962-25 Land Use Bylaw No. 841-15 Amendment – Redesignation of Land from R1 to R5

#### Background:

We have received an application to redesignate Lot 1, Plan 8310807, 105 5<sup>th</sup> Street South from Residential R1 to Residential Multi Unit – R5. The proposed future use of this lot is to build a Row Dwelling with 8 to 10 units.

Council conducted 1<sup>st</sup> reading of this bylaw on the 23<sup>rd</sup> of June, 2025. Since then the public hearing date has been advertised for two weeks in the Sunnysouth News. The public hearing is scheduled for the 28<sup>th</sup> of July Council meeting. Following the Public Hearing Council may proceed with 2<sup>nd</sup> and 3<sup>rd</sup> reading of Bylaw No. 962-25.

#### Land Use Bylaw Considerations:

My comments are in blue and the Land Use Bylaw (LUB) requirements are in black. “When redesignating land from one land use district to another, Council should consider the following when making a decision:

- (a) Compliance with applicable standards and provision of the Land Use Bylaw”. The LUB requires the following for Row Dwellings

Standard	LUB requirement	Proposed Future Development	Comments
Minimum Lot Size	232.3 sqm. per unit = 232.3 x 10 = 2,323 sqm	2517.22 sqm.	Meets standard
Setbacks			
• Front Yard	7.6m	7.62m	Meets standard
• Side Yard	1.5m	1.5m	North and East property lines Meets standard.
• Rear Yard	7.6m	7.6m+	South property line. Meets standard
Maximum Site Coverage	50%	23%	Meets standard
Minimum Floor Area	74.3 sqm	64 sqm	Minimum floor area does not meet the standard.
Max. Building Height	11m	11m	Meets standard
Parking	2 per dwelling unit	20 stalls	Meets standard

<b>Higher Density Residential</b>	
• Compatibility with general height, design of existing houses	Single detached have max. height of 10.1m Proposed is 11m – Compatible
• Massing of building with regards to streetscape, parcel, setbacks, adjacent land uses.	Meets LUB standards. In residential area, streetscape not of the ordinary
• Adequate off street parking	Meets LUB standards
• Suitable landscaping and onsite amenities	Discretionary opinion but I think so
• Adequacy and proximity of community facilities	Close to community facilities and lots of open space
• Ability of site to provide outdoor amenity space for residents	Each unit has a private outdoor amenity space plus shared outdoor spaces
• Ability of municipal utilities to accommodate density	They will need to upgrade their service lines but our main lines would have capacity.
• Possible impact on future land uses and the street system	Minimal impact

- (b) Consistency with any adopted statutory plans
  - Compatible with MDP
- (c) Compatibility with adjacent uses
  - Compatible with adjacent uses. Adjacent uses mainly residential.
- (d) Development potential/suitability of site
  - Site is suitable for proposed development
- (e) Availability of facilities and services
  - Facilities and services are available in close proximity
- (f) Potential impact on public roads
  - Increased traffic on 5<sup>th</sup> Street South, 4<sup>th</sup> Street South and Rogers Avenue but these roads are either residential collector roads or a highway.
- (g) Setback distances
  - Meets requirements
- (h) Supply of suitable designated land
  - No supply exists in Town for Residential Multi Unit – R5
- (i) Public comment and any applicable review agency comments
  - Dependent upon Public Hearing
- (j) Any other matters deemed pertinent.

In consideration of what the LUB outlines Council needs to consider when a land redesignation is applied for I think this application meets nearly all of the requirements. The only requirement it is not meeting is the minimum unit size.

#### **Recommendation:**

1. Barring any major controversies brought up at the public hearing I recommend that Council proceed with 2<sup>nd</sup> and 3<sup>rd</sup> reading of Bylaw No. 962-25 Land Use Bylaw Amendment – Land Redesignation from Residential R1 to Multi-Unit Residential R5.

**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: 28 July, 2025

To: Mayor, Council

From: Director of Corporate Services

### **Re: 2025 2nd Quarter Operating and Capital Variance Report**

#### **Background:**

The purpose of the quarterly variance report is to identify to Council where our spending is compared to budget and also analyze any variances. We would then review this information with Council.

Attached in the variance report for the 2nd Quarter of 2025.

