



**REGULAR COUNCIL MEETING AGENDA
TOWN OF MILLET
MCC - Community Hall**

**Wednesday, January 26th, 2022
5:30 p.m.**

1.0 CALL TO ORDER

2.0 OPEN MICROPHONE (Maximum 15 minutes)

3.0 PUBLIC HEARING

4.0 ADDITIONS AND ADOPTION OF AGENDA

5.0 ADOPTION OF MINUTES

5.1 January 12th, 2022 - Regular Meeting of Council

6.0 DELEGATIONS

6.1 CRSWSC – Plaque Presentation the late Mayor Wadsworth

7.0 REPORTS

7.1 Tax Aging Analysis

8.0 BYLAWS

8.1 2022-01 Cemetery Bylaw

9.0 **AGREEMENTS** - None

10.0 **CORRESPONDENCE** - None

11.0 **NEW BUSINESS**

11.1 Request for Decision – Fee Utility Waiver Sam Abilmona

11.2 Request for Decision - JEDI Strat Planning

11.3 Request for Decision - Public Sand/Salt Access

12.0 **CLARIFICATION OF AGENDA**

13.0 **CLOSED SESSION**

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 – MIB

13.2 Land – Lakeside

13.3 Land - Jedi

14.0 **ADJOURNMENT**



REGULAR MEETING OF COUNCIL
TOWN OF MILLET
VIA ZOOM
Access Code #Meeting ID: 846 1512 5558
Passcode 119483
January 12, 2022
5:30 p.m.
Via zoom

PRESENT:

MAYOR	Doug Peel
COUNCILLORS	Marlene Alberts-Wadsworth Rebecca Frost Gerdie Hogstead Mathew Starky Charlene Van de Kraats Mike Bennett
C.A.O.	Lisa Schoening
DIRECTOR OF INFRASTRUCTURE	Lisa Novotny
DIRECTOR OF FINANCE	Annette Gordon
OFFICE MANAGER	Joyce Vanderlee
PRESS	Christina Max (audio only)
GALLERY	Melanie Cheek

1.0 CALL TO ORDER:

The meeting was called to order by Mayor Peel at 5:30 p.m.

2.0 OPEN MICROPHONE: NONE

3.0 PUBLIC HEARINGS: NONE

COUNCIL MEETING

JAN 26 2022

ITEM # 5.1

4.0 ADDITIONS, DELETIONS AND ADOPTIONS OF AGENDA:

Res # 001/22	<p>Moved by Councillor Frost that the following items are hereby added to the agenda and further that the agenda is hereby adopted, as amended.</p> <p>8.3 Temporary Borrowing Bylaw 11.4 AG Society Fortis Sign</p>
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*CARRIED*5.0 ADOPTION OF MINUTES:

Res #002/22	<p>Moved by Councillor Bennett that the December 15th, 2021, Regular Meeting of Council Minutes are hereby approved, as presented.</p>
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*CARRIED*6.0 DELEGATIONS: Millet in Bloom – Melanie Cheek

Member MIB attended to ask council to consider office space and storage for MIB.

7.0 REPORTS: None8.0 BYLAWS:

8.1 2022-01 Cemetery Bylaw (first reading)

Res #003/22	<p>Moved by Councillor Frost that Bylaw 2022-01 be given the first reading as amended.</p>
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CARRIED

8.2 2022-02 Water and Sewer Bylaw

Res #004/22	<p>Moved by Councillor Starky that Bylaw 2022-02 be given the first reading.</p>
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CARRIED

Res #005/22	<p>Moved by Councillor Bennett that Bylaw 2022-02 be given the second reading.</p>
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CARRIED

Res #006/22	<p>Moved by Councillor Van de Kraats that permission is hereby granted for the presentation of Bylaw 2022-02 for all three readings at this meeting.</p>
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CARRIED UNANIMOUSLY

Res #007/22	<p>Moved by Councillor Bennett Bylaw 2022-02 be given the final reading</p>
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CARRIED

8.3 2022-03 Temporary Borrowing Bylaw

Res #008/22	Moved by Councillor Van de Kraats that Bylaw 2022-03 be given the first reading.
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CARRIED

