



AGENDA

REGULAR MEETING OF PICTURE BUTTE TOWN COUNCIL COUNCIL CHAMBERS

Monday, 12th May, 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 – 28th April, 2025

4.0 PUBLIC HEARING

5.0 DELEGATION

5.1 Stars Foundation – Jackie Seely

6.0 REQUESTS FOR DECISION

6.1 1st Quarter 2025 Variance Report

6.2 Chairs purchase

6.3

7.0 MAYOR'S REPORT

8.0 COUNCIL'S REPORT

9.0 ADMINISTRATION'S REPORT

9.1 CAO Report

10.0 CORRESPONDENCE

10.1 Alberta Municipalities – Alberta Day

10.2 Alberta Municipalities – Summer Leaders Caucus

10.3 Alberta Environment and Protected Areas – Water Consultations

10.4 Lethbridge Northern Irrigation District – Walk on the Wildside requests

10.5 Alberta Recreation & Parks Association – 2025 Award Nominations

11.0 INFORMATIONAL ITEMS

- 11.1 Centennial Celebration Committee Meeting Minutes – 17th April, 2025
- 11.2

12.0 CLOSED SESSION

13.0 ADJOURNMENT

MINUTES
OF THE
PICTURE BUTTE TOWN COUNCIL MEETING
HELD IN
COUNCIL CHAMBERS
Monday, April 28th, 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

153 2504 28 MOVED by Councillor de Kok that the agenda be approved as amended.
ADD 12.2 – Meter Reading replacement project
ADD 12.3 – Oak Pointe Development
ADD 12.4 – Walk-In Clinic

CARRIED

3.0 ADOPTION OF THE MINUTES

3.1 Regular Council Meeting – March 24th, 2025

154 2504 28 MOVED by Councillor Feist that the Regular Council Meeting minutes of
April 14th, 2025 be approved as presented.

CARRIED

4.0 PUBLIC HEARING – None for this meeting.

5.0 DELEGATION

5.1 Leslie Martin – president of Bee Hive Child Care Center

Leslie Martin and Nancy Stroeve presented information regarding Bee Hive Child Care Center. Nancy has been working at the Center since 2007 and they have created a work environment that has minimal turnover which is not typical within the industry. The board is a mix of parents, community members and educators which helps them to have a whole perspective about the community and children while making decisions. Leslie and Nancy spoke to the current struggles they are facing with the space that they are occupying and the community needs for additional child care. Their current space is too small to offer additional spaces, there are 16 stairs that they must climb to get in and out of the centre which is not all inclusive. Their outdoor space is very minimal, it was generously donated by the Elks. Without this space they would have to close their centre as outdoor space is a licensing requirement. Leslie explained that their current building is in need of repairs that they are not feasibly able to complete. In preparation for a bigger space, they have set aside funds to help with expansion and they are willing to do as much fundraising as possible to help raise additional funds. They are confident they will receive support as they have already experienced generosity from individuals and businesses in the community. They are working with Daycare in a Box which can provide them with a facility that has 104 child care spaces which is significantly more than their current capability of 38 spaces. This would allow them to accept those on their waiting list. As part of the requirements for Daycare in a Box, they must receive a land donation from the Municipality. The building and fencing would be completed by Day Care in a Box, Bee Hive Child Care Center would be responsible for all of the materials within the building and the Town would be responsible for utility right of ways and snow removal. There would

be no rent on the building for 10 years as part of the program. Leslie and Nancy explained that they are limited with access to grants within their current situation but if they are able get access to land donated by the Town they would have access to additional grant funding. Mayor Moore asked if they have already approached any businesses in Town about fundraising efforts. Leslie explained that they had not yet started as they want to ensure they have the land before they begin fundraising. Councillor Feist shared that the tour of the centre they completed was eye opening and that she believes that expanding their centre to include after school care would be beneficial for the community. Deputy Mayor Papworth was also shocked by the tour they completed and the state of the building they are in, she asked if the Daycare in a Box program is funded? Leslie explained that it is a federally funded program that started in Manitoba where they had a lot of success. She also recommended reaching out to the High School to see if there is an opportunity to use part of the land that the High School is on. Keith asked if they knew how much space they needed? Leslie and Nancy were not sure on the exact amount of space needed as they have been discussing size based on the number of child care spaces. Nancy explained that she is recommending getting more space than is required by licensing to ensure that the children have enough room. Leslie is going to get back to Council with a more distinct space requirement. Mayor Moore thanked Leslie and Nancy for their well-done presentation and let them know this would be discussed and Council would get back to them.

Leslie Martin, Nancy Stroeve and all other representatives from Bee Hive Child Care Center left Council Chambers.

6.0 REQUESTS FOR DECISION

6.1 Regional Emergency Management Bylaw No. 960-25

- 155 2504 28

MOVED by Councillor de Kok first reading of Bylaw No. 960-25 Regional Emergency Management Bylaw.

CARRIED
- 156 2504 28

MOVED by Deputy Mayor Papworth second reading of Bylaw No. 960-25 Regional Emergency Management Bylaw.

CARRIED
- 157 2504 28

MOVED by Councillor Feist permission to move to third reading of Bylaw No. 960-25 Regional Emergency Management Bylaw.

CARRIED UNANIMOUSLY
- 158 2504 28

MOVED by Councillor Neels third and final reading of Bylaw No. 960-25 Regional Emergency Management Bylaw.

CARRIED

6.2 Traffic Bylaw No. 961-25

- 159 2504 28

MOVED by Councillor Neels second reading of Bylaw No. 961-25 Traffic Bylaw.

CARRIED
- 160 2504 28

MOVED by Councillor Feist third and final reading of Bylaw No. 961-25 Traffic Bylaw.

CARRIED

6.3 Picture Butte High School – Community Academic Sponsor Request

- 161 2504 28

MOVED by Deputy Mayor Papworth to continue with the regular contribution of two \$100.00 awards for the Academic Awards at Picture Butte High School for 2025.

CARRIED

7.0 MAYOR'S REPORT

7.1 Mayor's Report

April 16	Attended a Lethbridge Regional Waste meeting
April 22	Attended a Committee of the Whole meeting
April 24	Attended an Alberta Municipalities webinar

162 2504 28 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:

April 15	Attended a Zoom Picture Butte Library meeting
April 16	Attended a Lethbridge Regional Waste meeting
April 16	Attended an Economic Development Committee meeting
April 22	Attended the Committee of the Whole meeting

Councillor Feist advised Council of her recent activities:

April 17	Attended a Centennial Celebration Committee meeting
April 22	Attended a Community Futures meeting
April 22	Attended the Committee of the Whole meeting

Councillor de Kok advised Council of his recent activities:

April 22	Attended a Committee of the Whole meeting
April 25	Attended a Southern Alberta Energy from Waste Association Facility Zoom meeting

Deputy Mayor Papworth advised Council of her recent activities:

Deputy Mayor P. Apworth advised Council of her recent activities:

April 22	Attended a Committee of the Whole meeting
April 23	Attended a Green Acres Finance Executive meeting

163 2504 28 MOVED by Deputy Mayor Papworth that the Council Reports be accepted
as presented.

