



AGENDA

REGULAR MEETING OF PICTURE BUTTE TOWN COUNCIL COUNCIL CHAMBERS

Monday, May 29th, 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 – 8th May, 2023

4.0 PUBLIC HEARING

5.0 DELEGATION

6.0 REQUESTS FOR DECISION

- 6.1 2023 Volunteer Firefighter Tax Credits
- 6.2 Picture Butte and District Agricultural Society Request
- 6.3 Tree Planting Guide
- 6.4 Library Board Applicant

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 Community Builder Awards
- 10.2 Nobleford Heritage Society – Heritage Day Invitation

11.0 INFORMATIONAL ITEMS

- 11.1 Oldman River Regional Services Commission – Executive Committee Meetings – April, 2023
- 11.2 Yellowhead County Letter – Election Delay
- 11.3 Picture Butte Municipal Library – Chairperson appointment

12.0 CLOSED SESSION

- 12.1 FOIP Act Division 2 Section 24 – Curling Club Fees
- 12.2 FOIP Act Division 2 Section 16 – Senior Dinner Costs
- 12.3 FOIP Act Division 2 Section 24 – South Rural Water Line Connection costs

13.0 ADJOURNMENT

MINUTES
OF THE
PICTURE BUTTE TOWN COUNCIL MEETING
HELD IN
COUNCIL CHAMBERS
Monday, May 8th, 2023 AT 6:30 PM

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

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

1.0 CALL TO ORDER

Mayor Moore called the Regular Council Meeting to order at 6:30 p.m.

2.0 ADOPTION OF THE AGENDA

133 2305 08 MOVED by Councillor Feist that the agenda be approved as presented.
CARRIED

3.0 ADOPTION OF THE MINUTES

134 2305 08 3.1 Regular Council Meeting – April 24th, 2023
MOVED by Councillor Thomson that the Regular Council Meeting minutes of
April 24th, 2023 be approved as presented.
CARRIED

4.0 PUBLIC HEARING – None for this meeting

5.0 DELEGATION

5.1 Glenda Farnden & Martin Able, STARS

Glenda Farnden introduced our new point of contact, Martin Able, who is based out of Lethbridge. STARS is going into its 38th year running in western Canada. This year the Alberta government has increased their commitment to 50% of operational costs. STARS has been able to secure annual municipal support from 90% of Alberta through regional partnerships. STARS has transported 16 residents from scene calls near Lethbridge County since 2018 and 338 residents from Lethbridge Hospital. There are over 36,000 emergency requests a year that go through the Emergency Line Centre (ELC) in Calgary. There is always a physician in the ELC and a physician rides in the helicopter about 25% of the calls. In 2002, STARS became the first civilian organization to start using night vision goggles to allow for night calls. All 10 helicopters have now been switched out to the new Airbus H145s that are spread out to the 6 bases across western Canada. There have been more than 55,000 missions flown. STARS recently set a record for the longest flown mission.

G. Farnden & M. Able left the meeting at 7:13 p.m.

6.0 REQUESTS FOR DECISION

6.1 Bylaw No. 935-23 – 2023 Tax Rate Bylaw

135 2305 08 MOVED by Councillor Papworth to approve first reading of Bylaw No. 935-23 – 2023 Tax Rate Bylaw.
CARRIED

136 2305 08 MOVED by Deputy Mayor de Kok to approve second reading of Bylaw No. 935-23 – 2023 Tax Rate Bylaw.
CARRIED

137 2305 08 MOVED by Councillor Feist for permission to conduct third and final reading of Bylaw No. 935-23 – 2023 Tax Rate Bylaw.
CARRIED UNANIMOUSLY

138 2305 08 MOVED by Councillor Thomson to approve the third and final reading of Bylaw No. 935-23 – 2023 Tax Rate Bylaw.
CARRIED

6.2 Picture Butte High School – Academic Awards

139 2305 08 MOVED by Councillor Feist to approve a \$200 sponsorship for the Picture Butte High School Academic Awards night.
CARRIED

140 2305 08 MOVED by Councillor Papworth to approve a member of Council to attend the awards night.
CARRIED

6.3 Council Summer Meeting Schedule

141 2305 08 MOVED by Councillor Papworth to direct Administration to cancel all Council meetings in the month of July and schedule a Committee of the Whole and one Regular Council Meeting in August; if any Special Council meetings are required in July and August that Council remuneration will only occur if there are more than three meetings of Council in the month.
CARRIED

6.4 Chamber of Commerce – Community Centre Rental Waiver

142 2305 08 MOVED by Deputy Mayor de Kok to waive the rental fee for the Community Centre for the Picture Butte & District Chamber of Commerce to host an Election Forum on May 16th, 2023.
CARRIED

6.5 Bylaw No. 936-23 Land Use Bylaw Amendment – Land Redesignation

143 2305 08 MOVED by Deputy Mayor de Kok to approve the first reading of Bylaw No. 936-23 Land Use Bylaw Amendment – Land Redesignation.
CARRIED

7.0 MAYOR'S REPORT

7.1 Mayor's Report

Mayor Moore advised Council on her recent activities:
April 26 Attended a Community Futures meeting
April 26 Attended the Council to Council meeting
May 5 Attended the e-bike unveiling at Piyami Lodge

144 2305 08 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:
April 25 Attended a SouthGrow meeting
April 26 Attended the Council to Council meeting

Councillor Feist advised Council of her recent activities:
April 26 Attended the Council to Council meeting
May 5 Attended the e-bike unveiling at Piyami Lodge

Councillor Papworth advised Council of her recent activities:
April 13 Attended a Picture Butte Chamber of Commerce meeting
April 19 Attended a Green Acres Finance & Audit meeting

Councillor Thomson advised Council of his recent activities:
 April 26 Attended the Council to Council meeting
 April 28 Attended a Sothern Alberta Energy from Waste
 Association meeting
 May 5 Attended the e-bike unveiling at Piyami Lodge

145 2305 08 MOVED by Councillor Papworth that the Council Reports be accepted as presented.

CARRIED

146 2305 08 MOVED by Deputy Mayor de Kok to direct Administration to cancel the Committee of the Whole meeting on May 15th, 2023 and reschedule the meeting to May 23rd and schedule the Regular Council meeting to May 29th, 2023.

