

**MINUTES**  
**OF THE**  
**PICTURE BUTTE TOWN COUNCIL MEETING**  
**HELD IN**  
**COUNCIL CHAMBERS**  
**Monday, March 10<sup>th</sup>, 2025 AT 6:30 PM**

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

**ALSO PRESENT:** Chief Administrative Officer – K. Davis  
Director of Corporate Services – M. Overbeeke  
Director of Parks & Recreation – C. Van Dorp  
Town Planner – K. Schlamp  
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**

083 2503 10 MOVED by Deputy Mayor Papworth that the agenda be approved as amended.  
ADD: 12.2 – FOIP Act Division 2 Section 16 – Sanitary Main Upgrade Phase 2  
CARRIED

**3.0 ADOPTION OF THE MINUTES**

3.1 Regular Council Meeting – February 24<sup>th</sup>, 2025

084 2503 10 MOVED by Councillor Feist that the Regular Council Meeting minutes of February 24<sup>th</sup>, 2025 be approved as presented.  
CARRIED

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

**5.0 DELEGATION**

5.1 Brett Houweling – Recreation Area

Brett Houweling and his wife Anna Houweling presented a proposal to Council to build a Pump Track and Recreation Area in Picture Butte between Northridge and the Walk on the Wildside. The population of Picture Butte is increasing and according to statistics approximately 26% of the population is under the age of 14 and 83% of the population is under the age of 65. The recommendation is that by introducing this outdoor recreation area within Town, it will encourage active lifestyles within the community. The proposed pump track is all inclusive, allowing for various ages and skill levels to participate. There are four proposed pump track options, first is a dirt track which has the lowest build costs but the highest maintenance costs. Second, a modular track which is another low-cost option that allows for reconfiguration and portability. Third, an asphalt track is a more costly options that is low maintenance and provides durability. The last option is a concrete track which is the most expensive option which is also expected to be durable and have an extended life span, although has potential issues as the ground underneath settles. As well the concrete option is not as accessible for all equipment. Costs were presented ranges from \$10,000 to \$450,000 to install a pump track. Multiple ideas for ways to cover these costs were presented including government funding/grants, local business sponsorships/advertising, larger corporation sponsorship, local clubs, fundraising and funds from the Town. The next steps would be to contact Lethbridge Northern Irrigation District to inquire about the use of the proposed location for this recreational use.

Brett Houweling and Anna Houweling left the meeting at the completion of delegation.

**6.0 REQUESTS FOR DECISION**

6.1 Bylaw No. 956-25 Land Use Bylaw Amendment – Direct Control Zoning

085 2503 10            MOVED by Councillor Neels first reading of Bylaw No. 956-25.  
CARRIED

6.2 Bylaw No. 957-25 Municipal Borrowing Bylaw

086 2503 10            MOVED by Councillor de Kok first reading of Bylaw No. 957-25 Municipal Borrowing Bylaw.  
CARRIED

087 2503 10            MOVED by Deputy Mayor Papworth second reading of Bylaw No. 957-25 Municipal Borrowing Bylaw.  
CARRIED

088 2503 10            MOVED by Councillor Feist permission to move to third reading of Bylaw No. 957-25 Municipal Borrowing Bylaw.  
CARRIED UNANIMOUSLY

089 2503 10            MOVED by Councillor Neels third and final reading of Bylaw No. 957-25 Municipal Borrowing Bylaw.  
CARRIED

6.3 2025 – 2027 Operating Budget & 2025 – 2030 Capital Budget

090 2503 10            MOVED by Deputy Mayor Papworth to approve the 2025 – 2027 Operating Budget and 2025 – 2030 Capital Budget as presented.  
CARRIED

6.4 Preliminary 4<sup>th</sup> Quarter Operating & Capital Variance Reports

091 2503 10            MOVED by Councillor Neels to approve the 4<sup>th</sup> Quarter Preliminary Operating and Capital Budget Variance reports as presented.  
CARRIED

6.5 Facebook Page Centennial Committee

092 2503 10            MOVED by Councillor Feist to direct administration to create a Facebook Event(s) linked to the Town Facebook page to promote and communicate event details for the Centennial Celebration as officially requested by the Centennial Celebration Committee.  
CARRIED