CARRIED

9.0 ADMINISTRATION'S REPORT

10.1 CAO Report

164 2504 28 MOVED by Deputy Mayor Papworth to receive and file the CAO Report as presented.

CARRIED

10.2 Director of Emergency Services Report

165 2504 28 MOVED by Councillor de Kok to receive and file the Director of Emergency Services Report as presented.

CARRIED

10.0 CORRESPONDENCE

10.1 Picture Butte Library – Annual Report 2024

166 2504 28 MOVED by Councillor Neels to receive and file Picture Butte Library – Annual Report.

CARRIED

10.2 Resident Letter – Pete Coyne – Jamboree Days Parade

167 2504 28

MOVED by Councillor de Kok to direct Administration to write a response letter to Pete Coyne that Council will emphasize the importance of safety for parade participants.

CARRIED

10.3 Town of Taber – Rural Renewal Program – Final Statistics

168 2504 28 MOVED by Councillor Feist to receive and file Town of Taber – Rural
Renewal Program – Final Statistics.
CARRIED

11.0 INFORMATIONAL ITEMS

169 2504 28 MOVED by Councillor Feist to receive and file all informational items.
CARRIED

12.0 CLOSED SESSION

170 2504 28 MOVED by Councillor Neels to close the meeting to the public in
accordance with Division 2 Section 16, Section 21 and Section 22 of the
Freedom of Information and Protection of Privacy Act to discuss Centennial
Celebration Projects, Meter Reading Replacement Project, Oak Pointe
Development and Walk-In Clinic at 7:35 p.m.
CARRIED

171 2504 28 MOVED by Councillor Neels to open the meeting to the public at 9:10 p.m.
CARRIED

172 2504 28 MOVED by Councillor de Kok that the Town will support the following
projects from the Centennial Committee; Book Publication, Fireworks, LED
Sign, Monument as approved by Council and a Legacy Project. Council
supports an enhanced celebration for Jamboree Days in 2026.
CARRIED

173 2504 28 MOVED by Deputy Mayor Papworth to attribute \$50,000 additional fund out of water
reserves for the Meter Installation Project.
CARRIED

13.0 ADJOURNMENT

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

174 2504 14 MOVED by Councillor de Kok the Regular Council Meeting adjourn at 9:12
p.m.
CARRIED

Cathy Moore
Mayor

Keith Davis
Chief Administrative Officer

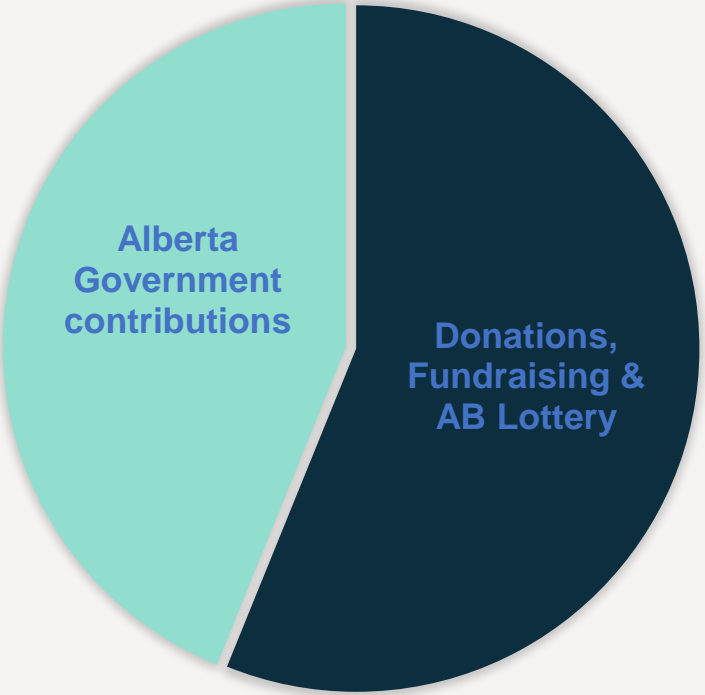
A paramedic wearing a white helmet with an MSA logo, a white face mask, and blue gloves is attending to a patient in the back of an ambulance. The patient is lying down, and medical equipment, including a monitor displaying vital signs, is visible. A large red diagonal stripe runs across the image from the top left to the bottom right.

CRITICAL CARE, ANYWHERE

The best hope, in a worst-case scenario.

 **STARS[®]**

STARS ALBERTA, FY24-25



Direct Operating Costs
\$34.2 million
(\$11.4M per base)

Government Contribution
\$15 million



Donations, Fundraising & Lotteries are needed to cover **56%**
of direct operational costs in Alberta

STARS Alberta Lottery net funds pay for one base in Alberta

ESSENTIAL SERVICES FOR ALL, RURAL

Newly added! 10 rural municipalities

Newly added! 16 urban municipalities

- 95% Alberta municipalities in partnership
- Includes Peace River Regional District (B.C.)
- 75% Regional Leaders

Partnership ensures a robust health & safety network

(9) PROVINCIAL LEADERS

- Fixed Rate
- Standing Motion
- Emergency Protective Service budget

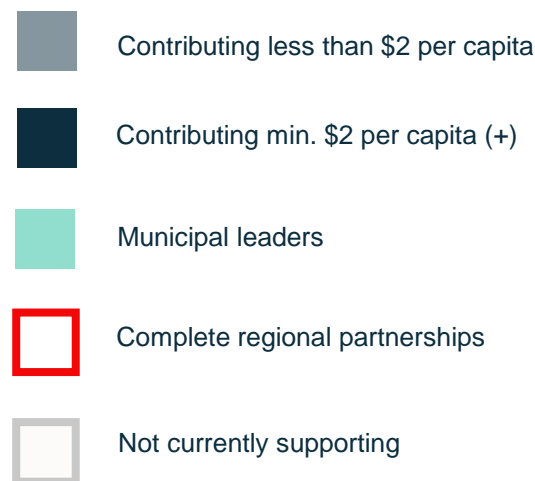
2024 Welcome Birch Hills County

REGIONAL LEADERS

Building partnerships within.
Based on minimum \$2 per capita

PEACE RIVER REGIONAL DISTRICT, BC

Hudson's Hope, BC
City of Fort St. John, BC
Taylor, BC
City of Dawson Creek, BC
Pouce Coupe, BC
Chetwynd, BC
Tumbler Ridge, BC