CARRIED

9.0 ADMINISTRATION'S REPORT

9.1 CAO Report

147 2305 08 MOVED by Councillor Feist to accept the CAO Report as presented.

CARRIED

9.1.1 Director of Operations Report

148 2305 08 MOVED by Councillor Papworth to accept the Director of Operations Report.

CARRIED

10.0 CORRESPONDENCE

10.1 Lethbridge County – Development Permit 2023-082

149 2305 08 MOVED by Councillor Thomson to direct Administration to report back to Lethbridge County that the Town of Picture Butte has no issues with Development Permit 2023-082.

CARRIED

10.2 Town of Coaldale – Civic Square Grand Opening Invitation

150 2305 08 MOVED by Councillor Feist to authorize any member of Council to attend Town of Coaldale's Civic Square Grand Opening Event on June 17th, 2023.

CARRIED

11.0 INFORMATIONAL ITEMS

11.1 Dr. John Cowell, Alberta Health Services Administrator Update

11.2 2023 Minister's Awards for Municipal and Public Library Excellence

11.3 Oldman River Regional Services Commission – Executive Committee Meeting Minutes - 12 January, 2023

151 2305 08 MOVED by Deputy Mayor de Kok to receive and file Informational Items 11.1-11.3.

CARRIED

12.0 CLOSED SESSION

12.1 FOIP Act Division 2 Section 16.1 – Area Structure Plan Proposed Amendment

152 2305 08 MOVED by Councillor Papworth to close the meeting in accordance with Division 2 Section 16.1 of the Freedom of Information and Protection of Privacy Act to discuss Area Structure Plan Proposed Amendment at 7:57 p.m.

CARRIED

153 2305 08 MOVED by Councillor Thomson to open the meeting to the public at 8:34 p.m.
CARRIED

13.0 ADJOURNMENT

The next Regular Council Meeting is scheduled for May 29th, 2023 beginning at 6:30 p.m.

154 2305 08 MOVED by Councillor Feist that the Regular Council Meeting adjourn at 8:34 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: May 4, 2023
To: Mayor, Council
From: Director of Emergency Services

RE: 2023 Volunteer Firefighter Tax Credits

Background:

Council approved the *Volunteer Firefighter Tax Credit Policy* on February 27, 2023. Council directed Administration to implement the tax credit program for the 2023 tax year.

Financial Implications:

This program will result in lost revenue from property taxes by providing a credit to home owners who are eligible volunteer firefighters and business owners who employ eligible volunteer firefighters. The budgeted cost for 2023 is \$13,000.

Recommendation:

THAT In accordance with section 347(1) Cancellation, reduction, refund or deferral of taxes, of the Municipal Government Act; Council reduce the taxes of the following properties by the corresponding amounts:

Property Type	Roll Number	Credit
Residential	318000	\$1000.00
Residential	971000	\$1000.00
Residential	134220	\$1000.00
Residential	921309	\$800.00
Residential	946000	\$1000.00
Residential	972000	\$800.00
Residential	638000	\$600.00
Residential	115000	\$400.00
Residential	135008	\$800.00
Residential	921267	\$1000.00
Residential	36000	\$1000.00
Residential	297000	\$1000.00
Residential	469000	\$600.00
Commercial	411000	\$800.00
Commercial	135000	\$1200.00

Strategic Plan Rationale or Other Reasoning:

This program meets Goal #2 of the 2022-2026 Strategic Plan; *Encouraging a positive business environment through collaborating with our business community.* As well as *Continuing to promote residential development.*

Alternate Options:

None, adherence to municipal policy.

Attachments:

- *Volunteer Firefighter Tax Credit Policy*

Submitted by:

Frank West
Director of Emergency Services



Municipal Policy Manual

NAME: Volunteer Firefighter Tax Credit

Section: 200 **No:** 212

COUNCIL MOTION NUMBER: 046 2302 27

UPDATED: January 11, 2023

1. PURPOSE

- 1.1 To acknowledge the benefit of maintaining a volunteer fire department in the community which provides significant tax-savings to the ratepayers in the Town of Picture Butte.
- 1.2 To recognize the time commitment required of volunteer firefighters to respond to and prepare for emergencies.
- 1.3 To recognize the contribution of local businesses that employ volunteer firefighters and allow them to respond to emergencies during their business hours.
- 1.4 To aid in the recruitment and retention of volunteer firefighters to ensure a sustainable volunteer model for Picture Butte Emergency Services.

2. POLICY

- 2.1. In accordance with section **347(1)** Cancellation, reduction, refund or deferral of taxes, of the *Municipal Government Act*;
"If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions: (a) cancel or reduce tax arrears; (b) cancel or refund all or part of a tax; (c) defer the collection of a tax."
- 2.2. Therefore, Picture Butte Town Council shall implement a reduction in the municipal property taxes for volunteer firefighters and local businesses that employ volunteer firefighters subject to the conditions of this policy.
- 2.3. A Residential Tax Credit of up to \$1000.00 will be available to volunteer firefighters who are active and in good standing with Picture Butte Emergency Services. To be eligible for the residential tax credit, firefighters must own their home in the Town of Picture Butte and meet the requirements as outlined below.
- 2.4. The Residential Tax Credit can only be applied to the primary place of residence and cannot be split or transferred.
- 2.5. A Business Tax Credit of up to \$2000.00 will be available to business owners that employ volunteer firefighters and allow the firefighters to respond to emergencies during their business hours. To be eligible for the business tax credit, a business must have a physical asset (building or land) within the Town of Picture Butte and employ volunteer firefighters that respond to emergencies during business hours as per the requirements below.



Municipal Policy Manual

1 callout hour = 1 Point	1 training hour = 0.5 Point	1 12-hour shift = 0.25 Point
Points	Percent of Credit	Credit Amount
0 - 49.75	0%	\$0
50 - 74.75	20%	\$200
75 - 99.75	40%	\$400
100 - 124.75	60%	\$600
125 - 149.75	80%	\$800
150+	100%	\$1000

Business Tax Credit		
1 callout hour = 1 Point		
Point	Percent of Credit	Credit Amount
0 - 9.75	0%	\$0
10 - 19.75	20%	\$400
20 - 29.75	40%	\$800
30 - 39.75	60%	\$1200
40 - 49.75	80%	\$1600
50+	100%	\$2000

- The Residential Tax Credit and Business Tax Credit will be calculated on an annual basis using the point system for the year and applied to the next year's tax roll. For example, the points earned by a volunteer firefighter in 2022 will be applied as a credit to the municipal property tax owed for 2023. The credit will be shown on the property tax assessment sent out by the Town of Picture Butte.
- The Residential Tax Credit and Business Tax Credit will not be applied to a tax roll that has outstanding taxes.

