



**REGULAR COUNCIL MEETING AGENDA
TOWN OF MILLET
COUNCIL CHAMBERS
4528 51st Street
August 18th, 2021
3:00 p.m.**

- 1.0 **CALL TO ORDER**
- 2.0 **OPEN MICROPHONE** (Maximum 15 minutes)
- 3.0 **PUBLIC HEARING - NONE**
- 4.0 **ADDITIONS AND ADOPTION OF AGENDA**
- 5.0 **ADOPTION OF MINUTES**
 - 5.1 July 21st, 2021 - Regular Council Meeting
- 6.0 **DELEGATIONS - NONE**
- 7.0 **REPORTS**
 - 7.1 Monthly Bank Reconciliation – May 31, 2021
 - 7.2 Monthly Bank Reconciliation – June 30, 2021
 - 7.3 Councillor Storey Report – July 2021
 - 7.4 Millet Fire Department Report – July 1st – July 31st, 2021
- 8.0 **BYLAWS - NONE**
- 9.0 **AGREEMENTS - NONE**
- 10.0 **CORRESPONDENCE**
 - 10.1 Town of Millet Library Board Minutes – May 25th, 2021

11.0 NEW BUSINESS

- 11.1 Request for Decision – Interim Mayor
- 11.2 Request for Decision – Re-appointment for Committees
- 11.3 Request for Decision – Providing Sanding Service – Millet Village Mobile Home Park
- 11.4 Request for Decision – Waiver of Rental/Deposit Fees – Millet Fire Department
- 11.5 Request for Decision – Online Cemetery Data
- 11.6 Request for Decision – Engine Retarder Brake Signs
- 11.7 Request for Decision – Millet Fire Department Truck Placement

12.0 CLARIFICATION OF AGENDA

13.0 CLOSED SESSION - CONFIDENTIAL

Council will also be discussing privileged and other information regarding Land matters therefore the meeting should be closed pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26, Part 5, Division 9, and amendments thereto, and the applicable Sections noted from S.16 - S.29 of the Freedom of Information and Protection of Privacy Act, 2000, Chapter F-25, Division 2, Part 1, and amendments thereto.

- 13.1 Land – Museum
- 13.2 Land – Agriplex Update (verbal)
- 13.3 Land – Recreation, Parks and Culture Master Plan (verbal)
- 13.4 Legal – JEDI
- 13.5 Personnel (verbal)

14.0 ADJOURNMENT



**TOWN OF MILLET
REQUEST FOR DECISION (RFD)**

Meeting: Regular Council Meeting
Meeting Date: August 18th, 2021
Originated By: Heather Hughes, Legislative Assistant
Agenda Item: 5.0 – Adoption of Minutes

BACKGROUND/PROPOSAL

Adoption of Minutes

5.1 Minutes of Regular Meeting – July 21st, 2021

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Not applicable.

COSTS/SOURCE OF FUNDING

Not applicable.

RECOMMENDATION

1. That the minutes are hereby approved, as presented.



REGULAR MEETING OF COUNCIL
TOWN OF MILLET
COUNCIL CHAMBERS
4528 51 STREET
July 21st, 2021
3:00 p.m.

PRESENT:

COUNCILLORS	Robin Brooks Carol Sadoroszney Mike Storey Pat Garrett Doug Peel Vickie Pyle
C.A.O.	Lisa Schoening
LEGISLATIVE ASSISTANT	Heather Hughes
DIRECTOR OF INFRASTRUCURE	Lisa Novotny
MANAGER OF ENFORCEMENT SERVICES	Mitch Newton
PRESS	NONE
GALLERY	NONE

ABSENT (with regret):

MAYOR	Tony Wadsworth
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1.0 CALL TO ORDER:

The meeting was called to order by Deputy Mayor Brooks at 3:00 p.m.