Variances from the budget are highlighted by shading in the attached report. In addition, the attached report indicates explanations for the variance identified. Should Council require further explanation or clarification administration will be available at the regular meeting to answer any questions.

#### **Recommendation Options:**

**THAT** Council approves the 2nd Quarter 2025 Preliminary Operating and Capital Budget Variance reports as presented.

#### **Submitted by:**

Michelle Overbeeke, CPA CMA

Director of Corporate Services



**TOWN OF PICTURE BUTTE**  
**OPERATING REVENUE & EXPENDITURES**  
**January - June 2025**

Threshold =>

6 /12

**50.00%**

		OPERATING REVENUES					OPERATING EXPENDITURES		
		ANNUAL BUDGET	Y.T.D. AMOUNT	%	REASON FOR VARIANCE	ANNUAL BUDGET	Y.T.D. AMOUNT	%	REASON FOR VARIANCE
10	General Municipal	3,178,225.00	2,959,188.74	93.11%		923,925.00	466,202.94	50.46%	
11	Council	7,500.00	-	0.00%		99,150.00	38,235.17	38.56%	
12	General Admin	61,140.00	(53,107.19)	-86.86%	Write off asset	571,880.00	248,745.44	43.50%	
23	Fire	293,000.00	159,673.29	54.50%		471,725.00	178,368.95	37.81%	
24	Disaster Services	-	-	0.00%		51,710.00	65,204.05	126.10%	Emergency Mgmt Grant Expenses
25	Ambulance	792,395.00	291,714.43	36.81%	Ambulance services down for this quarter.	791,505.00	326,339.69	41.23%	
26	Bylaw	1,700.00	20.00	1.18%		87,525.00	15,591.93	17.81%	
31	Public Works	11,250.00	-	0.00%		344,545.00	132,792.56	38.54%	
32	Streets	4,000.00	102.98	0.00%		388,075.00	146,021.28	37.63%	
41	Water	740,325.00	353,725.17	47.78%	Revenue lower than budget	729,190.00	314,307.34	43.10%	
42	Sewer	337,810.00	494,143.33	146.28%		340,345.00	163,947.58	48.17%	
43	Garbage	246,105.00	122,547.37	49.79%		252,150.00	126,083.43	50.00%	
51	FCSS Requisition	-	-	0.00%		65,750.00	36,149.31	54.98%	Requisition paid 1st quarter
61	Planning & Zoning	56,600.00	7,982.71	14.10%	MDP tranfer from reserve done in December	125,580.00	47,670.43	37.96%	
66	Land Devlopment	100,000.00	145,099.00	145.10%		148,470.00	15,056.56	10.14%	
72	Recreation	444,315.00	137,155.24	30.87%	Pool revenue starts in July Transfer for Library project done in December	1,027,300.00	406,543.49	39.57%	
74	Library/Community Centre	59,560.00	15,584.52	26.17%		172,100.00	61,684.59	35.84%	
90	Franchise Fees	257,000.00	122,816.22	47.79%	June franchise fees not paid yet	-	-	0.00%	
Total		6,590,925.00	4,756,645.81	72.17%		6,590,925.00	2,788,944.74	42.31%	

**TOWN OF PICTURE BUTTE**  
**CAPITAL PROJECTS**  
**January - June 2025**

	<b>ANNUAL BUDGET</b>	<b>Y.T.D. AMOUNT</b>	<b>%</b>	<b>REASON FOR VARIANCE</b>
Replace 2009 Dodge Ram 1500	60,000	59,984.12	99.97%	
Line Painter	15,000	9,754.00	65.03%	
Fire Hydrant Replacement	7,500		0.00%	
Back-up Distribution Pump	50,000		0.00%	
Water Meter Replacement Plan	500,000		0.00%	
Lagoon Design		47,397.40	0.00%	The rest of the design will be covered with 64% grant
2024 IMP Project Final Costs	25,000		0.00%	
IMP Update	245,000	714.35	0.29%	
Sidewalk Replacement	50,000		0.00%	
Replace Case DX34 Mower	70,000	60,396.09	86.28%	
CPR Trail	200,000	23,980.01	11.99%	
Wildland 31 Pump Replacement	40,000		0.00%	
Frontline Ambulance - Deposit	80,000	81,304.26	101.63%	
New Server	20,000	18,154.34	90.77%	Motion # 198 2505 26

<b>Total</b>	<b>1,282,500</b>	<b>301,684.57</b>	<b>23.52%</b>
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## 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<sup>th</sup> July, 2025

To: Mayor, Council

From: CAO

### **Traffic Bylaw Implementation**

For making 3<sup>rd</sup> Street N. a one way street we have added bright orange barricades to either side of the road. We will also be adding Do Not Enter signs on the edges for these barricades. Initially, one barricade was added either side of the road. Another barricade will be added and end at the end of the parking areas.