Keith Davis

From: Picture Butte Agricultural Society
Sent: Thursday, May 18, 2023 9:36 AM
To: Keith Davis
Subject: Famer's Day

Good Morning CAO & Council

On behalf of the Picture Butte and District Ag Society we would like to inform you of our Farmer's Day event and request the use of the Community Center. Farmer's Day was always a community event years ago, and we'd like to bring it back. We are having a free community bbq on Friday, June 9th, from 11:30-1:30 on the gravel parking lot between the Community Center and the Arena. Some local farmers will bring in equipment that will be on display, and FCC and ATB will have volunteers and a display on hand as well. We have arranged a large bbq unit and will offer free burgers, chips and drink. We are requesting the use of a few tables and chairs from the Community Center - there may be some seniors who prefer to sit and eat instead of standing though it is meant to be a come and go, casual event. Also, in the case of a downpour, we are asking that then we can have those that prefer to sit, sit inside. If the weather forecast looks like rain we will likely also arrange a tent for outside so the whole event should still be mostly outdoors.

Thank you for your consideration,

Leanne de Kok



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: 25 May, 2023
To: Mayor, Council
From: CAO

Re: Tree Planting Guide

Background:

The attached Tree planting guide is a document that will guide Administration in the planting of trees in 2023 and beyond. Planting more trees is one of Council's strategic goals to improve the quality of life for their residents as identified in the 2022-2026 Strategic Plan.

The intent with this document is to update the document every year as more trees get planted.

If Council is satisfied with the plan for planting trees in 2023 we will proceed as outlined in the document. The document could also be released to the public for feedback.

Recommendation:

1. To accept the Tree Planting Guide as presented.

Attachments:

1. Tree Planting Guide

Submitted by: Keith Davis, CAO

TOWN OF PICTURE BUTTE



Tree Planting Guide

Vision

Picture Butte is the Community of Choice to work, live and play in Lethbridge County.

Mission

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

Goals

Council's goals to achieve their vision include improving the quality of life for our residents, creating community pride and being better stewards of the environment. Planting trees has been identified by Council as one way that we can achieve our goals and vision for the Town.

Preface

The following is a basic plan that outlines where tree planting can occur, what kind of trees will be planted and in what priority the trees will be planted. This is a document that can be added upon and it is expected that the plan will be updated yearly as budget and availability of trees become available. The purpose of this document is to have Council and administration have the same vision and understanding on what, where and when trees will be planted.

2023 Plan

Council has allocated \$24,000 (\$10,000 operating budget, \$14,000 2022 operational surplus) to planting more trees in Picture Butte. In 2023, the Town has been able to acquire, for free, 56, 10 gallon sized, deciduous trees through the Prairie Tree Innovation Project. The acquired trees include:

PSN 705 Manitoba Maple (3)	<i>Acer negundo 'PSN705'</i>
Autumn Blaze Maple (3)	<i>Acer x freemanii 'Jeffersred'</i>
Prairie Horizon Alder (3)	<i>Alnus hirsuta 'Harbin'</i>
Bylands Amur Cork Tree (3)	<i>Phellodendron amurense 'BYPSN800'</i>
PSN 12 Trembling Aspen (3)	<i>Populus x 'BY1912'</i>
BY 1904 Aspen (3)	<i>Populus tremuloides 'BY1906'</i>
BY 1906 Aspen (3)	<i>Populus tremuloides 'BY1907'</i>
BY 1908 Aspen (3)	<i>Populus tremuloides 'BY1908'</i>
Amigo Aspen (3)	<i>Populus tremuloides 'ByJoe'</i>
Klondike Cherry (3)	<i>Prunus maackii 'Jefdike'</i>
Admiration Oak (3)	<i>Quercus x jackiana 'Jefmir'</i>
Top Gun Oak (2)	<i>Quercus macrocarpa 'Bydur'</i>
BY1701 American Elm (3)	<i>Ulmus americana 'BY1701'</i>
BY1706 American Elm (3)	<i>Ulmus americana 'BY1706'</i>
BY1801 American Elm (3)	<i>Ulmus americana 'BY1801'</i>
BY1804 American Elm (3)	<i>Ulmus americana 'BY1804'</i>
BY1708 American Hybrid Elm (3)	<i>Ulmus americana hybrid 'BY1708'</i>
BY1709 American Hybrid Elm (3)	<i>Ulmus americana hybrid 'BY1709'</i>

Administration's proposal is to have a contractor plant these trees in locations that are suitable for the species of tree and in their appropriate locations. We are prioritizing the idea of bordering our green spaces and parks with trees. From viewing our parks this seems to have been a priority in the past that we would like to continue. The benefits of this is that it creates a separation from vehicular purposes and pedestrian purposes, beautifies the parks and green spaces while not interfering with possible future development of these areas.

The areas that we would like to prioritise in 2023 include:

1. Arena parking Lot/CPR trail Section 1	10 trees
2. CPR trail Section 2	5 trees
3. CPR trail Section 4	21 trees
4. Lions Park No. 1	8 trees
5. Campground	12 trees
TOTAL	56 trees

As these trees have been acquired at no cost, Administration would propose that any remaining budget allocated to tree planting in 2023 be rolled over to 2024 for another planting season.

Pool Parking Lot/CPR trail Section 1*Current Condition*

The pool parking lot and CPR trail section one were developed in 2021. At least 12 trees were planted in this area in 2021. The area is irrigated with treated water.

2023 Vision

To plant 10 deciduous trees as identified on the following map. The trees will predominately border the pool parking lot on the south and new trail south of the pool.



Pool Parking Lot



Species of Trees

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

Legend

-  Proposed deciduous tree
Plant 2023 (10 total)
-  Existing trees

CPR Trail Section 2

Current Condition

This section of the trail was also developed in 2021. At least 12 trees were planted at this time. The area is irrigated with treated water.

2023 Vision

To plant 5 additional trees as identified in the following map. These trees will supplement the existing trees to create a natural barrier between an area that is designed for vehicular traffic and an area that is designed for pedestrian traffic.