2.0 PUBLIC HEARINGS: - NONE

3.0 ADDITIONS, DELETIONS AND ADOPTIONS OF AGENDA:

Res #241/21 Agenda	Moved by Councillor Pyle that the following items are hereby added to the agenda and further that the agenda is hereby adopted, as amended; Add 10.8 Public Land Auction 10.9 Inter-Municipal Texas Golf Tournament 10.10 Open Microphone
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CARRIED

COUNCIL MEETING

AUG 18 2021

ITEM # 5.1

4.0 ADOPTION OF MINUTES:

Res #242/21 Minutes Regular Meeting	Moved by Councillor Sadoroszney that the June 23 rd , 2021, Regular Meeting of Council Minutes are hereby approved, as presented.
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CARRIED

Res #243/21 Minutes Special Meeting	Moved by Councillor Peel that the July 6 th , 2021, Special Meeting of Council Minutes are hereby approved, as presented.
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*CARRIED***5.0 DELEGATIONS: NONE****6.0 REPORTS:**6.1 *Millet Fire Department Report – June 1st – June 30th, 2021*6.2 *Councillor Storey Report – June 2021*

Res #244/21 Reports	Moved by Councillor Storey that the Reports are hereby accepted as information.
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*CARRIED***7.0 BYLAWS:**7.1 *Bylaw #2021-08 – Council Procedural Bylaw (all three readings)*

Res #245/21 Bylaw #2021-08	Moved by Councillor Storey that Bylaw #2021-08 is hereby given first reading.
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CARRIED

Res #246/21 Bylaw #2021-08	Moved by Councillor Sadoroszney that Bylaw #2021-08 is hereby given second reading.
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CARRIED

Res #247/21 Bylaw #2021-08	Moved by Councillor Garrett that permission is hereby granted for the presentation of Bylaw #2021-08 for all three readings at this meeting.
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CARRIED UNANIMOUSLY

Res #248/21 Bylaw #2021-08	Moved by Councillor Peel that Bylaw #2021-08 is hereby given third and final reading.
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CARRIED

8.0 AGREEMENTS: NONE9.0 CORRESPONDENCE:

9.1 *West Dried Meat Lake Regional Landfill Committee – Minutes from Meeting of June 17th, 2021*

Res #249/21 Correspondence	Moved by Councillor Sadoroszney that the Correspondence is hereby accepted as information.
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CARRIED

10.0 NEW BUSINESS:

10.1 *Request for Decision – Policy #10 Compliance Certificate Policy - Rescind*

Res #250/21 Policy #10 Compliance Certificate Policy	Moved by Councillor Garrett that Council rescind Policy #10 – Compliance Certificate Procedures Policy.
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CARRIED

10.2 *Request for Decision – Renaming of Millet Old School*

Res #251/21 Renaming of Millet Old School	Moved by Councillor Pyle that Council officially name the Millet Old School located at 4528 51 Street, the Millet Civic Centre.
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CARRIED

10.3 *Request for Decision – Subdivision Application TM/21/02*

Res #252/21 Subdivision Application TM/21/02	Moved by Councillor Sadoroszney that Council approve the subdivision to create one lot containing approximately 0.5 acres from the property civically addressed as 5117 – 45 Avenue, LINC 0017422569 which is leally described as Plan 4715MC, Block A as presented.
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CARRIED

10.4 *Disposal of Surplus Equipment Sale Results*

Res #253/21 Disposal of Surplus of Equipment Sale Results	Moved by Councillor Peel that Council accepts this item as information.
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CARRIED

10.5 *Request for Decision - Signs for Distancing Diamonds*

Res #254/21 Signs for Distancing Diamonds	Moved by Councillor Garrett that Council table this item.
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CARRIED

10.6 Request for Decision – Public Works RV Dump Site

Res #255/21 Public Works RV Dump Site	Moved by Councillor Garrett that once the Lions Campground sanitary trailer dump site is operational, that the current RV dump site located at the Town of Millet Public Works Shop be shut down permanently.
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*CARRIED**10.7 Request for Decision – Residential Block Party*

Res #256/21 Residential Block Party	Moved by Councillor Pyle that Council grants the submitted request and allow for temporary blockades to be placed at Diamond Drive from the top of West Liberty Drive to Pipestone Way on August 21, 2021, from 4:00 p.m. – 8:00 p.m. to allow for a Residential Block Party, and further that Council hereby directs Administration to ensure adjoining properties are appropriately notified.
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*CARRIED**10.8 Request for Decision – Public Land Auction*

Res #257/21 Public Land Auction	Moved by Councillor Garrett that Council approves the recommended date change to September 14 th , 2021, for the Public Land Tax Auction.
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*CARRIED**10.9 Request for Decision – Inter-Municipal Texas Scramble Golf Tournament*