### **Wastewater Project**

I have requested the engineers that we have a meeting with Alberta Environment to discuss this project and the requirements of the project. There are no new updates since the last update included below:

*We are waiting on one land owner to give approval for a right of way through their property. We are working with this individual's concerns. A receiving water analysis has been completed and an environmental impact assessment is nearly finalised. We have heard from Alberta Environment that we need to address the resident's concerns before they will consider and approve the application. This is ongoing and we still have not received this persons approval. We are beginning to look at alternatives to appease this land owner.*

### **Fire Services Agreement**

The Town approved an extension to our current agreement until the 31<sup>st</sup> of December, 2025 in April of this year, with the understanding that we would finalise the new agreement in short order. Since this time a change of direction has occurred and the County, with Administrations support from participating municipalities, would like to explore a regional fire services approach and agreement. I have communicated that prior to exploring the regional system and committing a lot of time and resources to that effort we would like the current fire services agreement extended for 3 years. Communications are continuing regarding the make up of the fire services agreement with the County.

### **Water Meter Installation Project**

Residents are able to begin booking appointments to have their water meters replaced now. This began on Friday the 25<sup>th</sup>.

### **HOLIDAY STATUS**

Days in lieu used 70 hrs out of 70 hrs

Accrued Holidays 47 days

**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: July 28, 2025  
To: Mayor, Council  
From: Director of Corporate Services

### Re: Property Tax Update

#### Background:

Provide Council with an update as to our property taxes outstanding. Also, provide information about the number of residents that are taking part in our TIPP program.

Year	Tax Levies \$	Bal \$ on Jul 11/25	% Outstanding	# on TIPP	Approx Tipp \$	% of TIPP \$ to Tax Levy	# properties put on Tax Notice
2025	\$2,856,678.00	\$ 90,497.88	3.17%	176	\$556,379.52	19.48%	6
2024	\$2,438,407.00	\$200,259.01	8.21%	168	\$507,624.24	20.82%	9
2023	\$2,289,330.00	\$175,966.87	7.69%	164	\$459,590.88	20.08%	6
2022	\$2,109,893.90	\$112,618.35	5.34%	147	\$421,684.39	19.99%	1
2021	\$1,995,295.00	\$163,314.13	8.18%	150	\$345,169.44	17.30%	2
2020	\$1,905,797.92	\$166,431.56	8.73%	139	\$324,123.90	17.01%	2
2019	\$1,831,250.04	\$82,178.83	4.49%	135	\$317,212.08	17.32%	9
2018	\$1,765,887.64	\$142,634.59	8.08%	103	\$236,037.48	13.37%	4

January 2026 10 new TIPP applications: approx.

#### Recommendation:

That Council receive this for information.

#### Submitted by:

Michelle Overbeeke, CPA CMA  
Director of Corporate Services



## Town of Picture Butte

**Our Vision:** Providing sustainable growth that results in a safe, vibrant and inclusive community while embracing our heritage.

**Our Mission:** By serving Picture Butte, Town Council will continually strive to ensure a thriving and vibrant community that improves the lives of Town Residents

# Director of Recreation Monthly Report

July 28th, 2025

## Current Parks & Recreation Activity

- **Parks Maintenance-** General grass maintenance, 50% of valves have been switched over to automatic for the irrigation in the parks. Landscaping at the Town Office has begun. Tollestrup has begun construction of the trail extension.
- **North County Recreation Complex** – Board Cleaning happening July 30<sup>th</sup>, Compressor 2 overhaul is be performed before start up. Plant Start up is scheduled for September 2<sup>nd</sup> with the arena opening September 19<sup>th</sup>.
- **Cor Van Raay Aquatic Centre-** New roof was installed on the waterslide, Pool shades are been repaired and will be returned to us shortly.
- **Energy Audits-** W.S.P will be conducting energy audits on the Town Office, Town Shop, Water Plant and Community center the will be on site August 5<sup>th</sup> and 6<sup>th</sup>.