LETHBRIDGE COUNTY STARS 15-YEAR MISSION REPORT	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	TOTAL
NEAR BARONS						1				1						2
NEAR COALDALE												1		1		2
NEAR COALHURST														1	1	2
LETHBRIDGE HOSPITAL IFTs	40	49	62	40	70	72	77	59	59	59	68	67	75	79	83	959
NEAR LETHBRIDGE		2	2	1	1	1			1		2	3	2		3	18
NEAR NOBLEFORD			1										1			2
NEAR PICTURE BUTTE						1						2	3			6
TOTAL	40	51	65	41	71	75	77	59	60	60	70	73	81	81	87	991

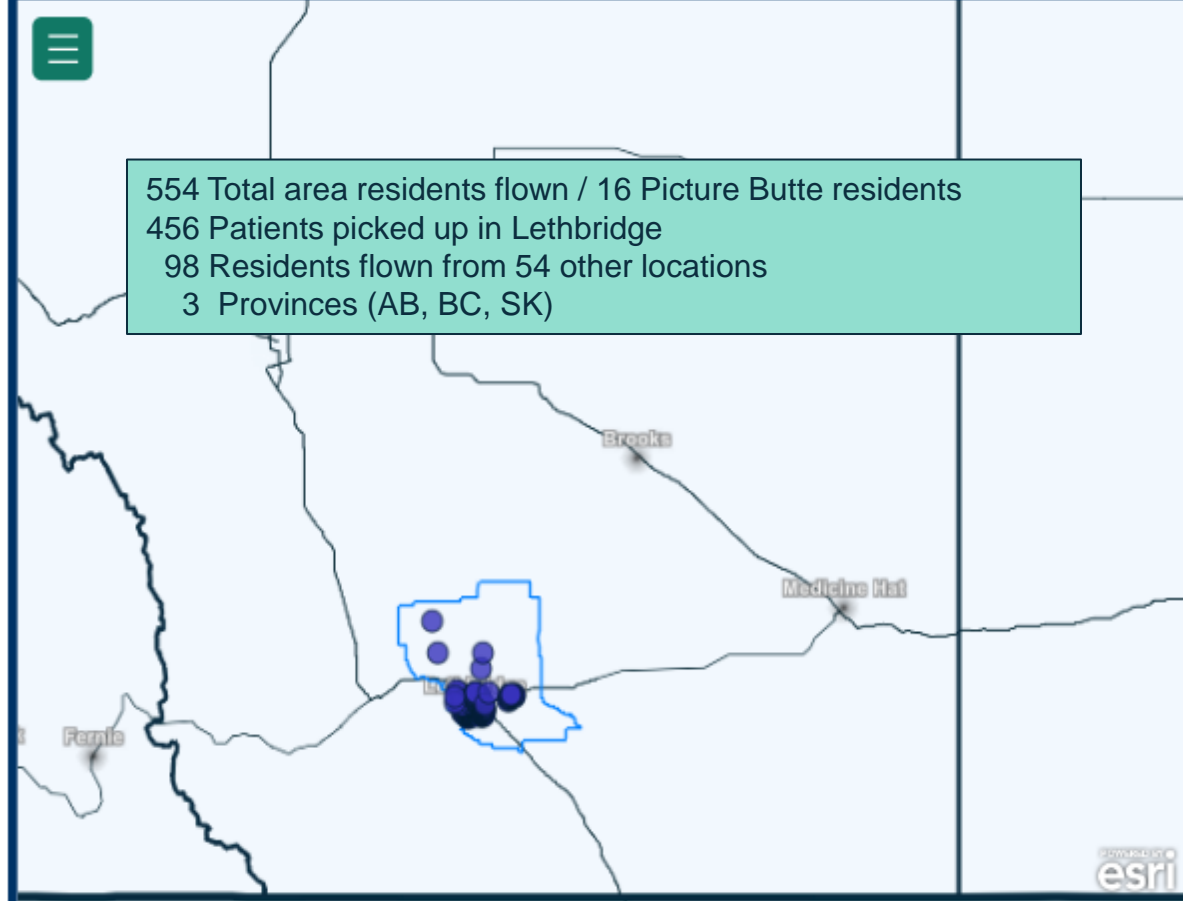
* Scene calls and search & rescue (SAR) coded to nearest community - Actual mission location used to identify each occurrence within Lethbridge County boundaries



Within Lethbridge County Boundaries - Patients Flown by STARS (2010-Present)

Lethbridge County Residents Flown by STARS

554 Total area residents flown / 16 Picture Butte residents
 456 Patients picked up in Lethbridge
 98 Residents flown from 54 other locations
 3 Provinces (AB, BC, SK)



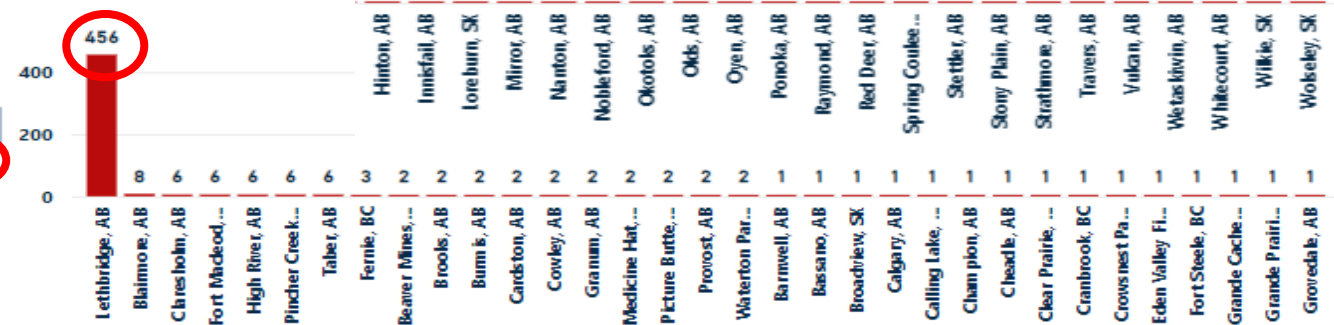
Resident Community	5 Yrs Ago	4 Yrs Ago	3 Yrs Ago	2 Yrs Ago	Last Year	5 Year Total	Total Since 2010
Lethbridge	36	45	36	36	36	189	456
Coaldale	5	4	6	4	6	25	57
Picture Butte	0	4	2	3	0	9	16
Coalhurst	4	0	2	1	1	8	13
Nobleford	0	0	2	0	1	3	11
Barons	0	0	0	0	0	0	1
Total	45	53	48	44	44	234	554

Locations where Lethbridge County Residents Travelled and Needed STARS

Accidents and illness happen . . . anywhere.