Res #258/21 Council Date Change	Moved by Councillor Storey that in order to accommodate the Inter-Municipal Texas Scramble Golf Tournament, that Council cancel the Regular Meeting scheduled for September 8 th , and reschedule this meeting for Tuesday, September 7 th at 3:00 p.m.
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CARRIED

Res #259/21 Golf Tournament	Moved by Councillor Peel that any member of Council or any staff wishing to attend the Inter-Municipal Texas Scramble Golf Tournament on September 8 th , may attend.
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*CARRIED**10.10 Request for Decision – Open Microphone*

Res #260/21 Open Microphone	Moved by Councillor Pyle that the Open Microphone portion of the Regular Council Meetings be re-instated and added as Item 2 on the Agenda as outlined in Bylaw #2021-08 - Council Procedural Bylaw.
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*CARRIED***11.0 CLARIFICATION OF AGENDA: NONE***Manager of Enforcement Services left the meeting at 3:45 p.m.**Council took a 10-minute recess.*

Res #261/21 Closed Session	Moved by Councillor Peel that Council moves into Closed Session to discuss Items 12.1 – 12.3 pursuant to Sections 16 to 29 of the Freedom of Information and Protection of Privacy Act at 3:55 p.m.
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*CARRIED***12.0 CLOSED SESSION:**12.1 *Land – Tessier Expropriation*12.2 *Policy #8 – Procurement Policy*12.3 *Land - Agriplex*

Res #262/21 Reconvene	Moved by Councillor Garrett that the Regular Council Meeting reconvene from Closed Session at 4:18 p.m.
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CARRIED

Res #263/21 Policy #8 – Procurement Policy	Moved by Councillor Garrett that Council adopt Policy #8 – Procurement Policy, as presented.
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*CARRIED***13.0 ADJOURNMENT:**

The meeting was adjourned at 4:19 p.m.

THESE MINUTES ADOPTED BY COUNCIL THIS 18th DAY OF AUGUST 2021._____
MAYOR_____
CHIEF ADMINISTRATIVE OFFICER



**TOWN OF MILLET
REQUEST FOR DECISION (RFD)**

Meeting: Regular Council Meeting
Meeting Date: August 18th, 2021
Originated By: Heather Hughes, Legislative Assistant
Agenda Item: 7.0 - Reports

BACKGROUND/PROPOSAL

The following Reports have been submitted for Council's information.

- 7.1 Monthly Bank Reconciliation – May 31, 2021
- 7.2 Monthly Bank Reconciliation – June 30, 2021
- 7.3 Councillor Storey Report – July 2021
- 7.4 Millet Fire Department Report – July 1st – July 31st, 2021

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Not applicable.

COSTS/SOURCE OF FUNDING

Not applicable.

RECOMMENDATION

1. That the Reports are hereby accepted as information.

Monthly Bank Reconciliation

Municipality of
TOWN OF MILLET

Month Ending **31, May 2021**

	General Account	General Term Deposit	Cemetery Term Deposit	Total
Net Balance at End of Previous Month	\$257,145.58	\$3,591,921.46	\$11,373.06	\$3,860,440.10
Receipts for the Month (Less Loans)				\$0.00
Terms Cashed in	\$1,041,373.63	\$0.00	\$1.74	\$1,041,375.37
Sub-Total	\$1,298,519.21	\$3,591,921.46	\$11,374.80	\$4,901,815.47
LESS:				
Terms Taken out	\$735,543.96	\$0.00	\$0.00	\$735,543.96
Disbursements for the Month			\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
Net Balance at End of Month	\$562,975.25	\$3,591,921.46	\$11,374.80	\$4,166,271.51
Balance at End of Month -- Treasury Branch	\$602,841.65		\$11,374.80	\$614,216.45
*Cash on Hand at End of Month		\$0.00	\$0.00	\$0.00
Sub-Total	\$602,841.65	\$0.00	\$11,374.80	\$614,216.45
LESS:				
May deposits recorded in Jun	-\$16,498.11	\$0.00	\$0.00	-\$16,498.11
Outstanding Cheques See List	\$56,364.51	\$0.00	\$0.00	\$56,364.51
BALANCE	\$562,975.25	\$0.00	\$11,374.80	\$574,350.05