## RECOMMENDATION:

That Council receives, for information, the Director of Recreation report for July 28<sup>th</sup>, 2025

Prepared by: Curtis Van Dorp  
Respectfully presented to Council

Date: July 21<sup>st</sup>, 2025  
Date: July 28<sup>th</sup>, 2025



## 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: July 23, 2025  
To: Mayor, Council  
From: Director of Parks and Recreation

### Re: Jamboree Days

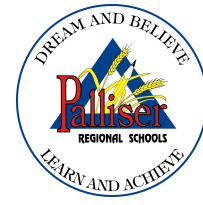
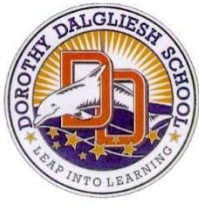
#### Background:

Jamboree Days is quickly approaching, I have a few discussion items for council:

1. Volunteering for the Town BBQ for the capsule opening ceremony
2. Time Capsule opening schedule/agenda
3. I have added that W.O.W unveil their new plaque to placed on 4<sup>th</sup> street 15minutes before our time capsule opening.
4. Food and pricing for the BBQ (Closed session)
5. Vehicles for invited retiring doctors.

	<i>Jamboree Days</i>
◆	AUGUST 15-17, 2025 ◆
ALL WEEKEND	Baseball Tournament
FRIDAY AUGUST 15	6PM - 9PM Street Dance, Concession
FRIDAY AUGUST 15	10PM Fireworks
SATURDAY AUGUST 16	7AM-10AM Pancake Breakfast
SATURDAY AUGUST 16	8AM - 1PM Ag Society Country Market
SATURDAY AUGUST 16	11AM Parade Starts (Line up at 10AM)
SATURDAY AUGUST 16	12PM - 3PM Kids Day in the Park - Free Hot Dog Lunch
SATURDAY AUGUST 16	12PM - 8PM Ag Society Beer Gardens and Food Trucks
SATURDAY AUGUST 16	1PM - 4PM Toonie Public Swim (Bring Lawn Chairs)
SATURDAY AUGUST 16	4:15PM Beet Industry Display Unveiling
SATURDAY AUGUST 16	4:30PM Time Capsule Opening & BBQ AT 5:30PM
SATURDAY AUGUST 16	9PM Movie in the Park (Bring Lawn Chairs)
SUNDAY AUGUST 17	11AM Interdenominational Church Service (Bring Chairs)

Submitted by: Curtis Van Dorp, Director of Parks and Recreation



Box 370  
Picture Butte, AB T0K 1V0

Phone: (403) 732-5636  
email: [crystal.mcgregor@pallisersd.ab.ca](mailto:crystal.mcgregor@pallisersd.ab.ca)

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Dear Mayor Cathy Moore and Esteemed Members of the Town Council,

On behalf of Dorothy Dalglish School, I hope this letter finds you well and enjoying the beginning of a beautiful summer season.

We are reaching out to explore a potential partnership between Dorothy Dalglish and the Town of Picture Butte to support the health and well-being of some of our students and their families during the summer holidays. Specifically, we are hoping to collaborate with the Town to provide swim passes to the local swimming facilities.

Access to swimming not only promotes physical health and safety but also provides an inclusive and engaging recreational opportunity for families who may otherwise face financial or logistical barriers. Many of our students greatly benefit from structured, safe environments during the summer months, and a program such as this could significantly enrich their time away from school.

Our goal is to ensure that all children, regardless of background, have the chance to enjoy the benefits of physical activity and community engagement over the summer.

Thank you for your time and consideration. We appreciate your ongoing commitment to the families of Picture Butte, and we hope to work together on this meaningful initiative.

Warm regards,  
Crystal McGregor  
Principal  
Dorothy Dalglish  
School: 403-732-5636 Cell: 403-393-3890  
[crystal.mcgregor@pallisersd.ab.ca](mailto:crystal.mcgregor@pallisersd.ab.ca)



Royal Canadian Mounted Police

Commanding Officer  
Alberta



Gendarmerie royale du Canada

Commandant  
de l'Alberta

June 25, 2025

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

Dear Mayor Catherine Moore:

I'm writing to introduce myself as the new Commanding Officer of the Alberta Royal Canadian Mounted Police (RCMP). It is an incredible honour to step into this role and lead a police service with such an extensive history of service to the communities and citizens of Alberta.