Count by Pickup Location



STARS IS BORDERLESS

6 BASES ACROSS WESTERN CANADA

- Average 11 MISSIONS PER DAY
- MORE THAN 60,000 (+) MISSIONS FLOWN
- ALL CREW AND ASSETS CROSS BORDERS

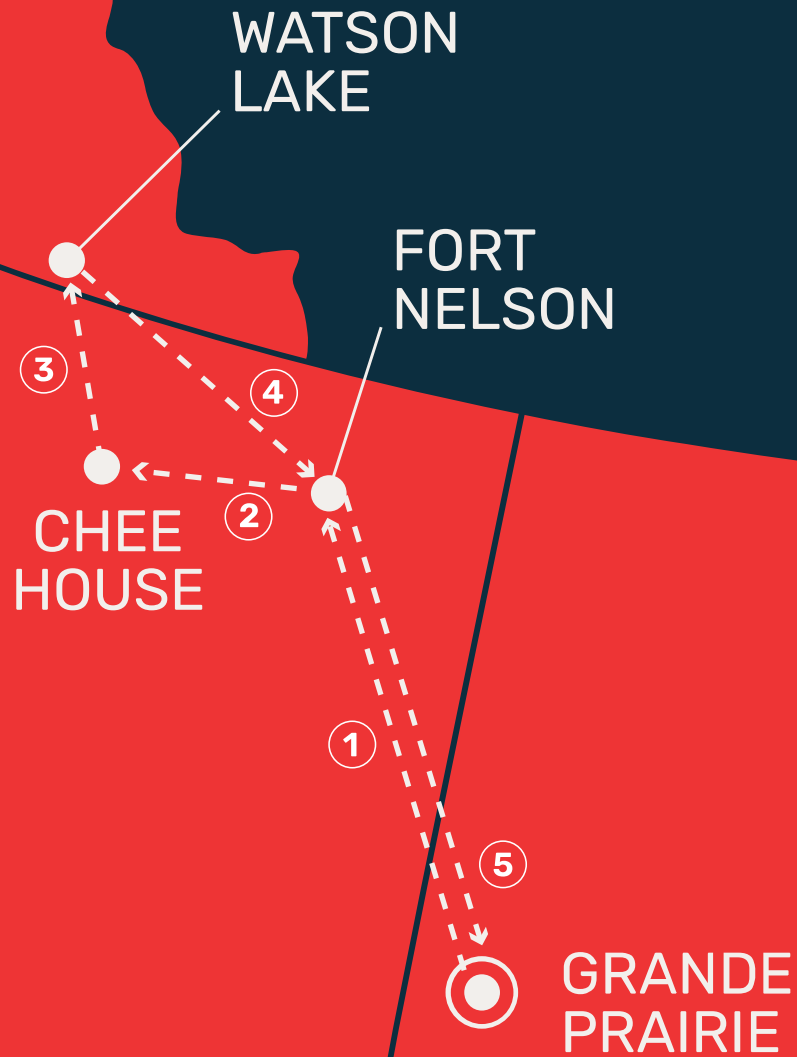
Mission Count	STARS Base	Mission Type	Description	Disposition
1	Calgary	IFT	Medical	PT TRANSPORTED - STARS
2	Calgary	Scene	Near Drowning / Trauma	PT TRANSPORTED - STARS
3	Calgary	IFT	NICU	PT TRANSPORTED BY GROUND WITH SPECIALTY TEAM
4	Calgary	IFT	COPD / Respiratory	PT TRANSPORTED - STARS
5	Edmonton	Scene	Cardiac	PT TRANSPORTED - STARS
6	Edmonton	Scene	Rollover	NM MISSION CANCELLED - NO TRANSPORT
7	Edmonton	Scene	Workshop Explosion	MISSION CANCELLED - ALTERNATE TRANSPORT
8	Edmonton	Scene	GSW	PT TRANSPORTED - STARS
9	Grande Prairie	Scene	Stroke	PT TRANSPORTED - STARS
10	Grande Prairie	IFT	MVC	PT TRANSPORTED BY GROUND WITH STARS AMC
11	Grande Prairie	IFT	Motorcycle vs Deer	PT TRANSPORTED - STARS
12	Regina	IFT	Decreased LOC	PT TRANSPORTED - STARS
13	Regina	IFT	Pneumonia	PT TRANSPORTED - STARS
14	Saskatoon	Scene	Motocross Accident	PT TRANSPORTED - STARS
15	Saskatoon	IFT	Sepsis	PT TRANSPORTED - STARS
16	Winnipeg	Scene	MVC Polytrauma	PT TRANSPORTED - STARS
17	Winnipeg	IFT	Perforated Bowel	PT TRANSPORTED - STARS
18	Winnipeg	Scene	Seizures	PT TRANSPORTED - STARS



NEW MEDICATION HEMORRHAGE CONTROL

STARS has bolstered its medical toolkit with an innovative new blood product to help form blood clots and assist with hemorrhage control.

- Increase to 4 units of blood onboard
- Utilized in severe trauma cases
- Patients requiring more than two units of blood
- Fibrinogen promotes blood clots to form



OUR LONGEST MISSION

While hunting in the rugged mountains of northern B.C., Doug MacTavish suffered a major heart attack. Providing critical care to this patient in need resulted in our longest mission to date.

2,408 LITRES OF FUEL

1,763 KILOMETRES

8.2 HOURS OF FLIGHT

5.3 HOURS WITH PATIENT

1 LIFE SAVED

TOWN OF PICTURE BUTTE

THANK YOU FOR
YOUR SUPPORT

BENEFITS

- STARS provides physical response and virtual care consultation
- Together, we enhance rural healthcare
- Your residents can access STARS 24/7 across Western Canada
- 40 Years serving Albertans - No bill to the patient.

A LIFE IS SAVED EVERY DAY. YOUR PARTNERSHIP MAKES IT POSSIBLE.