OUTSTANDING CHEQUES

No.	Amount	No.	Amount	No.	Amount	No.	Amount
20677	\$70.00	22835	\$21,218.00	0	\$-00	0	\$-00
21268	\$129.40	22838	\$299.97	0	\$-00	0	\$-00
21430	\$235.76			0	\$-00	0	\$-00
21610	\$13.00			0	\$-00	0	\$-00
21961	34.37			0	\$-00	0	\$-00
22013	\$196.42			0	\$-00	0	\$-00
22557	\$63.00			0	\$-00	0	\$-00
22720	\$504.00			0	\$-00	0	\$-00
22778	\$1,305.30			0	\$-00	0	\$-00
22786	\$1,225.35			0	\$-00	0	\$-00
22804	\$160.00			0	\$-00	0	\$-00
22816	\$23,880.04			0	\$-00	0	\$-00
22821	\$108.35			0	\$-00	0	\$-00
22825	\$1,874.12			0	\$-00	0	\$-00
22827	\$54.20			0	\$-00	0	\$-00
22831	\$1,816.57			0	\$-00	0	\$-00
22832	\$744.54			0	\$-00	0	\$-00
22833	\$1,218.00			0	\$-00	0	\$-00
22834	\$1,214.12			0	\$-00	0	\$-00
							\$56,364.51

This statement submitted to Council this _____ day of _____ 18th day of Aug 2021

Remarks:

Mayor: _____

Chief Administrative Officer: _____

COUNCIL MEETING

AUG 18 2021

ITEM # 7.1

Monthly Bank Reconciliation

Municipality of
TOWN OF MILLET

Month Ending 30, June 2021

	General Account	General Term Deposit	Cemetery Term Deposit	Total
Net Balance at End of Previous Month	\$562,975.25	\$3,591,921.46	\$11,374.80	\$4,166,271.51
Receipts for the Month (Less Loans)	\$1,279,792.86			\$1,279,792.86
Terms Cashed in	\$500,000.00	\$4,700.84	\$1.68	\$504,702.52
Sub-Total	\$2,342,768.11	\$3,596,622.30	\$11,376.48	\$5,950,766.89
LESS:				
Terms Taken out	\$922,662.44	\$500,000.00	\$0.00	\$1,422,662.44
Disbursements for the Month			\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
Net Balance at End of Month	\$1,420,105.67	\$3,096,622.30	\$11,376.48	\$4,528,104.45
Balance at End of Month -- Treasury Branch	\$1,510,532.67	\$3,096,622.30	\$11,376.48	\$4,618,531.45
*Cash on Hand at End of Month		\$0.00	\$0.00	\$0.00
Sub-Total	\$1,510,532.67	\$3,096,622.30	\$11,376.48	\$4,618,531.45
LESS:				
Jun deposits recorded in July	\$27,228.78	\$0.00	\$0.00	\$27,228.78
Outstanding Cheques See List	\$63,198.22	\$0.00	\$0.00	\$63,198.22
BALANCE	\$1,420,105.67	\$3,096,622.30	\$11,376.48	\$4,528,104.45

OUTSTANDING CHEQUES

No.	Amount	No.	Amount	No.	Amount	No.	Amount
20677	\$70.00	22903	\$554.21	22953	\$19,427.58	0	\$-00
21268	\$129.40	22905	\$407.21	22954	\$1,200.00	0	\$-00
21430	\$235.76	22906	\$189.71	22955	\$115.77	0	\$-00
21610	\$13.00	22914	\$735.00	22956	\$1,134.57	0	\$-00
21961	34.37	22926	\$148.12	22957	\$6,631.20	0	\$-00
22013	\$196.42	22927	\$1,182.17	22958	\$98.66	0	\$-00
22557	\$63.00	22940	\$151.73	22959	\$552.50	0	\$-00
22720	\$504.00	22941	\$7,407.41	22960	\$652.68	0	\$-00
22778	\$1,305.30	22942	\$6,129.51	22961	\$498.75	0	\$-00
22804	\$160.00	22943	\$653.00	22962	\$63.13	0	\$-00
22844	\$41.96	22944	\$80.00	22963	\$534.51	0	\$-00
22855	\$840.00	22945	\$518.26	0	\$-00	0	\$-00
22886	\$173.96	22946	\$137.00	0	\$-00	0	\$-00
22888	\$419.96	22947	\$4,200.00	0	\$-00	0	\$-00
22894	\$532.00	22948	\$123.13	0	\$-00	0	\$-00
22895	\$63.90	22949	\$1,600.00	0	\$-00	0	\$-00
22896	\$460.46	22950	\$129.40	0	\$-00	0	\$-00
22901	\$377.96	22951	\$183.60	0	\$-00	0	\$-00
22902	\$587.96	22952	\$1,550.00	0	\$-00	0	\$-00
							\$63,198.22