People are at the heart of everything we do. That includes the dedicated employees on the front lines and behind the scenes, the citizens we serve, and the communities and governments we proudly partner with. None of our work is possible without the commitment, support and collaboration of people.

With 37 years of policing experience - much of it in Alberta - I have seen firsthand how people working together can shape strong communities. I have witnessed the remarkable impact that this committed partnership can have, not only during moments of crisis, but in the everyday interactions that build trust and strengthen public confidence.

Trust is not something that is given; it is earned, day in and day out. My leadership is grounded in public trust, transparency, accountability, and meaningful results. These principles will guide how we serve you and the citizens you represent. I firmly believe that our success is rooted in the strength of our relationships with the communities we serve and the partners we stand beside. That is why I am committed to fostering strong, open, and meaningful connections with you, listening actively, and ensuring our work reflects the needs and values of your community.

While I am proud of the high-quality policing services the Alberta RCMP delivers, I also recognize that there is always room to evolve. We are embracing innovation and leveraging technology to enhance effectiveness. You can see through initiatives like the Real Time Operations Centre (RTOC) and the Remotely Piloted Aircraft Systems (RPAS) program, that the Alberta RCMP is embracing innovation and applying technology in ways that enhance how we serve, protect, and connect with the public.

One of the most pressing challenges we face today is staffing. Recruitment continues to be a top priority - but it is only part of the solution. Retention is equally critical. We are actively exploring new strategies to attract and retain dedicated employees who see the Alberta RCMP as not only a great place to work, but a place to grow, lead and make a difference.

We have an exciting path ahead. While challenges exist, so too do opportunities to modernize, to collaborate and to build an even stronger, more community-focused provincial police service.

Thank you for your ongoing partnership and support. I look forward to working alongside each of you to build safer communities and ensure they remain the best place to live, work and raise our families.

Yours truly,



Trevor Daroux, O.O.M.

Deputy Commissioner

Commanding Officer Alberta RCMP

11140 – 109 Street  
Edmonton, AB T5G 2T4

Telephone: 780-412-5444

Fax: 780-412-5445

RECEIVED

JUL 17 2025

TOWN OF  
PICTURE BUTTE

To the Town of Picture Butte

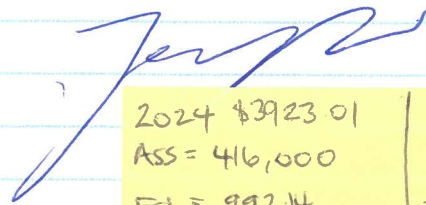
We the owners of house #410 7a St. North in Picture Butte are shocked and disgusted that our taxes have risen by about 25%. That's about \$1000 above last year! We were not sure how you justified this gross increase! We like many others are faced with increasing costs of living on all levels. Please try to find a way to drop them back to a more acceptable rate! Increases of \$100 - \$300 is far more average and hard enough to accept. We believe that you need to investigate other options for income other than raising housing taxes.

From Robert and Tamara Jones  
July 9 2025

RECEIVED

JUL 09 2025

TOWN OF  
PICTURE BUTTE



2024 \$3923.01	2025 \$4471.77
Ass = 416,000	Ass = 429,000
Eel = 992.14	= 1,126.06
Police = 153.19	= 239.36
Green = 58.07	= 60.21
Fees = 26.47	= 25.94
Muni = 2693.14	= 3020.20
Muni increase =	\$327.06 = 12%
Province =	\$223.23 = 18%
Overall ↑	\$545.76 = 14%



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122 – 5th Avenue South, Lethbridge, AB T1J 0S9 • 403-328-1155 • [www.greenacres.ab.ca](http://www.greenacres.ab.ca)

VIA EMAIL  
July 16, 2025

Keith Davis  
Chief Administrative Officer  
Town of Picture Butte  
120 – 4<sup>th</sup> Street North  
Picture Butte, AB T0K 1V0

**RE: Municipal Requisition Fact Sheet**

Dear Keith:

Attached please find the Municipal Requisition Fact Sheet document as it relates to Green Acres Foundation. We created the Municipal Requisition Fact Sheet to help explain why our annual requisition appears on property tax notices. We understand that council members may have questions about the Green Acres Foundation requisition, and our goal is to support you in responding to those inquiries with clear and accurate information.