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: 12 May, 2025

To: Mayor, Council

From: Director of Corporate Services

Re: 2025 1st 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 1st 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 1st 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 - March 2025

Threshold ==>

3 /12

25.00%

OPERATING REVENUES				OPERATING EXPENDITURES			
ANNUAL BUDGET	Y.T.D. AMOUNT	%	REASON FOR VARIANCE	ANNUAL BUDGET	Y.T.D. AMOUNT	%	REASON FOR VARIANCE
3,178,225.00	66,118.97	2.08%	Tax revenue in May this year	923,925.00	303,530.83	32.85%	Green Acres requisition paid 1st quarter
7,500.00	-	0.00%		99,150.00	16,170.93	16.31%	
61,140.00	13,514.91	22.10%	Yearend transfers done Dec	571,880.00	116,810.22	20.43%	
			Fire services down for this				
293,000.00	52,257.43	17.84%	quarter	471,725.00	98,589.40	20.90%	
-	-	0.00%		51,710.00	14,938.72	28.89%	Emergency Mgmt Grant Expenses
792,395.00	146,081.56	18.44%	Ambulance services down for	791,505.00	155,347.44	19.63%	
			this quarter.				
1,700.00	20.00	1.18%		87,525.00	7,971.02	9.11%	
11,250.00	-	0.00%		344,545.00	67,646.71	19.63%	
4,000.00	102.98	0.00%		388,075.00	50,155.91	12.92%	
740,325.00	162,244.14	21.92%	Revenue lower than budget	729,190.00	73,627.48	10.10%	
337,810.00	404,410.20	119.72%		340,345.00	81,230.66	23.87%	
246,105.00	61,215.98	24.87%		252,150.00	58,638.66	23.26%	
-	-	0.00%		65,750.00	22,630.49	34.42%	Requisition paid 1st quarter
56,600.00	5,300.00	9.36%	MDP transfer done in Dec 2025	125,580.00	37,225.87	29.64%	Road closure costs
			Deposits on sales remaining				
100,000.00	6,984.00	6.98%	funds will be in the next quarter	148,470.00	8,368.68	5.64%	
444,315.00	92,928.99	20.92%	Yearend transfers done Dec	1,027,300.00	192,667.89	18.75%	
59,560.00	11,473.60	19.26%	Yearend transfers done Dec	172,100.00	49,481.38	28.75%	Finish the renos done in the library
257,000.00	53,690.12	20.89%	Revenue lower than budget	-	-	0.00%	
6,590,925.00	1,076,342.88	16.33%		6,590,925.00	1,355,032.29	20.56%	

TOWN OF PICTURE BUTTE
CAPITAL PROJECTS
January - March 2025

	ANNUAL BUDGET	Y.T.D. AMOUNT	%	REASON FOR VARIANCE
Replace 2009 Dodge Ram 1500	60,000	59,984.12	99.97%	
Line Painter	15,000		0.00%	
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		26,348.41	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		0.00%	
Sidewalk Replacement	50,000		0.00%	
Replace Case DX34 Mower	70,000	60,396.09	86.28%	
CPR Trail	200,000	16,677.51	8.34%	
Wildland 31 Pump Replacement	40,000		0.00%	
Frontline Ambulance - Deposit	80,000	81,304.26	101.63%	

Total	1,282,500	244,710.39	19.08%
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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: 8th May, 2025
To: Mayor, Council
From: CAO

Re: Purchasing Additional Chairs

Background:

When we developed the downstairs conference room we took chairs from the community centre and put them downstairs. This has never been a concern until we had a recent booking at the community centre that required more chairs than we had at the community centre.

Our seated capacity for the main hall is 277 and 219 with seats and tables. Currently, we have 170 chairs at the community centre with another 50 chairs located in the downstairs conference room for a total of 220 chairs.

We are proposing that we purchase 50 chairs this year that can be used for the meeting room downstairs. The existing chairs downstairs will be relocated back to the community centre. This will give us the seating capacity for chairs and tables. If a booking requires more chairs we will need to communicate that we can only accommodate the 220 chairs.

Financial Implications

The purchase of an additional 50 chairs was not budgeted for. We are proposing on using reserves to purchase these chairs and are requesting an additional \$2,500 to do this.

Recommendations

1. To approve \$2,500 for the purchase of 50 chairs to be used in the downstairs conference meeting room.

Attachments:

1. Example of the chair to be purchased

Submitted by: Keith Davis, CAO

Deluxe Fabric Padded Folding Chair - Black



More Images

Attractive option for banquet halls and corporate seminars.

- Double riveted, double-hinged U-braced legs for maximum support.
- Comfortable 1 1/4" foam padded seat with 3/4" backrest.
- Non-marring leg caps protect floors from scratching.
- Dollies - Speed setup and takedown of banquets, meetings and seminars.

SPECIFY COLOR:

SOLD IN CARTON QUANTITIES

MODEL NO.	DESCRIPTION	SEAT DIMENSIONS W x D	CAPACITY (LBS.)	SEAT HEIGHT	QTY./ CTN.	WT. (LBS.)	PRICE PER CHAIR		COLOR	IN STOCK SHIPS TODAY
							4	40+		
H-3139BL	Fabric Padded	16 x 16"	300	18"	4	11	\$50	\$47	<input checked="" type="checkbox"/> Black	4 <input type="button" value="ADD"/>

Additional Info

Metric

Parts/Accessories

Shopping Lists

Request a Catalog

RELATED ITEMS

SAME DAY SHIPPING

HUGE SELECTION IN STOCK

SHIPS FROM 14 LOCATIONS



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: 9th May, 2025
To: Mayor, Council
From: CAO

Traffic Bylaw Implementation

Administration is planning on implementing these changes by the 1st of June. Communications have gone out via the utility bills, electronic signs and social media. We are on schedule for these changes to take place on the 1st of June.

Wastewater Project

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.

Fire Services Agreement

We have a meeting scheduled for the 21st of May to continue these discussions.

Water Meter Installation Project

Approval was given to Neptune to begin installing meters in Town. I have not received a schedule for this yet.

Miscellaneous Items since last Council meeting

- 250 Crescent Avenue has been listed with Leeon Hage. The family has been given the deadline of the 21st of May to remove the vehicles that are on property. If they are not removed they will be towed and stored until claimed.
- I met with representatives from the Beehive Child Care Center to answer questions of available land in Town.
- I have been responding to development inquiries, issuing compliance letters and development permits.
- The campground is now open.
- Street Sweeping occurred last week.
- The garbage truck has been fixed. City of Lethbridge were really helpful and really good to work with. They were able to provide residential garbage pick up within a days notice.
- I am expecting to sign off on the Development Agreement at time of writing and by Monday this agreement will be finalised between Oak Pointe Development and the Town.
- Our new water and wastewater operator, summer staff and some lifeguards began work in the week beginning the 5th of May. They were all orientated and are going through on site orientations and safe work procedures while as they begin working for the Town.