This statement submitted to Council this _____ 18th day of Aug 2021

Remarks:

Mayor: _____

Chief Administrative Officer: _____

COUNCIL MEETING

AUG 18 2021

ITEM # 7.2

Councillor Mike Storey – Report for July 2021

July 6th Attended a Special Council Meeting.
July 21st Attended the Regular Council Meeting.
July 22nd Attended the Scissors Anniversary.
July 22nd Attended the Lakeside groundbreaking ceremony.
July 30th The new Community Garden is looking great.
The residents who have developed a garden are doing
a fantastic job.
The local competition judging was conducted the week
of July 19th instead of the 12th in order to have more
nominations.
The 2021 MIB budget of \$38,600 reflects expenses of
\$7,427.05 as of July 26th.

COUNCIL MEETING

AUG 18 2021

ITEM # 7.3.



YTD Budget Detail 2021 Period 13

Account		Budget	Actual	Commit	Variance	Pct Exp
1-64-02-410-00	COMMUNITIES IN BLOOM SALES	-6,000.00	165.71	0.00	-6,165.71	-2.76
2-64-01-110-00	SALARIES CIB	9,250.00	4,740.00	0.00	4,510.00	51.24
2-64-01-130-00	EMPLOYER CONTRIBUTIONS	750.00	0.00	0.00	750.00	0.00
2-64-02-148-00	TRAINING AND DEVELOPMENT	5,000.00	537.25	0.00	4,462.75	10.74
2-64-02-211-00	TRAVEL AND SUBSISTENCE	1,500.00	0.00	0.00	1,500.00	0.00
2-64-02-221-00	ADVERTISING	700.00	114.83	0.00	585.17	16.40
2-64-02-224-00	MEMBERSHIPS	500.00	0.00	0.00	500.00	0.00
2-64-02-270-00	VOLUNTEER APPRECIATION	1,000.00	254.32	0.00	745.68	25.43
2-64-02-511-00	OFFICE SUPPLIES	500.00	0.00	0.00	500.00	0.00
2-64-02-512-00	LOCAL COMPETITION	400.00	0.00	0.00	400.00	0.00
2-64-02-520-00	MATERIALS	19,000.00	1,614.94	0.00	17,385.06	8.49
	Report Totals:	32,600.00	7,427.05	0.00	25,172.95	22.78



Millet Fire Department
 Call History Report by Date
 7/1/2021 - 7/31/2021

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Thu 07/01/2021 12:50	County - Wetaskiwin	2100077	67 Outside Fire	11 Extinguishment by fire service personnel		13	00:38
Thu 07/01/2021 13:28	County - Leduc (Extra Hours)	2100078	71 Vehicle Fire	11 Extinguishment by fire service personnel		14	01:03
Fri 07/02/2021 17:16	County - Wetaskiwin (Extra Hours)	2100079	77 Motor Vehicle Collision	55 Establish safe area		15	01:48
Mon 07/05/2021 20:54	County - Wetaskiwin (Extra Hours)	2100080	68 Smoke Investigation (Outside)	86 Investigate		12	00:30
Tue 07/06/2021 18:40	County - Leduc	2100081	52 Alarms	55 Establish safe area		8	00:30
Tue 07/06/2021 23:43	City - Millet	2100082	68 Smoke Investigation (Outside)	55 Establish safe area		6	00:12
Thu 07/15/2021 09:50	County - Wetaskiwin	2100083	29 Traffic/ Transportation Incidents	55 Establish safe area		9	00:43
Sun 07/18/2021 17:17	County - Leduc (Extra Hours)	2100084	77 Motor Vehicle Collision	55 Establish safe area		15	01:36
Mon 07/19/2021 15:06	City - Millet	2100085	67 Outside Fire	86 Investigate	Hi	11	00:31
Wed 07/21/2021 10:59	County - Wetaskiwin (Extra Hours)	2100086	29 Traffic/ Transportation Incidents	55 Establish safe area		13	01:42
Fri 07/23/2021 16:02	County - Wetaskiwin (Extra Hours)	2100087	77 Motor Vehicle Collision	55 Establish safe area	2 k	14	02:10
Sun 07/25/2021 15:09	County - Wetaskiwin (Extra Hours)	2100088	60 Gas Leak/ Gas Odour (Natural and LPG)	55 Establish safe area		12	01:01
Wed 07/28/2021 05:30	County - Wetaskiwin	2100089	52 Alarms	55 Establish safe area		6	00:10