Should you receive questions from citizens regarding Green Acres Foundation's requisition authority, please feel free to direct the query to the Foundation (403-328-1155). We are happy to provide clarification and additional information as needed.

Sincerely,

**GREEN ACRES FOUNDATION**

Dawna Coslovi  
CEO

Encl.



## Municipal Requisition Fact Sheet

1

### Background

Green Acres Foundation (GAF) is a Housing Management Body established by the province of Alberta. GAF has been dedicated to providing affordable housing and services for senior citizens in Southern Alberta since 1960. Since our inception, our portfolio has grown to meet the needs of our clients. We are proud of our ability to adapt and embrace the changing requirements, allowing seniors to “age in community”.

2

### Our Services

GAF operates 9 lodges and 10 apartment buildings, with 705 lodge units, 229 apartment units, and 16 cottages. GAF also has a combined total of 70 units for Type-B LPN and Type-B Secure clients, with 24/7 medical staff onsite, and 85 Type-B HCA care units. GAF has 504 employees and volunteers, with Annual Gross Wages of \$15,689,972.00 (2024).

3

### Affordable, Quality Care for Seniors

GAF lodges provide an affordable housing option compared to private sector homes, enabling seniors with limited incomes access to vital services at rates based on their income. This approach ensures that individuals with modest financial resources can enjoy a comfortable life within their community.

4

### Requisitions

Every property tax payer in Alberta pays a requisition amount to their local Housing Management Body that provides lodge accommodation for seniors. This amount is collected through their annual property tax bills.

Under provincial legislation (Alberta Housing Act), GAF can requisition the member municipalities to fund any operational shortfalls and to maintain a reserve fund. GAF maintains a reserve fund to ensure our seniors communities are well maintained to meet resident expectations, and to allow for intentional growth to meet the housing needs for seniors in the future.

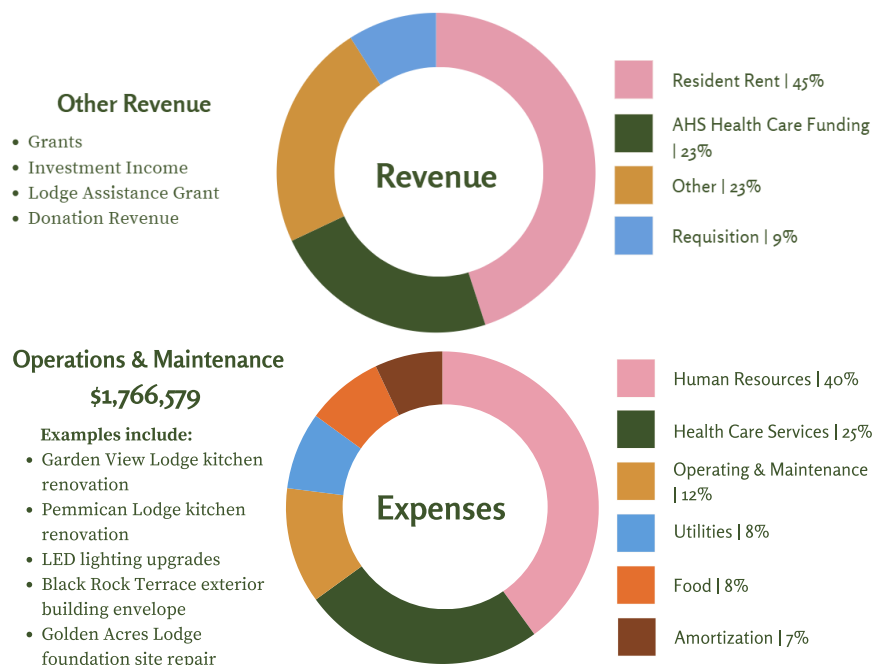
5

### GAF's Member Municipalities

The following municipalities collect the requisition on behalf of GAF:

- City of Lethbridge
- Town of Coalhurst
- Town of Picture Butte
- Village of Barons
- Lethbridge County
- Town of Coaldale
- Town of Nobleford

## Sources of Funds Fiscal Year 2024



*Our Mission: Green Acres Foundation (GAF) provides affordable housing and quality services responsive to the needs of clients.*