HOLIDAY STATUS

Days in lieu used 49 hrs out of 70 hrs

Accrued Holidays 46 days

Submitted by: Keith Davis, CAO

Keith Davis

From: Executive Assistant on Behalf of Dana Mackie <ea_dmackie@abmunis.ca>
Sent: Tuesday, May 06, 2025 10:10 AM
To: Keith Davis
Subject: Alberta Day 2025 - apply for event funding by May 23, 2025
Attachments: EOI Guidelines 2025.docx; EOI 2025 Form.pdf; Festival In A Box.pdf

Good Morning,

The Government of Alberta recently established September 1 as [Alberta Day](#) in perpetuity. Alberta Day is a chance to celebrate who we are as Albertans and what we can achieve together.

To create a province-wide celebration of our heritage and cultural identity, Alberta's Government is providing funding through Alberta Municipalities to eligible Alberta municipalities to host local Alberta Day events on any day of their choice between **Friday, August 29 to Monday, September 1, 2025.**

Funding will be distributed across three categories based on a per capita model as follows:

- Municipalities with populations greater than 20,000 will be eligible for up to \$10,000;
 - Municipalities with populations between 1,000 and 20,000 will be eligible for up to \$5,000; and
 - Municipalities with populations less than 1,000 will be eligible for \$1,500.

Municipalities are encouraged to submit a completed Expressions of Interest Application to AlbertaDay@gov.ab.ca, with details about the activities they are planning, by **May 23, 2025.**

Municipalities must enter their Alberta Day events on the Culture Calendar located [here](#) by August 12, 2025.

Should you be interested in this opportunity, the Expression of Interest Application Form and Guidelines, as well as "Festival in a Box" guiding document are attached.

We look forward to your participation as Alberta Day will be another chance for communities across Alberta to celebrate everything that makes this province special.

For more information, please visit [Alberta.ca/AlbertaDay](https://alberta.ca/AlbertaDay) or contact AlbertaDay@gov.ab.ca.

Dana Mackie MBA | Chief Executive Officer

D: 780.431.4535 | C: 780.271.7251 | E: DanaM@abmunis.ca
300-8616 51 Ave Edmonton, AB T6E 6E6

Toll-Free: 310-MUNI | 877-421-6644 | www.abmunis.ca



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We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples. We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 4, 6, 7, 8 and 10 and Six Regions of the Métis Nation of Alberta.

Keith Davis

From: Tyler Gandam <president@abmunis.ca>
Sent: Monday, May 05, 2025 9:17 AM
To: Keith Davis
Subject: Registration now open for Summer MLC
Attachments: Draft agenda for Summer 2025 MLC.pdf

Good morning,

Registration is open for the 2025 Alberta Municipalities Summer Municipal Leaders' Caucuses, taking place between June 11 and June 26. This year, Alberta Municipalities is visiting the following four communities:

June 11 - Picture Butte (Picture Butte Community Hall)
June 12 - Drumheller (Canalta Jurassic Hotel)
June 25 - Peace River (Peace Valley Inn)
June 26 - Devon (Devon Community Hall)

The registration link and further details are located on our [events page](#).

Each Caucus will consist of a one-day program, and the agenda will be the same at all locations. The agenda will run from 10:00 a.m. to 3:00 p.m. each day and is attached here for your review. Registration is \$115 for the day and includes a light breakfast, refreshments and lunch.

If you have any other questions, please email events@abmunis.ca. We look forward to seeing you there.

Sincerely,

Tyler Gandam | President

E: president@abmunis.ca
300-8616 51 Ave Edmonton, AB T6E 6E6
Toll Free: 310-MUNI | 877-421-6644 | www.abmunis.ca



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Draft Agenda for Summer 2025 Municipal Leaders' Caucus

subject to change

Wednesday, June 11	Town of Picture Butte
Thursday, June 12	Town of Drumheller
Wednesday, June 25	Town of Peace River
Thursday, June 26	Town of Devon

10:00 a.m.	Opening Remarks
10:05 a.m.	Welcome from the Mayor of the Host Municipality
10:10 a.m.	Welcome from MLA of the Host Constituency
10:15 a.m.	Icebreaker Activity
10:45 a.m.	Municipal Election Resources
11:00 a.m.	Municipal Financial Research Project
12:00 p.m.	Lunch
1:00 p.m.	Police Governance and Funding
1:45 p.m.	President's Report
2:00 p.m.	Changes to the Municipal Government and Local Authorities Election Acts
2:55 p.m.	Closing Remarks

Keith Davis

From: EPA Water <EPA.Water@gov.ab.ca>
Sent: Friday, May 02, 2025 4:54 PM
To: EPA Water
Cc: Kate Rich; Gary Sandberg
Subject: Register Now: Water Availability Engagement - Phase 2
Attachments: Water Availability Engagement Phase 2 Letter.pdf

Sent to: all municipal CAOs contacts in the Municipal Officials Directory

In addition to our earlier correspondence, we would like to invite you and members of your organization to join us at an in-person engagement session regarding proposed amendments to the *Water Act* to increase water availability. The invitation is to water using sectors to enable a cross-sectoral discussion.

The sessions will include sharing information on the proposed changes, an opportunity to ask questions, and an opportunity to provide your feedback and input. In preparation, we ask that you review the [Discussion Document on Enhancing Water Availability – Engagement on Proposed Amendments to the Water Act to Improve Availability](#) and come prepared with any questions or feedback you may have.

In-person sessions will be held over the coming weeks in Red Deer, Grande Prairie, Calgary, Brooks and Lethbridge. A virtual session will also be offered. The same information will be shared at all sessions.

Please use the links below to register for a session that works best for you:

- Red Deer, May 12, 6:00-9:00 pm – Pioneer's Lodge, 4324 46a Ave
<https://www.eventbrite.ca/e/1339153286529?aff=oddttdtcreator>
- Grande Prairie, May 14, 6:00-9:00 pm – Tara Centre, Evergreen Park, 55051 Township Rd 710
<https://www.eventbrite.ca/e/1339154339679?aff=oddttdtcreator>
- Session being planned in Calgary, May 20, 6:00-9:00 pm
<https://www.eventbrite.ca/e/1339152032779?aff=oddttdtcreator>
- Session being planned in Brooks, May 21, 6:00-9:00 pm
<https://www.eventbrite.ca/e/1310505199329?aff=oddttdtcreator>
- Session being planned in Lethbridge, May 22, 6:00-9:00 pm
<https://www.eventbrite.ca/e/1339151370799?aff=oddttdtcreator>
- Virtual session, May 26, 1:00-4:00 pm <https://zoom.us/meeting/register/UyoZcAPBTbaP3X2X-LT6RA>

We appreciate your feedback on the proposed changes through the online survey, which will remain open until June 30, 2025.