Res #009/22	Moved by Councillor Bennett that Bylaw 2022-03 be given the second reading.
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CARRIED

Res #010/22	Moved by Councillor Starky that permission is hereby granted for the presentation of Bylaw 2022-03 for all three readings at this meeting.
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CARRIED UNANIMOUSLY

Res #011/22	Moved by Councillor Hogstead Bylaw 2022-03 be given the final reading
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9.0 AGREEMENTS: NONE10.0 CORRESPONDENCE: NONE11.0 NEW BUSINESS:

11.1 Request for Decision – Public Sand and Salt Access

Res #012/22	Moved by Councillor Frost that administration price out sand and boxes to store the sand and submit quotes to council for decision.
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CARRIED

11.2 Request for Decision – Show and Shine Insurance

Res #013/22	Moved by Councillor Starky that the Town will continue to carry the insurance for the Show and Shine.
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CARRIED

11.3 Request for Decision – Community Hall Waiver AG Society

Res #014/22	Moved by Councillor Hogstead that the AG Society be granted permission to host pickleball in Community Hall on Monday Nights and that Council waive the fees associated with rental.
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DEFEATED

11.4 Request for Decision – Fortis Sign AG Society

Res #015/22	Moved by Councillor Frost that permission be granted to hang the Fortis advertising sign on the wall at the Millet Agriplex and the revenue of \$1,000 for 2022 can be put toward the new sound system at the Agriplex and further that any future revenue from the sign be brought back to Council for consideration.
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*CARRIED***12.0 CLARIFICATION OF AGENDA: NONE***Christina Max left meeting at 6:37 pm**Director of Finance left meeting at 6:37 pm**Council took a 5 minute recess*

Res #016/22 Adjournment	Moved by Councillor Van de Kraats that the Regular Council Meeting temporarily adjourn, and Council sit in Closed Session to discuss Items 12.1 and 12.2, pursuant to Sections 23 (1)(a), Section 27 (1)(a) and Section 24 (1)(a) of the Freedom of Information and Protection of Privacy Act, at 6:42 p.m.
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*CARRIED***13.0 CLOSED SESSION:**

13.1 Land MIB

Res #017/22 Reconvene	Moved by Councillor van de Kraats that the Regular Council Meeting reconvene from Closed Session at 7:25 pm.
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*CARRIED***14.0 ADJOURNMENT:**

The meeting was adjourned at 7:42 p.m.

THESE MINUTES ADOPTED BY COUNCIL THIS ___th DAY OF JANUARY 2022._____
MAYOR_____
CHIEF ADMINISTRATIVE OFFICER



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

Meeting: Council Meeting
Meeting Date: January 26 2022
Originated By: Joyce Vanderlee
Agenda Item: Plaque Presentation in Honor of Late Mayor Tony Wadsworth

BACKGROUND/PROPOSAL

CRSWSC will be in attendance to present council with a Bronze Plaque in Memory of the Late Mayor Tony Wadsworth, who was a valued CRSWSC Board Member.

The presentation will be made by the following delegates:

CRSWSC - Chair Mayor Bill Daneluik

Commission - Manager Shawn Olson

Commision - Operations Manager Rick Sereda

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

RECOMMENDATION

COUNCIL MEETING

JAN 26 2022

ITEM # 6.1

tax aging analysis
Excluding auto pay

	Current outstanding	One Year outstanding	Total outstanding
Dec 2019	173,057.74	66,430.93	304,621.07
Dec 2020	191,777.72	81,663.31	384,187.92
Dec 2021	76,096.07	33,007.08	178,177.97

Analysis:

We have fully recovered in our tax collection from COVID-19 and have a better collection than pre-pandemic. Our methods to increase tax collection have had some measurement of success.