Total calls for City - Millet:	2
Total calls for County - Leduc:	1
Total calls for County - Leduc (Extra Hours):	2
Total calls for County - Wetaskiwin:	4
Total calls for County - Wetaskiwin (Extra Hours):	4
Total calls:	13
Total Time:	12:34

COUNCIL MEETING

AUG 18 2021

ITEM # 7.4



**TOWN OF MILLET
REQUEST FOR DECISION (RFD)**

Meeting: Regular Council Meeting
Meeting Date: August 18th, 2021
Originated By: Heather Hughes, Legislative Assistant
Agenda Item: 10.0 - Correspondence

BACKGROUND/PROPOSAL

The following correspondence has been received for Council's review.

10.1 Town of Millet Library Board Minutes – May 25th, 2021

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Not applicable.

COSTS/SOURCE OF FUNDING

Not applicable.

RECOMMENDATION

1. That the Correspondence is hereby accepted as information.

Town of Millet Library Board Minutes

May 25th, 2021

Connect...with each other

Learn....continuously

Discover...the possibilities

Present were: Charlene Van de Kraats, Chris Richards (with apologies), Doug Peel, Susan Williamson, Tony Wadsworth, Kourtland Fox, Jillian Meyers

1. The Meeting called to order at 6:32
2. Adoption of Agenda moved by K. Fox, carried
3. Adoption of March 23rd minutes moved by D. Peel, carried
4. Manager Report:
 - a. Monthly Comparison accepted as presented
 - b. STATS
 - c. Sandra Ames has resigned from her position on the Board, accepted as information
 - d. Town Council approved the Trustee application for Jillian Meyers

Res# 13/2021 Election for secretary position filled by Jillian Meyers

Van de Kraats opened the floor for nominations for secretary, Tony Wadsworth nominates Jillian Meyers for secretary, nominations called three times, C. Van de Kraats called nominations to cease, Jillian Meyers declared secretary by proclamation

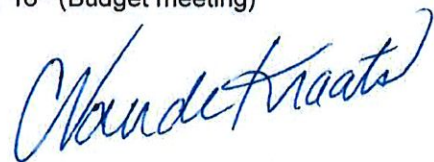
- e. Auditor visit

Res #14/2021 Audit from Doyle and Company for December 31, 2020 approved, Moved by T. Wadsworth, carried

- f. Hired Denise Kern part-time employee
 - g. Computers for Schools Grant for 10 refurbished computers and monitors approved
 - h. Received \$1,500 donation from ATB
 - i. Book delivery area at rear of the building completed, however safety and security still an issue.
 - j. Deliveries resumed May 5th, curbside pick up started May 13th. Open date to be determined based upon completion of construction of the building.
 - k. Tour -TBD
 - l. Re-opening event-potential to have Doug Peel's band perform at an outdoor event
 - m. Donor Wall-Tabled to July meeting
 - n. Extra expenses -security camera, sensor lights, locks on doors, signage, donor wall
5. Friends Report:
 - a. Bottle Drive-ends May 29, already raised over \$700
 6. Mayor Report-the Town is looking for submissions on the naming of the "Old School"
 7. Meeting Dates for 2021 July 20th, September 21, November 16th (Budget meeting)

Next meeting July 20th at 6:30 pm

Meeting Adjourned 7:48



COUNCIL MEETING

AUG 18 2021

ITEM # 10.1



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: August 18, 2021
Originated By: Lisa Schoening, CAO
Agenda Item: 11.1 Interim Mayor

BACKGROUND/PROPOSAL

Council will need to appoint an interim Mayor for remainder of the term.

Currently, Councillor Brooks is acting as Deputy Mayor, however should Council appoint Councillor Brooks as interim Mayor, Council will also need to appoint a new Deputy Mayor for the remainder of the term.

RECOMMENDATION

Council will need to appoint an interim Mayor and possibly a Deputy Mayor for the remainder of this term.