For more specific information, please visit the online engagement page at alberta.ca/water-availability-engagement. If you have any questions, please let me know or contact epa.water@gov.ab.ca.

Kathleen Rich

Assistant Deputy Minister, Water and Circular Economy Division, Alberta Environment and Protected Areas
Government of Alberta

Level 12, South Petroleum Plaza, 9915-108 Street, Edmonton, Alberta

E: kate.rich@gov.ab.ca | M: 780-203-0844

Classification: Protected A

From: EPA Water <EPA.Water@gov.ab.ca>

Sent: April 29, 2025 10:21 AM

To: EPA Water <EPA.Water@gov.ab.ca>

Cc: Kate Rich <Kate.Rich@gov.ab.ca>; Gary Sandberg <gary.sandberg@gov.ab.ca>

Subject: Water Availability Engagement - Phase 2

Sent to: all municipal CAOs contacts in the Municipal Officials Directory

I am writing to inform you that the next phase of water availability engagement launched today. It focusses on proposed changes to the *Water Act* and complementary policy to increase the availability of water licences to Alberta municipalities, businesses, agricultural producers and others, while continuing to protect the aquatic ecosystem.

Please see the attached letter with details. Also, here are the links to the news release and to the engagement website:

- News release: [Making every drop of water count | alberta.ca](#)
- Engagement site: [Water availability engagement | Alberta.ca](#)

Thank you for your feedback during the first phase to identify opportunities and barriers to enhance water availability, and we appreciate your feedback on these proposals.

Please do not hesitate to contact me or EPA Water with any questions.

Thanks.

Kate

Kathleen Rich

Assistant Deputy Minister, Water and Circular Economy Division, Alberta Environment and Protected Areas
Government of Alberta

Level 12, South Petroleum Plaza, 9915-108 Street, Edmonton, Alberta

E: kate.rich@gov.ab.ca | M: 780-203-0844

April 29, 2025

I am writing to municipalities across Alberta regarding a second phase of engagement to enhance water availability in Alberta.

As part of the province's ongoing work to increase water availability, the government engaged Albertans in fall 2024 to early 2025 to hear ideas on how to strengthen the water management system to enhance availability for years to come. While the feedback was wide-ranging, it was clear that Alberta's water management system and the *Water Act* generally serve us well and should not be changed. However, some opportunities and barriers identified raised some limitations of the *Water Act* for supporting water availability.

Based on the feedback, the Government of Alberta is proposing changes to the *Water Act* and complementary policy to increase the availability of water licences to Alberta municipalities, businesses, agricultural producers and others, while continuing to protect the aquatic ecosystem.

The proposed changes focus on:

1. Streamlining decision making for water licensing and transfers
2. Enhancing water use information to support effective and transparent management of water by all users, including licensing and licence transfers
3. Enabling lower risk inter-basin transfers
4. Enabling the use of alternative water sources (e.g., rainwater, stormwater, wastewater)

The Government of Alberta remains committed to maintaining the following policies, approaches, and principles:

- Alberta's priority system for licenced water allocation, based on principles of first-in-time, first-in-right, will remain.
- Existing water licence allocations will not be reduced.
- The Water for Life strategy and its goals and directions remain, where water is managed for community, economic and environmental needs, including traditional use needs and environmental objectives to support ecosystem health.
- Water allocation transfers will remain enabled in basins with approved water management plans (Milk, Battle, Bow, Oldman and South Saskatchewan River basins).
- Alberta will continue to manage water on a watershed basis, where any large or higher risk inter-basin transfer would continue to require approval by special act of the legislature (except, as established in the act, during a Cabinet-declared water emergency under section 107).
- No new royalties, bulk or volumetric pricing of water will be introduced.
- No new terms and conditions will be added to existing older licences regarding requirements to support water conservation objectives (WCOs).

Details on the proposed engagement, scope and changes are the outlined in the discussion document on Enhancing Water Availability: Engagement on Proposed Amendments to the Water Act to Improve Availability – accessible online at alberta.ca/water-availability-engagement.

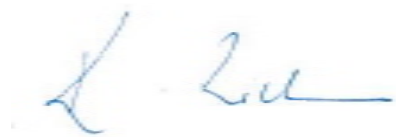
We will soon invite you/your organization to join us for an in-person information session where we will share more information about the proposed changes and give you an opportunity to provide feedback and ask questions. Sessions are planned to be in person in May in Lethbridge, Brooks, Calgary, Red Deer and Grande Prairie (locations are being confirmed as venues are secured). We will also arrange an online session. The same information will be shared across all sessions. (In addition to issuing this letter to each municipality, we are sending correspondence to organizations including Alberta Municipalities, Rural Municipalities or Alberta, Alberta Rural Municipal Administrators' Association, Local Government Administrators; Association of Alberta, Mid-sized Cities Mayors' Caucus)

In preparation for these information sessions, we encourage you to review the discussion document to prepare questions, comments and feedback.

We ask that all feedback be provided through the online survey, which will remain open until June 30, 2025.

For more specific information, please visit the online engagement page at alberta.ca/water-availability-engagement.

Sincerely,

A handwritten signature in blue ink, appearing to read 'K. Rich', is positioned above the printed name.

Kate Rich
Assistant Deputy Minister



2821 – 18 Avenue North
Lethbridge, Alberta T1H 6T5
Main Switchboard: (403) 327-3302
Website: lnid.ca

April 30, 2025

**Keith Davis, CAO
Town of Picture Butte
120 – 4th Street North
Picture Butte, AB T0K 1V0**

Dear Keith:

Re: Local Improvements Impacting LNID Land

The Lethbridge Northern Irrigation District (LNID) Board reviewed your April 7, 2025 letter at their April 15, 2025 regular meeting. I am responding under the headings you provided:

From Walk on the Wildside (WOWs)

1. Extension of the existing walking trail is acceptable in principle; however the eastern limit would be located at a turnaround northwest of where the shoreline abruptly turns northeast toward Hwy 25 (approximate location: 49°53'24"N 112°46'23"W; <https://maps.app.goo.gl/7qQ7yNpSdFcs7WCq9>). This is required as LNID has insufficient land/ROW to accommodate extension beyond this location.
 - a. A bridge would be permitted, however the type, location, elevation, foundation, etc. must be reviewed and approved by LNID.
 - b. It would be acceptable to amend the current lease agreement to accommodate the extension. The Town/WOWs would be responsible for all design, supply and installation costs, maintenance, etc. of the bridge and paths. Some updates may be required associated with the bridge, and also further details on trail maintenance. The Board confirmed that as our mowing equipment involves a mower attachment pulled by tractor, set up for canal driving banks and inside slopes, their large size and configuration is not suitable for the path surfaces. Other arrangements would be required.
 - c. The path base and surface would be acceptable within the lease agreement, subject to final LNID review and approval. In particular we would need to coordinate on an appropriate offset from our driving bank, and avoid any ponding/drainage issues.
 - d. Similar amenities on the leased area would be acceptable, subject to the terms of the agreement.
2. Building steps and a handrail at the end of 4th Street North up the bank to the gazebo is acceptable in principle.
 - a. Location east of the pump house building appears to be acceptable, however the design would need to be reviewed and approved by LNID.