CPR Trail No. 2

Species of Trees

- 1.
- 2.
- 3.
- 4.
- 5.



CPR Trail Section 3

Current Condition

This section of the previous CPR lands has not been regraded and does not have a developed trail. It has the existing railway line bed with natural grasses growing on either side of the railway bed. This area also includes a triangular lot of land owned by the Town, directly behind the alley of 5A Street South and Watson Avenue. This area is an undeveloped green space that has grass. All of these areas are not irrigated.

2023 Vision

To plant 8 additional trees to border Highway 25 and to supplement the existing trees located there as outlined in the following map.

Future Vision




To plant the trees as outlined in the following map and to develop the CPR trail as outlined in the Trails Design and Concept Plan created by Stantec in 2018. To install irrigation in these areas.

CPR Trail No. 3

Species of Trees

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

Legend

-  Proposed deciduous tree
Plant 2023 (8 total)
-  Proposed evergreen tree
Future planting (35 total)
-  Existing deciduous trees



CPR Trail Section 4

Current Conditions

This section of the previous CPR lands borders Highway 25 and the entrance into Town from the west. It currently has 10 trees planted along the Highway 25. These trees are in varying degrees of health. It has the existing railway line bed with natural grasses growing on either side of the railway bed. The area is not irrigated.

2023 Vision

To plant 21 additional trees to border Highway 25 and to supplement the existing trees located there as outlined in the following map.

Future Vision




To plant the trees as outlined in the following map and to develop the CPR trail as outlined in the Trails Design and Concept Plan created by Stantec in 2018. To install irrigation in this area.

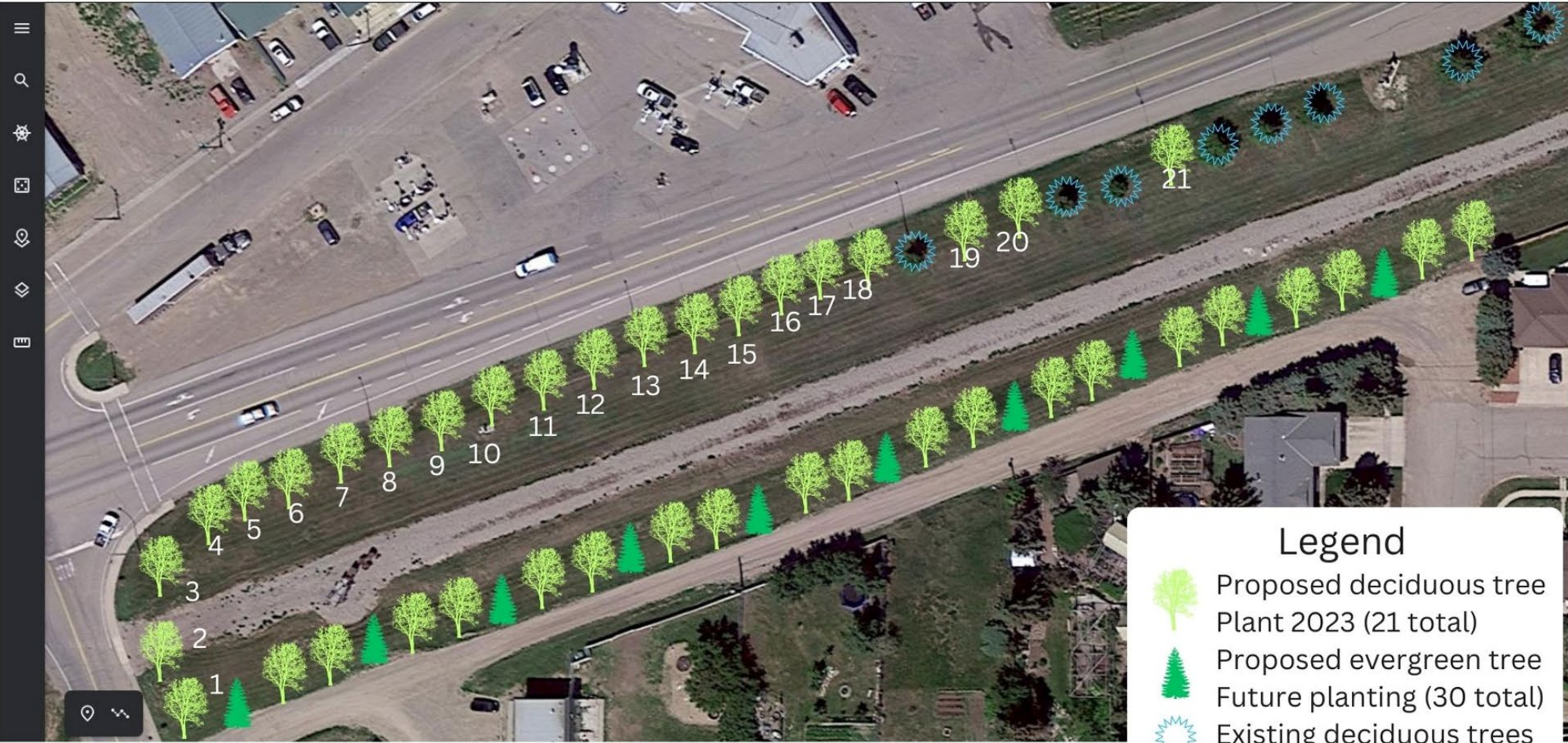
CPR Trail No. 4

Species of Trees

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.
- 17.
- 18.
- 19.
- 20.
- 21.

Legend

-  Proposed deciduous tree Plant 2023 (21 total)
-  Proposed evergreen tree Future planting (30 total)
-  Existing deciduous trees



Lions Park*Current Condition*

Lions Park has a number of trees bordering the it. Over time some trees that previously were found on the border of the park have been removed. There are some trees that are dead and need to be removed from this area.

2023 Vision

To replace trees along the border of Lions Park that have been previously removed or that have died as outlined in the attached map.

Lions Park No. 1



Species of Trees

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

Legend



Proposed deciduous tree
Plant 2023 (8 total)



Existing evergreen tree

CPR Right of Way/Lions Park 2/3rd Street Green Strip

Current Condition

This area includes the previous CPR right of way that backs onto commercial lands in the north and east, residential lands in the south and Lions Park to the west. The CPR right of way is an undeveloped green space that backs onto commercial and industrial lands to the north and east. The area is not irrigated. The green strip to the north and east of 3rd Street South has existing Caragana trees planted on the north. Various trees have been planted to the east to act as a barrier between the backyards of industrial customers and residential properties. The existing trees are well established. However, over time some of these trees have died and have not been replaced.