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: August 18, 2021
Originated By: Lisa Schoening, CAO
Agenda Item: 11.2 Request for Decision – Re-appointment for Committees

BACKGROUND/PROPOSAL

As per the Organizational Meeting of October 28, 2020, the following list represents the Committee/Board or Commissions that members of Council currently fill. Once an interim Mayor has been established, Council will need to ensure the following positions are filled.

<u>Committee/Board/Commission</u>	<u>Member</u>	<u>Alternate</u>
a) Committee of Whole	All Council	
b) Millet Library	Peel (Trustee) _____ (Trustee)	
c) Agriplex Operating Committee	Storey	Pyle
d) Millet Seniors	Sadoroszney	Brooks
e) Seniors and Comm. Housing	Sadoroszney	Garrett
f) Emergency Advisory Committee	Brooks Sadoroszney Pyle _____ (M*)	Garrett
g) Yellowhead Library	Peel	Wadsworth

h) Risk Management Committee	All Council	
i) West Dried Meat	Garrett	Wadsworth
j) JEDI	_____ (M*) Storey Brooks	Garrett
k) Historical Society	Garrett	Pyle
l) JEDI AGM	Peel	
m) Municipal Planning Commission	Storey Garrett Pyle	
n) CRSWSC	_____ (M*) Storey	Garrett
o) Communities in Bloom	Storey	Garrett
p) CAEP	Sadoroszney	Garrett
q) Policy Review	_____ Brooks Pyle	
r) Personnel	Garrett Peel	
s) Intermunicipal Committee	Storey _____ (M*)	

(M*) denotes position to be filled by Mayor



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: August 18, 2021
Originated By: Lisa Novotny, Director of Development and Infrastructure
Agenda Item: 11.3 Providing Sanding Service – Millet Village Mobile Home Park

BACKGROUND/PROPOSAL

The Millet Village Mobile Home Park has requested the Town of Millet provide a quote to sand the streets in Millet Village Mobile Home Park when needed in the winter months.

Council has rescinded our Custom Work Policy in an effort to feed local contractors work and minimize the workload to our employees.

For Council's consideration, the rate per ton of sand ranges from \$130 - \$185/ton. Considering the trailer park has previously requested additional sand, we would be looking at two to three yards of sand. Using the \$185/ton would work out to be \$366.30 per trip. If Council is wanting the Town to provide this service, it would be recommended to charge \$500.00/trip.

RECOMMENDATION

That Council direct Administration to advise the Millet Village Mobile Home Park to source other options for the sanding of their streets as we no longer have a Custom Work Policy.



**TOWN OF MILLET
REQUEST FOR DECISION (RFD)**

Meeting: Regular Council Meeting
Meeting Date: August 18, 2021
Originated By: Lisa Schoening, CAO
Agenda Item: 11.4 Waiver of Rental/Deposit Fees – Millet Fire Department

BACKGROUND/PROPOSAL

Millet Fire Department has requested a waiver of rental and deposit fees for the annual Christmas Party to be held in the Community Hall on November 26th, 2021.

COSTS

\$350.00 + GST for all day rental	\$350.00 + \$17.50 = \$367.50
\$300.00 Damage Deposit	<u>\$300.00</u>
	\$667.50

RECOMMENDATION

That Council waive the damage deposit and rental fee of the Community Hall for the Millet Fire Department annual Christmas party to be held on November 26th, 2021.



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: August 18, 2021
Originated By: Lisa Novotny, Director of Development and Infrastructure
Agenda Item: 11.5 On-line Cemetery Data

BACKGROUND/PROPOSAL

One option available to the Town as part of the implementation of WebMap is the online graphical representation of cemetery data.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

There are several advantages of putting cemetery data on-line. As WebMap is online, it provides 24/7 access to Millet's cemetery data all over the world. The data can also be managed through the on-line system which then stores this information in the cloud and if there were ever to be a fire it would not be impacted.

COSTS/SOURCE OF FUNDING

There would be some one-time staff cost to go through the cemetery data and ensure it's data integrity. The second portion of the expense would be to draw the cemetery maps and import the data on-line at an estimated cost of \$5,000. The estimated total cost for this project would be \$8,000.

RECOMMENDED ACTION:

That Council reallocate \$8,000.00 from the Cemetery development capital budget to fund this project.