- b. Building on top of the reservoir downstream bank would be acceptable. There must not be any intrusions or cutting into the bank except essential anchoring to avoid downslope shifting of boards and gravel. The final design is to be reviewed and approved by LNID and would be included in the overall lease agreement. Use of treated railway ties is not permitted due to the risk of creosote and other chemical leaching/contamination. New or salvaged pressure treated lumber would be acceptable.

From a local resident

1. Regarding the land owned by LNID behind Northridge Avenue:
 - a. A parking area with non-permanent (i.e. gravel) surface may be considered as a further amendment of the existing lease agreement to facilitate parking for those using the WOWs trail. This would require coordination with LNID on location, size, orientation, access, gating, signage, etc.
 - b. Although the Board appreciated the work that went into the proposal, there would be no consideration of any recreational facilities on this land as it is required for staging, as a borrow source and for other activities related to safety management of Picture Butte Dam. This land is strategically located as high ground between the main dam and the emergency outlet and will not be considered for development or sale as long as the dam remains in operation. A grassed field for general use, in association with the parking area and path system, may be considered for inclusion in the amended lease agreement. This would be clearly identified as LNID property and subject to exclusion of the public during maintenance, flood emergency or other activities at LNID's option.

LNID is likewise appreciative of our ongoing relationship with the Town of Picture Butte. We understand that working together we can see mutual benefits in recreational access for Town residents and visitors that supports the irrigation sector's social licence to operate. We look forward to expanding responsible public access to the natural and educational features of Picture Butte Reservoir.

Sincerely,



Christopher Gallagher, P. Eng.
General Manager
Lethbridge Northern Irrigation District

CG/

cc: LNID Board of Directors, Gary Burke (LNID), Matt Coster (LNID)

Keith Davis

From: Keith Davis
Sent: Thursday, May 08, 2025 10:35 AM
To: Keith Davis
Subject: RE: Nominate Local Leaders for Alberta Recreation & Parks Association's 2025 Awards – Deadline May 30

From: Deb Comfort <cboorse@arpaonline.ca>
Date: April 30, 2025 at 9:20:11 AM MDT
To: Cathy Moore <cmoore@picturebutte.ca>
Subject: Nominate Local Leaders for Alberta Recreation & Parks Association's 2025 Awards – Deadline May 30
Reply-To: awards@arpaonline.ca

Mayor Catherine Moore and Councillors
Town of Picture Butte
PO Box 670, Picture Butte, AB T0K1V0

Nominate Local Leaders for Alberta Recreation & Parks Association's 2025 Awards – Deadline May 30

Dear Mayor Catherine Moore and all Members of Council;

The Alberta Recreation & Parks Association (ARPA) is pleased to announce that nominations are now open for our [2025 awards](#), celebrating exceptional leadership and contributions in the recreation and parks sector across Alberta. We invite you to nominate outstanding individuals, organizations, or initiatives from your community for these prestigious recognitions.

The awards ceremony will take place during the President's Awards Banquet on Saturday, October 25, 2025, at the Fairmont Chateau Lake Louise, as part of our annual [Conference and Energize Workshop](#). This special evening, attended by over 400 sector leaders, provides an opportunity to spotlight the efforts that make Alberta communities healthier, more active, and more vibrant.

The awards include the Lieutenant Governor's (L.G.) Leadership for Active Communities Awards, which recognize the achievements of individuals and groups who are leading their communities to increase citizen participation in active living, recreation, and parks, resulting in healthier people and communities. This year, we have three L.G. Award categories:

- Collaborative Impact in the Community Leadership Award
- Elected Community Official Award
- Professional Leadership Award.

We are honoured to anticipate the presence of the Lieutenant Governor of Alberta, who is expected to present these awards in person.

In addition to the Lieutenant Governor's Awards, ARPA will also be presenting multiple awards including the A.V. Pettigrew Award, which recognizes a community or organization that has made a significant impact on improving the quality of life of their citizens through recreation and parks.

To view more details on each award and to complete our online nomination form, please visit the ARPA website at <https://arpaonline.ca/awards-scholarships/>. The deadline for award nominations is May 30th.

We look forward to recognizing and celebrating the hard work and dedication of individuals and groups who are making a difference in their communities and improving the lives of Albertans.

Yours sincerely,



Deb Comfort
President

(780) 415 - 1745
Alberta Recreation & Parks Association
arpaonline.ca



ARPA would like to acknowledge the First Nations, the Métis, and all of the people across Alberta who share a history and a deep connection with this land. We dedicate ourselves to moving forward in partnership with Indigenous communities in the spirit of reconciliation and collaboration.



Picture Butte

Picture Perfect!

2026 Centennial Celebration April 17th, 2025 Minutes

Attendees: Teresa Feist, Eva Penner, Dan Tolley, Rita Tolley, Mark Lowe, Katherine Jakober, Peter Brouwer, Boyd Folden, Jeanene Casson, Shirley Olsen, Elinor Kolk, Mona Sabo.

1. Publication Update

- Deposit needed for book of \$1200 needed ASAP
- University of Lethbridge doing research
- Mail out to be posted on Town event page.
- Photos can be taken to Tony to be scanned
- Peggy stepped down from committee
- Need 1-2 members for publication committee

2. Budget Meeting Update

- Eva Presented Ideas to Town Council
- Community Anniversary Grant due April 30th, 2025
- Major festival grant due in October
- Casino money cannot go through Town, does not have to go through Town if they pay directly.
- Teresa added request letter for volunteers, add spirit of Town instead of organization.
- Money spent to be approved by council first.
- Teresa to send expense sheet to grant writers so they can provide info on grants.
- Legacy projects were discussed

3. Activities/Entertainment

- Frank west to be contacted about fun activities (slide down the hill)
- Need more music events
- Restaurants to help with food
- Interviews ready to start by students
- Mid May to get mail outs out.

4. Additional Items

- Logo- Town Crest with 100 incorporated
- Need Volunteer coordination committee
- Reps from each committee to attend next meeting
- Mark Lowe might be able to provide mock drawing for Town Sign
- Possible Headquarters for committee?

Next Meeting May 15th 1:00pm at community centre.