**7.0 MAYOR’S REPORT**

7.1 Mayor’s Report

- February 13    Attended a Picture Butte and District Chamber of Commerce meeting
- February 18    Attended a Committee of the Whole meeting
- February 24    Attended a Municipal Planning Commission meeting
- March 3        Attended a Picture Butte and District Chamber of Commerce Executive meeting
- March 3        Attended a Special Council meeting
- March 3        Attended a Health Professional Attraction and Retention committee meeting
- March 5-7      Attended the President’s Summit on Civility and the 2025 Alberta Municipalities Spring Leaders’ Caucus

093 2503 10            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 Neels advised Council of her recent activities:

March 3                   Attended a Special Council meeting  
March 6-7                Attended the Virtual 2025 Alberta Municipalities Spring Leaders’ Caucus

Councillor Feist advised Council of her recent activities:

March 3                   Attended a Health Professional Attraction and Retention committee meeting  
March 3                   Attended a Special Council meeting  
March 7                   Attended the Virtual 2025 Alberta Municipalities Spring Leaders’ Caucus

Councillor de Kok advised Council of his recent activities:

February 28             Attended a Southern Alberta Energy from Waste Association meeting  
March 3                   Attended a Special Council meeting

Deputy Mayor Papworth advised Council of her recent activities:

February 26             Attended a Green Acres Foundation Board meeting  
March 3                   Attended a virtual Green Acres Foundation Executive Committee meeting  
March 3                   Attended a Special Council meeting  
March 3                   Attended a Health Professional Attraction and Retention committee meeting  
March 6-7                Attended the Virtual 2025 Alberta Municipalities Spring Leaders’ Caucus

094 2503 10            MOVED by Deputy Mayor Papworth that the Council Reports be accepted as presented.  

CARRIED

**9.0 ADMINISTRATION’S REPORT**

**9.1 CAO Report**

095 2503 10            MOVED by Councillor Neels to accept the CAO Report as presented.  

CARRIED

**9.1.1 2024 Director of Emergency Services Monthly Report**

096 2503 10            MOVED by Councillor de Kok to accept the Director of Emergency Services Monthly Report as presented.  

CARRIED

**10.0 CORRESPONDENCE**

**10.1 Family and Community Support Services – Report to Municipalities**

**10.2 Municipal Affairs – 2025 Budget**

**10.3 Municipal Affairs – Provincial Priorities Act**

097 2503 10            MOVED by Councillor de Kok to receive and file all correspondence items.  

CARRIED

## 11.0 INFORMATIONAL ITEMS

- |      |  |
|------|--|
| 11.1 | <u>Family and Community Support Services – Board Meeting Minutes – February 2025</u>                 |
| 11.2 | <u>AB Municipalities – Preliminary Analysis of Alberta’s 2025 Budget</u>                             |
| 11.3 | <u>Oldman River Regional Services Commission – Executive Committee Meeting Minutes- January 2025</u> |
| 11.4 | <u>Health Professional Attraction and Retention Committee Minutes – January, 2025</u>                |

098 2503 10                      MOVED by Councillor Feist to receive and file all informational items.

CARRIED

## 12.0 CLOSED SESSION

- 12.1 FOIP Act Division 2 Section 21 – Alberta Environment Administrative Penalty
- 12.2 FOIP Act Division 2 Section 16 – Sanitary Main Upgrade Phase 2

099 2503 10      MOVED by Councillor Neels to close the meeting to the public in accordance with Division 2 Section 16 & 21 of the Freedom of Information and Protection of Privacy Act to discuss the Alberta Environment Administrative Penalty and the Sanitary Main Upgrade Phase 2.

CARRIED

100 2503 10      MOVED by Deputy Mayor Papworth to open the meeting to the public at 8:24 p.m.

CARRIED

## 13.0 ADJOURNMENT

The next Regular Council Meeting is scheduled for March 24<sup>th</sup>, 2025 beginning at 6:30 p.m.

101 2503 10            MOVED by Councillor Neels that the Regular Council Meeting adjourn at 8:24 p.m.

CARRIED

Cathy Moore  
Mayor

Keith Davis  
Chief Administrative Officer