

**MINUTES**  
OF THE  
**PICTURE BUTTE TOWN COUNCIL MEETING**  
HELD IN  
**COUNCIL CHAMBERS**  
**Monday, October 28<sup>th</sup>, 2024 AT 6:30 PM**

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

**ALSO PRESENT:** Chief Administrative Officer – K. Davis  
Director of Corporate Services – M. Overbeeke  
Director of Parks and Recreation – C. Van Dorp  
Administrative Assistant – C. Johnson

**1.0 CALL TO ORDER**

Mayor Moore called the Regular Council Meeting to order at 6:36 p.m.

**2.0 ADOPTION OF THE AGENDA**

335 2410 28 MOVED by Deputy Mayor Papworth that the agenda be approved as amended:  
ADD: 6.4 Picture Butte Town History  
CARRIED

**3.0 ADOPTION OF THE MINUTES**

3.1 Regular Council Meeting – October 15<sup>th</sup>, 2024

336 2410 28 MOVED by Deputy Mayor Papworth that the Regular Council Meeting minutes of October 15<sup>th</sup>, 2024 be approved as presented.  
CARRIED

**4.0 PUBLIC HEARING**

Kattie Schlamp from Oldman River Regional Services Commission spoke on Bylaw No. 952-24 Land Use Bylaw Amendment - Manufactured Homes. Bylaw No 952-24 is an amendment to the Land Use Bylaw that would streamline the approval process for Manufactured homes that are proposed to be located within an approved Manufactured home park.

4.1 Submissions

4.1.1 In Person Submissions

4.1.1.1 Ask for Those in Favour

There was no one present to speak in favour of the proposed bylaw.

4.1.1.2 Ask for Those Opposed

There was no one present to speak in opposition to the proposed bylaw.

4.1.2 Written Submissions

4.1.2.1 Ask for Those in Favour

Lethbridge County submitted a letter stating no concerns to the proposed bylaw.

4.1.2.2 Ask for Those Opposed

There was no written submissions opposed to the proposed bylaw.

Public Hearing adjourned at 6:43 p.m.

K. Schlamp left the meeting at 6:44 p.m.

## 5.0 DELEGATION

### 5.1 SouthGrow Regional Initiative – Peter Casurella

Peter Casurella updated Council about the expansion of SouthGrow since it started in 2003. Since that time they have expanded the ways that they are helping communities in Southern Alberta. Agri-food is the new opportunity to be promoting in our region. They have started marketing in Europe to get Southern Alberta known and on the global stage. The next plan is to expand to South-East Asia to bring investors to Southern Alberta. SouthGrow offers regional training and housing needs assessments. They also offer help and advice with grants. SouthGrow utilizes and writes a lot of grants and can help municipalities find and stack grants to their projects. Peter noted the struggles that Economic Development has faced both nationally and regionally. There used to be six full-time Economic Development Officers in Southern Alberta, now there is only one full-time position. The need and financial ability to hire a full-time officer just isn't there for most municipalities. SouthGrow was accredited in 2024 with the Economic Development Organization.

## 6.0 REQUESTS FOR DECISION

### 6.1 Bylaw No. 952-24 Land Use Bylaw No. 841-15 Amendment – Manufactured Homes within Manufactured Home Parks

337 2410 28      MOVED by Councillor Feist to approve the second reading of Bylaw No. 952-24 Land Use Bylaw Amendment – Manufactured Homes in Manufactured Home Parks

CARRIED

338 2410 28      MOVED by Deputy Mayor Papworth to approve the third and final reading of Bylaw No. 952-24 Land Use Bylaw Amendment – Manufactured Homes in Manufactured Home Parks.

CARRIED

### 6.2 Policy No. 507 Community/Seniors Centre and Lions Park Building Rental Policy Update

339 2410 28      MOVED by Councillor de Kok to accept Policy 507 Community/Seniors Centre and Lions Park Building rental Policy.

CARRIED

### 6.3 Shaughnessy Community Association – Request for Donation

340 2410 28      MOVED by Councillor Feist to donate a Cor Van Raay & Community Aquatic Centre Family season pass to Shaughnessy Community Association Annual Fundraiser.