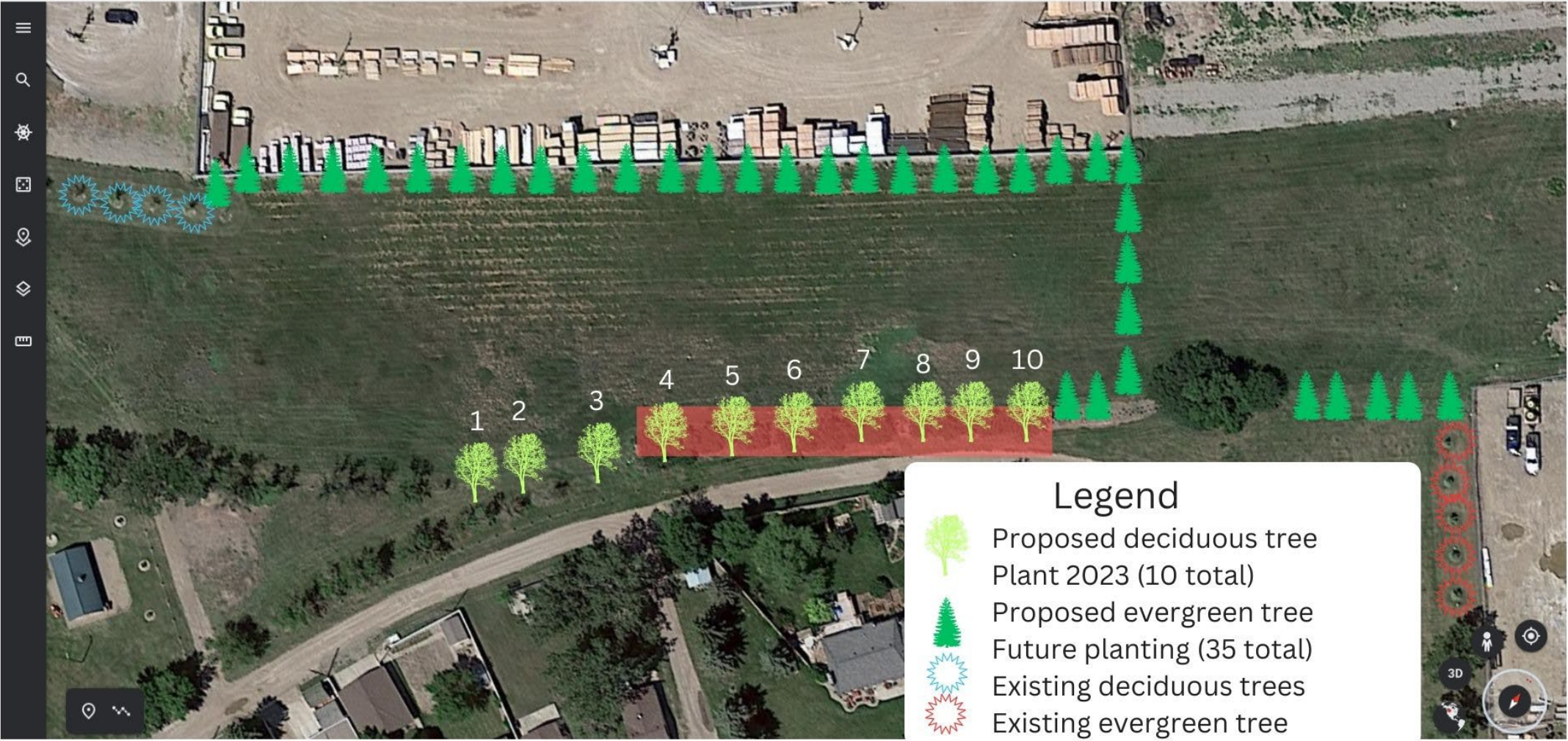
2023 Vision

There are no plans to plant trees in this area.

Future Vision

To plant trees as outlined in the following map. Part of this plan is to remove some old Caragana trees and to replant them with trees.






Lions Park No. 2



Species of Trees

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

Legend

-  Proposed deciduous tree
Plant 2023 (10 total)
-  Proposed evergreen tree
-  Future planting (35 total)
-  Existing deciduous trees
-  Existing evergreen tree

3rd Street Green Strip

Current Condition

The green strip to the east of 3rd Street South has various trees that have been planted to act as a barrier between the backyards of industrial customers and residential properties. The existing trees are well established. However, over time some of these trees have died and have not been replaced.

2023 Vision

There are no plans to plant trees in this area.

Future Vision

To replant trees that have been removed and not replaced in order to recreate the natural barrier between industrial back yards and the residential areas as outlined in the following maps.

3rd Street Green Strip No. 1

Species of Trees

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.



Third Street No. 2

Legend



Proposed deciduous tree
Plant 2023 (11 total)

Species of Trees

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.



Campground

Current Conditions

The Picture Butte campground has 9 camping spots. It is evident that each camping spot had two trees, one located on the south of the site and one on the north of the site. Overtime some of these trees have been removed and not replaced. This area also includes the north end of the dog park. This area has existing trees that are well established. This area is irrigated by raw water from the Picture Butte Reservoir.

2023 Vision

To reestablish trees that have been removed in the campground and to add some additional deciduous trees in the dog park area as outlined in the following map.

Future Vision

To plant evergreen trees along the east border of the dog park as outlined in the following map.





Campground



Species of Trees

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.

Legend

-  Proposed deciduous tree
Plant 2023 (12 total)
-  Proposed evergreen tree
Future planting (7 total)
-  Existing deciduous trees
-  Existing evergreen tree

Harry Watson Memorial Park

Current Condition

The area located to the north of Harry Watson Memorial Park includes: the Walk on the Wildside trail adjacent to the Picture Butte Reservoir; Green space from the gravel road to the Walk on the Wildside trail; a gravel road that goes from 6th Street North to 4th Street North. This gravel road allows parking and vehicular access to the campground and ball diamonds; a baseball diamond; bathrooms and a camp shelter. This area is irrigated by raw water from Picture Butte Reservoir.