COUNCIL MEETING

JAN 26 2022

ITEM # 7.1



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

Meeting: Regular Council Meeting
Meeting Date: January 26, 2022
Originated By: Lisa Novotny, Director of Development and Infrastructure
Agenda Item: Bylaw 2022-01 Cemetery Bylaw

BACKGROUND/PROPOSAL

The Town of Millet is responsible for the Millet Community Cemetery’s plot sales, plot preparation and maintenance. The standards and fees for this bylaw were previously established by Bylaw 2012-03 but they are no longer covering the cost of providing this service. Bylaw 2022-01 has been prepared to address these concerns.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

A comparison of cemetery costs has been provided as Schedule A as attached. As highlighted by the report, the current fees are significantly lower than those of other communities. The proposed fees are highlighted at the bottom of the summary.

Year	Full Plot Sales	Full Plot Open\Close	Cremaains Plot Sales	Cremaains Open\Close
2021	10	3	4	8
2020	1	3	3	9
2019	8	5	3	12
2018	5	4	3	8
2017	0	2	2	4
2016	5	1	3	5
2015	13	2	7	6
Mean	6.0	2.9	3.6	7.4

As per Council’s request, the bylaw reflects the implementation of a graduated fee increase with 50% of the proposed increase occurring when the bylaw comes into force and the remaining increase as of January 1, 2023.

COUNCIL MEETING

JAN 26 2022

ITEM # 8.1

COSTS/SOURCE OF FUNDING

Historically the cost of operating and maintaining the cemetery has been subsidized by the tax base. The proposed rate increases along with when applied to the median plot sales and open/close fees as shown above would achieve cost recovery provided those quantities are obtained.

RECOMMENDED ACTION:

That Council give second reading to Bylaw 2022-01.

That Council give third and final reading to Bylaw 2022-01.

**TOWN OF MILLET
IN THE PROVINCE OF ALBERTA
BYLAW NO. 2022-1**

A bylaw of the Town of Millet to establish the provisions of the maintenance, management and operation of the Millet Community East Cemetery and Millet Community West Cemetery.

WHEREAS, the Cemeteries Act, R.S.A. 2000, Chapter C-3, as amended grants municipalities the authority to establish a cemetery bylaw;

AND WHEREAS, Council for the Town of Millet desires to establish a Bylaw governing the operation of the Cemeteries.

NOW THEREFORE, pursuant to the provisions of the Municipal Government Act, Council of the Town of Millet, duly assembled, enacts as follows:

PART 1: DEFINITIONS:

In this bylaw as defined;

“Act” refers to the Cemeteries Act, RSA 2000 as amended from time to time.

“Burial Containers” means a burial vault or grave liner commonly used in “traditional,” full-service funerals.

“Burial Permit” means a burial permit issued under the *Vital Statistics Act*.

“C.A.O.” means Chief Administrative Officer for the Town of Millet.

“Cemetery” means land that is set apart or used as a place for the burial of dead human bodies or other human remains or in which dead human bodies or other human remains are buried.

“Cremation Plot” Means a single burial plot for the placement of human remains that have been cremated.

“Grave Plot” sometimes referred to as a burial or funeral plot, is the spot where a body is laid to rest in the ground.

“Interment” refers to the burial or placement of human remains or remated human remains in a grave site.

“Indigent Person” refers to an unclaimed body, or body of a destitute person as set out in the Cemeteries Act.

“Monument” means any permanent structure or headstone that is positioned level with or above ground level for memorial purposes.

“Owner” means the Town, who owns, controls, or manages a cemetery, crematory, columbarium, or mausoleum.

“Perpetual Care” means the preservation, improvement, embellishment, and maintenance in perpetuity and in a proper manner of the cemetery and grounds.

“Purchaser” means a person who receives burial rights of the assigned grave plot transferred by the Town.

“Town” means the Corporation of the Town of Millet, its Officers, Officials or agents which are the owners of the cemetery lands.

PART 2 - LAND DESCRIPTION

The following lands are hereby known and shall be retained for the sole purpose of a public cemetery to be known as:

The Millet Community East Cemetery which is legally described as:

East Half of SE-29-47-24-W4 containing two (2) acres, more or less
Title #187V72

The Millet Community West Cemetery which is legally described as:

West Half of SE-29-47-24-W4 containing two (2) acres, more or less
Title #187V72

PART 3 - GENERAL

- 3.1 The Town shall be responsible for the operation and maintenance including, but not limited to, the selling of plots, collection of fees, maintenance of records, and maintenance of the Cemetery grounds.
- 3.2 The Town assumes no liability or responsibility for loss of or damage to any Monument, marker or part thereof or any article of any type that may be placed on the plot.