Burial Name	NOVOTNY, TRENT
Sub Plot Status	Reserved
Sub Plot Number	A
Sub Plot Type	ND
Headstone or Marker	
Internment Number	0
Liner Code	
Date Of Birth	
Burial Age Description	
Burial Age	0
Death Date	
Funeral Date	
Burial Date	
Funeral Director	
Marital Status	
Sex Designation	
Time Of Funeral	0
Burial Time	0
Additional Info 1	
Additional Info 2	
Additional Info3	
Additional Info 4	
Special Designation	
Last Updated Date	20080904
User Id	MROBBINS
Monument Responsible Name	
Monument Responsible Address	
Monument Responsible Phone	
Monument Responsible Email	
Image 1	
Image 1 Date	
Image 2	
Image 2 Date	
Image 3	
Image 3 Date	
Image 4	
Image 4 Date	

Plots



Plot	21
Subdivision	J
Block	14
Plot No	2-J-14-21
Subplot	A
Burial Count	1
Reserved Count	0
Available	No
Plot Status	Current
Cemetery Name	Wetaskiwin Memorial Cemetery

Burial Information

Burial Name	DOUPE, MYRTLE
Sub Plot Status	Body
Sub Plot Number	A
Sub Plot Type	ND
Headstone or Marker	
Internment Number	124-2012
Liner Code	Concrete
Date Of Birth	
Burial Age Description	YEARS
Burial Age	76
Death Date	3/18/2012
Funeral Date	3/23/2012
Burial Date	3/23/2012
Funeral Director	BAKER FUNERAL CHAPEL
Marital Status	MARRIED
Sex Designation	FEMALE
Time Of Funeral	0
Burial Time	200
Additional Info 1	
Additional Info 2	
Additional Info 3	
Additional Info 4	
Special Designation	
Last Updated Date	20120326
User Id	MROBBINS
Monument Responsible Name	
Monument Responsible Address	
Monument Responsible Phone	
Monument Responsible Email	
Image 1	
Image 1 Date	Aug 18, 2015
Image 2	
Image 2 Date	
Image 3	
Image 3 Date	
Image 4	
Image 4 Date	
Plot No	2-J-14-21
Plot	21
Block	14



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: August 18, 2021
Originated By: Mitch Newton – Manager of Enforcement / Safety Services
Agenda Item: 11.6 Engine Retarder Brake Signs

BACKGROUND/PROPOSAL

Residents of Moonen Heights have recently contacted administration regarding the use Engine Retarder Brakes on Highway 616 (45th Avenue) when entering town. Administration contacted Alberta Transportation on information regarding the use and advised that concerns can be addressed through a bylaw, but the government discourages the practice.

Concerned citizens and local governments occasionally raise issues regarding the noise levels of engine retarder brakes from heavy trucks. When noise problems become persistent and affect many residents, signs may be placed on a highway, asking drivers to refrain from using their engine retarder brakes. Since truck drivers often rely on engine brakes in controlling their vehicles, the information sign is only allowed where there are no safety implications as a result of displaying the sign along the highway.

Engine retarder brakes are used in many heavy trucks as a supplement to the vehicle's service brakes. The principle behind the engine retarder brake is that it changes the action of the exhaust valves, turning the engine into an air compressor. Engine brakes use the characteristics of the diesel engine to produce a significant amount of drag through the vehicle's drive train to the wheels. This allows the service brakes to stay cool and ready for emergencies. Engine retarder brakes provide increased driving safety in normal and difficult weather and road conditions, including ice, snow and wet or gravel road surfaces. For this reason, the government discourages the practice of installing signs. (Sign requests would be reviewed and then purchased and installed from the Alberta Government)

There is currently no provincial legislation to regulate the use of retarder brakes along provincial highways, or law regarding the noise of use.

COSTS

\$1,250.00 - \$1,500.00 Per Sign

\$5,000.00 - \$6,000.00 for Four Signs

RECOMMENDATION

- That Council accepts as information
- That Council directs administration to move forward with a bylaw change and request Alberta Transportation for sign installation.



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: August 18, 2021
Originated By: Lisa Schoening
Agenda Item: 11.7 Millet Fire Department Truck Placement

BACKGROUND/PROPOSAL

The old Fire truck, located currently at the Public Works shop, is the first fire truck in Millet.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The veterans would like to raise money to have this truck restored and place as a historical monument in Town. They had originally asked to have it placed north of the museum but at the August 12th meeting the veterans inquired about the small grassed area just east of the fire hall.

RECOMMENDATION

That the Millet Fire Department is granted permission to place the truck on the east side of the fire hall.