2023 Vision

There are no plans to plant trees in this area in 2023.

Future Vision

The following map demonstrates a possible layout that could enhance this area and make it more user friendly for campers and ball diamond users. The plan includes:

- Removing the vehicular access from 6th Street North to 4th Street North.
 - This would prevent vehicles from being within one to two feet away from baseball spectators. It would also prevent people taking shortcuts through this area from Northridge to Highway 25. It would make this area a whole lot safer for the intender users of the park.
- Dedicating a space for a parking lot.
 - The included design could facilitate 60 parking spots with the potential for more if more area was used.
- Turning the existing gravel road, east of the future parking area to a grassed area. This area could have trees planted to beautify the area.
- A truck and camper turnaround
 - What is identified on the map could facilitate a truck and trailer turnaround.
 - Installing this would be critical if access to 6th Street is prevented.
 - It would prevent trucks and campers coming within feet of spectators and baseball players, taking this area safer and more user friendly while beautifying the area.
- Plant trees as identified in the following map.

Harry Watson Memorial Park Ideas





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: 25 May, 2023
To: Mayor, Council
From: CAO

Re: Library Board Member Application

Background:

The Town has received an application from Estelle Anderson to be a member of the Picture Butte Library Board. Below is a table outlining the current appointments to the Picture Butte Library Board. The Library Board can have up to ten members appointed by Council. If this appointment is approved there will be seven board members serving on the Picture Butte Library Board.

NAME	MEMBERS	APPOINTMENT	AUTHORITY	TRAINING REQUIRED
Picture Butte Municipal Library Board	Deputy Mayor de Kok	No more than 2 Councillors. 2 additional consecutive terms, 3 year terms	Bylaw No. 818-09	No
	Amanda Anderson	2nd term expires 15 Oct, 2025		
	Karen Kok	1st term expires 15 Jun, 2024		
	Theo Slingerland	1st term expires March, 2025		
	Jill Droogers	1st term expires Aug, 2025		
	Charlene Dooper	1 st term expires Dec, 2025		
	Estelle Anderson	1st term expires May, 2026		

Recommendation:

1. To appoint Estelle Anderson to the Picture Butte Library Board for a three year term.

Submitted by: Keith Davis, CAO

Keith Davis

From: Estelle Anderson <eanderson522@hotmail.com>
Sent: Thursday, May 18, 2023 7:32 AM
To: Keith Davis
Subject: Letter Requirement Re: Library volunteer

To whom it may concern :

I am interested in joining the town Library Board to fill a vacancy .

Having worked for the library many years ago as a bookkeeper would be willing give of my time

Sincerely

Estelle Anderson

Get [Outlook for iOS](#)



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: 26 May, 2023
To: Mayor, Council
From: CAO

Miscellaneous Items

- Paving in front of M&E café and in front of the fire hall were completed.
- I had a meeting with Rocky Mt. Equipment, their engineers and Steve Harty regarding the North Industrial Area Structure Plan amendment. I communicated what Council communicated including road access, increased density and a green strip on the south side of the Highway. The feedback was well received and it seemed was expected.
- Town of Taber representatives went to a Picture Butte Chamber Commerce meeting and discussed the Rural Renewal immigration program that the Town has been approved for.

North County Recreation Complex study

A RFP was posted on the 23rd of May and closes on the 14th of June. This study will be assessing all of the information required for the Federal Government Grant called the Green and Inclusive Community Building grant. It will include an energy audit, physical condition assessment, functionality assessment and conceptual designs for any recommended upgrades with associated cost estimates.

Electric Car Charges

The contractor will be completing this work in the next two weeks hopefully.

Reciprocal Business Licence

We are just waiting on the mayor of Coalhurst to sign. All of the other municipalities have signed and include, Barons, Nobleford, Stirling, Magrath, Raymond and Picture Butte.

Wastewater Project

As part of Alberta Environments (AE) approval process residents had opportunities to provide feedback regarding the required upgrades. There were a number of residents along Hwy 843 that provided feedback. AE have required the Town to reply to the residents regarding their concerns. I am waiting on some technical information from WSP prior to responding to the residents. AE will then assess the Town's response before proceeding with the approval.

Sunset Park Phase 2

Has begun. The tin shed onsite has asbestos insulation in it. We are in the process of removing that and getting utilities disconnected so it can be demolished.

HOLIDAY STATUS

Days in lieu used 61 hrs out of 70 hrs

Accrued Holidays 30 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: May 19, 2023
To: Mayor, Council
From: Director of Emergency Services

RE: Emergency Services Report – April 2023

Year-to-Date Emergency Events (Jan-Apr)						
Fire		Medical		Motor Vehicle Collisions		Total
Town	County	Town	Other	Town	County	
3	22	143	282	1	9	460

Fire Services

Fire crews responded to 36 events in April including 1 structure fire, 3 wildland fires, 4 motor vehicle collisions, 3 tender assists, 2 outside fires, 1 vehicle fire, 1 alarms, 1 hazardous materials investigation, and 20 medical emergencies. Wildfire season officially begins March 1 every year and it has been evident locally with our crews dealing with several grassland wildfires recently as well as a significant wildfire situation ongoing in central and northern Alberta.

The Fire Station Expansion capital project been making good progress this past month. Work continues on the exterior finishes and the sub-trades have begun work on the interior. HVAC units and ducting has been installed, plumbing rough-ins are nearly complete, and electrical rough-ins have begun. The roofing installation and interior painting has been completed, and the deep utility trench has been properly compacted and re-paved.



Installation of the exterior crown moulding and facade



Interior HVAC equipment, 3 unit heaters, air makeup unit and 2 exhaust fans



Aerial view of roof installation, air makeup unit and exhaust fans

Emergency Medical Services

Our EMS crews responded to 111 medical events in April. 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. Two initiatives that have recently begun are the 45-minute turnaround target for ambulances and additional inter-facility transfer (IFT) units for the south zone. The 45-minute turnaround target is a new provincial standard that was implemented in hospital emergency departments across Alberta. This standard reflects the national benchmark and is the goal to have every ambulance off-load their patient and clear the emergency department in 45 minutes. This will ensure less ambulances are tied up at the hospital and hopefully reduce the Code Red impact on communities. The 45-minute target went into effect on April 13, 2023 in Lethbridge after previously being implemented in Calgary and Medicine Hat. The initiative involves additional supports from EMS supervisors in the emergency department to improve communications and work flow with the ER staff. So far this initiative has seen limited success as the emergency department at Chinook Regional Hospital is still operating beyond capacity.