PART 4 - SALES, REFUNDS AND TRANSFER OF BURIAL PLOTS

4.1 Grave Plot Sizes.

The Millet Community East Cemetery

Description	Width	Length
Standard Grave Plot	1.2m (4')	2.7m (9')
Baby Grave	0.6m (2')	0.9m (3')
Medium Grave	1.5m (5')	1.37m (4')
Cremation Plot	0.6m (2')	0.6m (2')

The Millet Community West Cemetery described as follows:

Description	Width	Length
Standard Grave Plot	1.5m (5')	2.7m (9')
Cremation Plot	0.76m (2.5')	0.6m (2')

- 4.2 All burials are to be made within the confinement of one single grave plot.
In a Standard Grave Plot there shall be no more than:
 - One (1) full body casket, or
 - One (1) full body casket and two (2) cremation urns/containers therein after, or
 - Four (4) cremation urns/containers, no casket
 -In a Cremation Plot there shall be no more than:
 - One (1) cremation urn/container
- 4.3 The Town shall manage all sales of plots within the Cemeteries and shall account for all money received. Fees will apply as established in Schedule "A" for the purchase of each grave plot in addition to a perpetual care fee.
- 4.4 The Town shall issue a deed for the purchase of a grave plot and keep records of the name or names that the lot is reserved for. Records shall be kept of such persons buried in any plot together with the date of said burial(s).
- 4.5 No purchaser of the burial rights of any plot in the said Cemeteries shall sell, assign, or dispose of, without the consent in writing by the Town, of such sale, assignment, or disposition. Upon the filing with the Town of a transfer, a fee will apply as established in Schedule "A," the Town shall issue a new certificate / deed indicating the change of the purchaser. Immediate family members (father, mother, grandparents, and siblings) may transfer the grave plot to each other at no additional fee upon written request to the Town.

- 4.6 When a destitute or indigent person dies, the Community and Social Services is responsible for the cost of burial or other disposition of that person's body.

PART 5: RECOVERY OF BURIAL PLOTS / INTERMENT SPACE

- 5.1 The Purchaser of the plot may redeem the burial rights and cancel the certificate/deed of ownership back to the Town. The calculation for the resale price will be in accordance with Part 1, Section 25(b) of the Cemetery Act and Section 2 of the Cemetery Act Regulations which shall be an amount representing at least 85% of the market value of the lot at the date of resale less any other expenses that may have occurred.
- 5.2 If no burial has taken place within the period of 75 years from date of purchase the monies paid by the purchaser shall be forfeited to the Town, the deed will expire, and the plot reverts to the Town for resale.
- 5.3 Wherever a grave plot shall become vacant by disinterment of a body or bodies therein, that portion of land shall revert back to the Town without refund to the Purchaser.
- 5.4 The following provision of the Province of Alberta, Cemeteries Act, RSA, Alberta 2000, C-3 shall apply to the conditions set out herein:
Section 18(3) an order under subsection (2) is subject to the condition that if the purchaser from whom the interment space is revested, or that purchaser's personal representative, subsequently claims the interment space, the owner will
(a) pay to that purchaser an amount equal to the current market value of the revested interment space, or
(b) provide to that purchaser another interment space that is equal in value to the current market value of the revested interment space.