CARRIED

### 6.4 Picture Butte Town History

Councillor Feist gave an update on the status of the digitization of the scrapbooks. It was also discussed if Council would be interested in creating a committee to organize a Town History book. There are grants available to cover the costs. The centennial was also a topic of discussion.

## 7.0 MAYOR'S REPORT

### 7.1 Mayor's Report

October 21	Attended a Committee of the Whole meeting
October 24	Attended a Lethbridge Regional Waste Management Services Commission
October 25	Attended CUPE Negotiations

341 2410 28            MOVED by Mayor Moore that the Mayor's Report be accepted as presented.  
CARRIED

## 8.0 COUNCIL'S REPORT

### 8.1 Council's Report

Councillor Feist advised Council of her recent activities:

October 21            Attended a Committee of the Whole meeting  
October 24            Attended the Picture Butte Library Scavenger Hunt

Councillor de Kok advised Council of his recent activities:

October 18            Attended a Southern Alberta Energy from Waste  
Association meeting  
October 21            Attended a Committee of the Whole meeting  
October 24            Attended a SouthGrow Regional Initiative meeting  
October 25            Attended CUPE negotiations

Deputy Mayor Papworth advised Council of her recent activities:

October 21            Attended a Committee of the Whole meeting  
October 23            Attended a Green Acres Executive Board meeting

Councillor Neels advised Council of her recent activities:

October 21            Attended a Committee of the Whole meeting  
October 24            Attended a Lethbridge Regional Waste Management  
Services Commission  
October 24            Attended the Picture Butte Library Scavenger Hunt

342 2410 28            MOVED by Deputy Mayor Papworth that the Council Reports be accepted  
as presented.

CARRIED

## 9.0 ADMINISTRATION'S REPORT

### 9.1 CAO Report

343 2410 28            MOVED by Councillor Feist to accept the CAO Report as presented.  
CARRIED

#### 9.1.1 Director of Parks and Recreation Report

344 2410 28            MOVED by Councillor de Kok to accept the Director of Parks and  
Recreation Report as presented.

CARRIED

#### 9.1.2 2024 Pool Report

345 2410 28            MOVED by Councillor Feist to accept the 2024 Pool Report as  
presented.

CARRIED

### 9.2 Family & Community Support Services – Report to Municipalities – Outreach Services, 2024

346 2410 28            MOVED by Councillor de Kok to receive and file Family & Community  
Support Services – Report to Municipalities – Outreach Services, 2024.

CARRIED

## 10.0 CORRESPONDENCE

### 10.1 North County Health Foundation – Shade Donation

347 2410 28            MOVED by Councillor Feist to receive and file North County Health  
Foundation – Shade Donation.

CARRIED

10.2 Picture Butte High School - Remembrance Day Ceremony

348 2410 28 MOVED By Deputy Mayor Papworth to give permission for Mayor Moore to attend the Picture Butte High School's Remembrance Day Ceremony on November 8<sup>th</sup>, 2024.  
CARRIED

**11.0 INFORMATIONAL ITEMS**

11.1 Oldman River Regional Services Commission – Executive Committee Meeting Minutes – July, 2024

11.2 Oldman River Regional Services Commission - Board of Directors Meeting Minutes – June, 2024

349 2410 28 MOVED by Deputy Mayor Papworth to receive and file Informational Items 11.1 & 11.2.  
CARRIED

**12.0 CLOSED SESSION**

12.1 FOIP Act Division 2 Section 22 – Union Negotiations

12.2 FOIP Act Division 2 Section 19 – CAO Evaluation

350 2410 28 MOVED by Councillor de Kok to close the meeting to the public in accordance with Division 2 Section 22 & 19 of the Freedom of Information and Protection of Privacy Act to discuss Union Negotiations and CAO Evaluation at 7:42 p.m.  
CARRIED

C. Johnson and C. Van Dorp left the meeting at 7:45 p.m.

351 2410 28 MOVED by Deputy Mayor Papworth to open the meeting to the public at 8:15 p.m.  
CARRIED

**13.0 ADJOURNMENT**

The next Regular Council Meeting is scheduled for November 12<sup>th</sup>, 2024 beginning at 6:30 p.m.

352 2410 28 MOVED by Councillor de Kok that the Regular Council Meeting adjourn at 8:16 p.m.  
CARRIED

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Cathy Moore  
Mayor

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Keith Davis  
Chief Administrative Officer