The second initiative for the south zone is a pilot project of adding additional IFT units to assist in patient movement tasks throughout the zone. This work involves moving patients between health facilities including hospitals, acute care, labs, and long-term care facilities and has been traditionally done by frontline ambulances that are also tasked with responding to emergency events. The pilot project was open all contracted ambulance providers as AHS does not currently have the capacity to provide the additional units. Picture Butte was one of 3 providers provincially that was able to take part in the project which began April 17, 2023. This project will see Picture Butte Emergency Services utilize our backup ambulance and existing casual staff, when available, to complete IFT tasks around southern Alberta. The early feedback however is extremely positive and it appears to be a beneficial and worthwhile endeavour. The pilot project has been extended an additional month and evaluation is ongoing.



The IFT unit on a transfer to the Peter Lougheed Centre in Calgary

Bylaw Services

Officer Mosby performs regular daily patrols of Picture Butte to actively monitor for bylaw compliance. Bylaw Services will be pivoting from winter-time snow removal enforcement to spring and summer enforcement including weeds, unsightly properties, trailer parking, and campground patrols. Officer Mosby completed the annual business license renewal campaign in March with a much smaller number of follow-ups required from previous years. There are currently 4 of the 10 allocated Urban Hen Licenses issued in town.

2023 Bylaw Enforcement Files				
	February	March	April	Year-to-date Totals
Dog Control Bylaw	2	3	3	14 files
Traffic Bylaw	2	2	5	7 files
Noise Bylaw	-	-	-	-
Unsightly Premises Bylaw	11	6	4	21 files
Public Information	1	-		1 file
Business License Bylaw	-	8		8 files
Animal Regulation	-	1		1 file
Fire Protection Bylaw	-	-		-
Utility Bylaw	-	-		-
Land Use Bylaw	-	-	-	-
Urban Hen Bylaw	2	2	1	9 files
Total	18 files	22 files	13 files	61 files
Development Files	17 files	22 files	9 files	52 files

Emergency Management

A startup meeting for the regional emergency management project was held on May 3, 2023 at the Lethbridge County administration building. Regional partners discussed the use of the Alberta Community Partnership grant and directed the DEMs to draft a scope of work to be released in a Request for Proposals to have a consultant assist in the process.

In response to the wildfire situation, the South Zone All Hazards Incident Management Team (SZAHIMT) was deployed to Drayton Valley, Alberta to assist the community with the wildfire recovery and re-entry of the 7200 citizens that were evacuated. Picture Butte is a member community of this team and trains regularly with it. However, I was unavailable to assist in Drayton Valley due to the deployment in Yellowhead County.

The province of Alberta and many municipalities throughout central and northern Alberta are desperate for additional firefighting support in response to the significant wildfire situation. On May 7, 2023, Picture Butte Emergency Services received a deployment request to Yellowhead County. Engine 32 was deployed that day and began firefighting efforts the next morning on May 8. We have had a crew of 4 firefighters working continuously since that morning and are committed to serve on that deployment until at least May 29. More information to follow in next report.



Deep Creek Wildfire May 2023

Submitted by: Frank West, *Director of Emergency Services*

RECEIVED

MAY 17 2023

TOWN OF
PICTURE BUTTE



May 11, 2023

Dear Mayor Moore:

I am once again calling for nominations for my Community Builders Awards, and given your role as the Mayor of Picture Butte, I am writing to ask if you might be willing to help spread the word and/or nominate someone you know?

Residents of the Lethbridge constituency are invited to nominate anyone who goes above and beyond to make a positive difference in our community.

In the past, this has included community volunteers, farmers, foster parents, educators, artists, athletes, social workers, coaches, entrepreneurs, emergency responders, and many others who go the extra mile to invest in the lives of others and make our community great.

The awards will be presented in four categories: youth leader, community leader, not-for-profit leader, and business leader.

Recipients of the 2023 Community Builders Awards will be chosen by a panel of community members and will be honoured at a special ceremony in the fall.

If your life has been positively impacted by the investment of someone in our community, please nominate them today!

Should you be willing to help spread the word, a poster has been enclosed for display in your organization. For more information, please visit RachaelThomas.ca or contact Dallas at 403.320.0070. **The deadline to submit nominations is Friday, June 16th.**

Please feel free to share this invitation widely.

Sincerely,

A handwritten signature in black ink, consisting of the letters 'RT' followed by a long horizontal line.

Rachael Thomas
Member of Parliament for Lethbridge



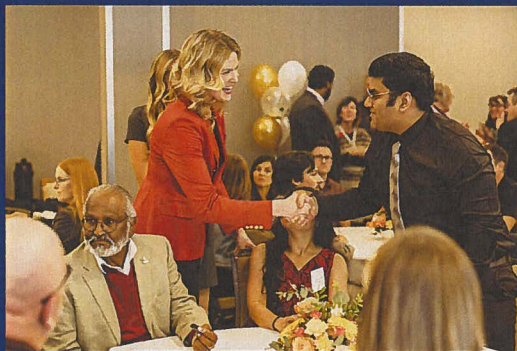
RACHAEL THOMAS
MEMBER OF PARLIAMENT

COMMUNITY BUILDER AWARDS

DO YOU KNOW SOMEONE WHO GOES ABOVE
AND BEYOND TO SERVE OUR COMMUNITY?

Join me in celebrating volunteerism in Lethbridge and
nominate a youth, adult, not-for-profit organization, or
business that positively impacts our community!

NOMINATE SOMEONE TODAY!



SCAN HERE

to nominate!



The deadline to submit nominations is 11:59pm MDT on Friday, June 16th.
Apply online: www.RachaelThomas.ca or pick up a nomination form from my office!



Nobleford Heritage Society

Box 67, Nobleford, Alberta T0L 1S0

nobleford.heritagesociety@gmail.com

May 24, 2023

Good Day,

The Nobleford Heritage Society is organizing the annual Heritage Day event to take place in Nobleford on August 12, 2023. This fun-filled day is kicked off by a pancake breakfast and also includes a candy parade, BBQ lunch, bouncy castles, food trucks, car show, bench fair, farmers market and many more activities. There are a number of ways to participate in the event this year!

