

MINUTES
OF THE
PICTURE BUTTE TOWN COUNCIL MEETING
HELD IN
COUNCIL CHAMBERS
Monday, September 8th, 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 Emergency Services – F. West
Administrative Assistant – K. Rice

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

261 2509 08 MOVED by Councillor Feist that the agenda be approved as amended.
ADD 6.5 – Economic Development Committee Strategic Plan meeting food request
CARRIED

3.0 ADOPTION OF THE MINUTES

3.1 Regular Council Meeting – August 11th, 2025

262 2509 08 MOVED by Deputy Mayor Papworth that the Regular Council Meeting minutes of August 11th, 2025 be approved as presented.
CARRIED

4.0 PUBLIC HEARING – None for this meeting.

5.0 DELEGATION

Sgt. Sean Dutch from the RCMP presented the quarterly Community Policing Report to Council. RCMP recruiting is stronger than ever with a big push taking place in Alberta. The recruitment numbers in Alberta are at a ten year high. Criminal Code offences are down from 2023-2024. The RCMP has added two police dogs units working out of the Coaldale Branch. The lockout in Coaldale has caused a staffing issue but they are receiving support from neighbouring municipalities which is helping. There has been an increase in mental health calls, the RCMP has a unit with a nurse that helps with these calls. This allows for a more effective use of resources as the nurse helps with individuals who may need to attend the hospital.

Sgt. Dutch mentioned there had been targeted enforcement to help with the new one-way street, warnings and tickets were issued. Council agreed that there is more awareness of the one-way but there are still vehicles travelling the wrong way occasionally. Councillor Feist expressed concern about the speed of vehicles, specifically larger trucks, travelling down Highway Avenue. The RCMP will send units out to do enforcement along Highway Avenue.

6.0 REQUESTS FOR DECISION

6.1 Records Retention & Disposal Standard Operating Procedure

263 2509 08 MOVED by Councillor Feist to approve the changes made to the Records Retention & Disposal Standard Operating Procedures as recommended.
CARRIED

6.2 Library Board Appointments

264 2509 08 MOVED by Councillor de Kok to approve Susan O'Donnell, Anara Boss and Jessica Sinke to the Picture Butte Library Board for a three-year term.
CARRIED

6.3 Sunset Lots Sales Restriction

265 2509 08 MOVED by Councillor Neels to allow an entity to purchase and own more than two lots at a time only in instances where the previously owned lots are full developed with a single detached dwelling. The maximum amount of undeveloped lands bought by an entity at any given time shall remain at a maximum of two undeveloped lots. An undeveloped lot may be sold to an entity when the undeveloped lot has a single detached dwelling constructed upon the property.

CARRIED

6.4 Bylaw No. 964-25 Regional Emergency Management Bylaw

266 2509 08 MOVED by Deputy Mayor Papworth the first reading of Bylaw No. 964-25 Regional Emergency Management Bylaw.

CARRIED

267 2509 08 MOVED by Councillor de Kok the second reading of Bylaw No. 964-25 Regional Emergency Management Bylaw.

CARRIED

268 2509 08 MOVED by Councillor Feist permission to move to the third reading of Bylaw No. 964-25 Regional Emergency Management Bylaw.

CARRIED UNANIMOUSLY

269 2509 08 MOVED by Councillor Neels the third and final reading of Bylaw No. 964-25 Regional Emergency Management Bylaw.

CARRIED

6.5 Strategic Plan meeting food request

270 2509 08 MOVED by Councillor de Kok to approve the Economic Development Committee to go out for lunch for the Strategic Plan meeting on September 11, 2025.

CARRIED

7.0 MAYOR'S REPORT

7.1 Mayor's Report

August 15-17	Attended Jamboree Days
September 2	Attended Coffee with the Seniors at Piyami Lodge
September 3	Attended a Picture Butte & District Chamber of Commerce Executive meeting
September 5	Attended a Mayors and Reeves of Southwest Alberta meeting

271 2509 08 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:
August 15-17 Attended Jamboree Days

Councillor Feist advised Council of her recent activities:
August 15-17 Attended Jamboree Days
September 3 Attended a Barons Eureka Warner Family & Support Services meeting
September 4 Attended an Oldman River Regional Services Commission meeting

Councillor de Kok advised Council of his recent activities:
August 15-17 Attended Jamboree Days

August 29 Attended a Southern Alberta Energy from Waste Association zoom meeting

Deputy Mayor Papworth advised Council of her recent activities:
August 15-17 Attended Jamboree Days
August 20 Attended a Green Acres Foundation Executive zoom meeting

272 2509 08 MOVED by Deputy Mayor Papworth that the Council Reports be accepted as presented.

CARRIED

9.0 ADMINISTRATION’S REPORT

9.1 CAO Report

273 2509 08 MOVED by Councillor de Kok to accept the CAO Report as presented.

CARRIED

10.0 CORRESPONDENCE – None for this meeting.

11.0 INFORMATIONAL ITEMS – None for this meeting.

12.0 CLOSED SESSION

274 2509 08 MOVED by Councillor Neels to close the meeting to the public in accordance with Section 26 & 29 of the Access to Information Act to discuss the Fire Services Agreement, Emergency Services Report, Council Meeting Regularity and Sanitary Sewer Upgrade Update at 7:17 p.m.

CARRIED

275 2509 08 MOVED by Councillor de Kok to open the meeting to the public at 8:36 p.m.

CARRIED

276 2509 08 MOVED by Councillor de Kok to not accept the Fire Services Agreement as presented.

CARRIED

277 2509 08 MOVED by Deputy Mayor Papworth to receive and file the Director of Emergency Services Report.

CARRIED

278 2509 08 MOVED by Deputy Mayor Papworth to schedule two Council meetings per month, one Council Meeting and one Committee of the Whole meeting and to adjust Bylaw No. 902-20 to represent changes.

CARRIED

279 2509 08 MOVED by Councillor de Kok to direct administration to continue investigating waste water options.

CARRIED

13.0 ADJOURNMENT

The next Regular Council Meeting is scheduled for September 22th, 2025 beginning at 6:30 p.m.

280 2509 08 MOVED by Councillor Feist to adjourn the Regular Council Meeting at 8:41 p.m.

CARRIED

Cathy Moore
Mayor

Keith Davis
Chief Administrative Officer