Candy Parade- We are looking for companies, organizations, towns, families and individuals to participate in the Candy Parade. The lineup for the parade starts at 10:00am on Railway Ave. beside Richardson Pioneer. You are welcome to enter a float, vehicle, animals, music, etc and are encouraged to hand out candy to the spectators. Sign up is not required in advance.

Please email nobleford.heritagesociety@gmail.com if you have any questions.

Farmers Market- New this year! We are looking for a variety of vendors to participate in the market. Tables are \$25 each (max. 2 tables per vendor). We are looking for vendors in the following areas: fresh produce, baking, crafts, clothing and home-based businesses.

Please email nobleford.heritagesociety@gmail.com if you have any question or to secure your spot.

Financial Sponsor- We are looking for financial sponsors to help support this great community event. All sponsors will be recognized on posters, social media as well as throughout the Heritage Day festivities.

*Please contact **Joan Boeder at 403-331-4674** if you are interested in sponsoring or drop off your donation at the Town Office. Please make cheques payable to 'The Nobleford Heritage Society'.*

We are looking forward to another successful Heritage Day Event and your participation will ensure this community event is a success! We look forward to seeing you on August 12th, 2023.

Sincerely,

The Nobleford Heritage Day Society

Email: nobleford.heritagesociety@gmail.com

Find us on Facebook!



EXECUTIVE COMMITTEE MEETING MINUTES
April 13, 2023; 6:00 pm
ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

The Executive Committee Meeting of the Oldman River Regional Services Commission was held on Thursday, April 13, 2023, at 6:00 pm, in the ORRSC Administration Building, as well as virtually via Zoom.

Attendance

Executive Committee:

Gordon Wolstenholme, Chair
Don Anderberg, Vice Chair, Virtual
David Cody
Christopher Northcott, Virtual
Jesse Potrie
Brad Schlossberger, Virtual
Neil Sieben

Staff:

Lenze Kuiper, Chief Administrative Officer
Raeanne Keer, Executive Assistant

Guest:

Derek Taylor, KMPG LLP

Chairman Wolstenholme called the meeting to order at 6:05 pm.

1. Approval of Agenda

Moved by: Neil Sieben

THAT the Executive Committee adopts the April 13, 2023 Executive Committee Meeting Agenda, as presented.

CARRIED

2. Approval of Minutes

Moved by: David Cody

THAT the Executive Committee approves the January 12, 2023 Executive Committee Meeting Minutes, as presented.

CARRIED

3. Business Arising from the Minutes

There was no business arising from the minutes.

4. Delegation Presentation

a. KMPG LLP – Auditor’s Report and Financial Statements 2022

D. Taylor, of KMPG LLP, presented the Financial Statements and Independent Auditor’s Report for the Year ended December 31, 2022 to the Committee.

The Committee discussed the report and presentation.

Moved by: Don Anderberg

THAT the Executive Committee accepts the Auditor’s Report and Financial Statements for the year ended December 31, 2022 prepared by KMPG LLP, as presented.

CARRIED

5. Official Business

a. 2022/23 Alberta Community Partnership Grant

L. Kuiper presented the 2022/23 Alberta Community Partnership Grant to the Committee, and stated that ORRSC was successful in its application to the Municipal Internship Program to receive grant funding for a 18-months for an Intern Planner.

b. Staff Update

L. Kuiper stated that there have been a few changes to the staff. He stated that Kattie Schlamp and Maxwell Kelly’s titles have changed from “Planning Assistant” to “Planner”, and Tristan Scholten would be joining the organization in mid-May to fulfill the role of Intern Planner for the next 18-months .

L. Kuiper noted that CAD/GIS Technologist Kaylee Sailer would be returning from maternity leave in May, and that CAD/GIS Technologist Yueu Majok would be leaving the organization at the end of April.

c. Subdivision Activity

L. Kuiper presented the Subdivision Activity statistics as of March 31, 2023 for information.

6. Accounts

a. Office Accounts

L. Kuiper presented the Monthly Office Accounts for December 2022, January 2023, and February 2023 and the Payments and Credits for November 2022, December 2022, and January 2023 to the Committee.

6. **Accounts – Cont'd**
a. **Office Accounts – Cont'd**

Moved by: Christopher Northcott

THAT the Executive Committee approves the Monthly Office Account for December 2022, January 2023, and February 2023 and the Payments and Credits for November 2022, December 2022, and January 2023.

CARRIED

b. **Details of Account**

L. Kuiper presented the Details of Account as of December 31, 2022 through February 28, 2023 to the Committee.

Moved by: Jesse Potrie

THAT the Executive Committee approves the and Details of Account as of December 31, 2022 through February 28, 2023

CARRIED

7. **New Business**

There was no new business for discussion.

8. **CAO's Report**


L. Kuiper presented his CAO Report to the Committee.

9. **Round Table Discussions**

Committee members reported on various projects and activities in their respective municipalities.

10. **Adjournment**

Following all discussions, Chair Gordon Wolstenholme adjourned the meeting, the time being 7:28 pm.



CHAIR



CHIEF ADMINISTRATIVE OFFICER



10 May 2023

Dear Alberta Municipalities:

Re: Alberta Provincial Election

It is time for all parties running in this upcoming election to band together, get a hold of elections Alberta and postpone this Provincial Election.

This election is nothing but a distraction at this point. When we, Albertans, need every government official to roll up their sleeves and fight for this province before we don't have a province to come back to.

At this time, we ask that you postpone this election and form a non-partisan collaborative government for the betterment of all Albertans.

The forecast is for high temperatures again in the near future, and we need to be ready.

I'm calling on all Albertans, all mayors and reeves across Alberta to contact your MLAs to help me get this message out.

Regards,

Wade Williams
Mayor Yellowhead County

Cc: Premier of Alberta
RMA
AB Munis

RECEIVED

MAY 18 2023

TOWN OF
PICTURE BUTTE



PO Box 1130
Picture Butte, AB
TOK 1V0
403-732-4141

May 17, 2023

Town of Picture Butte Council
Box 670
Picture Butte, AB
TOK 1V0

Dear Council Members:

Re: Town of Picture Butte Municipal Library Board

Please be advised that Mary Coyne has resigned from the Picture Butte Library Board. We request that Amanda Anderson be approved for the position of Chairperson.

Yours truly,



Cheryl Garratt
Town of Picture Butte Library Manager