PART 6 - INTERMENTS

- 6.1 The Town shall be responsible for the opening and closing of each grave plot.
- 6.2 The Town shall not authorize the opening and closure of any grave plot by any method in the cemeteries until;
- All necessary forms attached to this Bylaw have been fully completed and signed by the person or persons authorized to do so
 - Burial Permit issued by an official of the Province of Alberta.
 - Cremation certificate if available
 - Record of certificate/deed by purchaser or authorized person or persons
 - Fees and charges related to the opening and closure are paid in full.
- 6.3 No more than one person shall be buried in the same casket except in a case of a mother or a father and their infant child or siblings under the age of six; and except when two sets of ashes are placed a single urn or container.
- 6.4 The Town accepts no responsibility for error or misunderstanding that may arise when interment request is ordered by telephone.
- 6.5 Location of interment shall be designated at the time of plot purchase or request for an open and close of grave lot.
- 6.6 Interment of any body other than a human being is prohibited. No person shall bury a human body or human remains within the limits of the Millet Cemeteries except as designated by and in accordance with the provisions of this bylaw.
- 6.7 Application for interments shall be a minimum of forty-eight (48) hours notice from May 1st to October 31st, and at least seventy-two (72) hours notice from November 1st to April 30th, excluding weekends and statutory holidays, except in extenuating circumstances and at the discretion of the Town.
- 6.8 Concrete grave liners or burial vaults must be used for all burial except for cremation burials.
- 6.9 Concrete grave liner must be totally buried, and the highest point of the liner cannot be less than two feet (0.6 meters) below the soil surface.

- 6.10 The funeral home or their representative, in acting in their capacity as agent for the deceased's family, shall be responsible for lowering the grave liner, burial vault, or casket and shall remain in attendance until the grave liner or burial vault is sealed.

PART 7 - DISINTERMENTS

- 7.1 The Town will take no responsibility for any disinterment or removal of a body.
- 7.2 Time and date of a disinterment shall be at the discretion of the Town.
- 7.3 No disinterment will be allowed without the consent in writing of a surviving relative or legal representative of the person whose body is to be disinterred or removed. Also required is a document in the form of an official permit signed by the Department of Vital Statistics.
- 7.4 Before disinterment is allowed for remains of a person who died from a contagious disease, a permit shall be obtained from the Provincial Board of Health and presented to the Town.
- 7.5 A disinterment must be arranged and completed by a Funeral Home under the supervision of the Town. All cost incurred shall be the responsibility of the family or agent, including the cost of a new grave liner if required.

PART 8 - MONUMENTS / GRAVESTONES / MEMORIALS

- 8.1 Monuments installed shall be subject to approval by the Town. When any Monument, gravestone or memorial of any kind is to be removed, for any purpose, including any inscription to be made or cleaning done, prior permission shall be obtained from the Town.
- 8.2 Memorials in the Cemeteries are to be inscribed with such lettering as may be desired, provided such inscription is in keeping with the dignity of the Cemeteries.
- 8.3 The Town shall not be responsible for any errors resulting in Monument design or the inscription on the face being inaccurate.
- 8.4 Inscriptions shall be of sufficient depth and quality so as to be legible for great lengths of time. Metal plaques which oxidize and deteriorate will not be permitted.
- 8.5 Monuments shall be constructed of stone, and of such a type that has a high resistance to weathering and erosion.
- 8.6 All memorials must be kept in proper repair; the Town may notify the owner of the memorial if damaged or in a state of repair. It will be the responsibility of the owner to make arrangements to repair the memorial in a suitable condition.
- 8.7 The Town shall not be responsible to anyone claiming loss, damage, defacement or destruction of any private property or any article placed or left on or in the said Cemeteries.
- 8.8 The Town may request the plot purchaser or persons responsible to remove articles, things or materials which may cause harm to others or be deemed to be dangerous, unsightly or unacceptable within 30 days of notice. Subject to failure to comply, or the neglect or refusal to remove same, the Town may cause the same to be removed without incurring any liability to the cemeteries or their servants.
- 8.9 All grave lots shall have an identification marker within 6 months after interment.

PART 9 - INSTALLATION / PLACEMENT OF MONUMENTS

- 9.1 Prior to erecting or restoring a Monument, all contractors or individuals must first obtain an appropriate permit from the Town.
- 9.2 The Town may refuse the placement of any proposed Monument should it be determined that the proposed Monument is not appropriate for placement in the Cemetery or otherwise does not conform to these regulations.

- 9.3 Monuments must be placed on that portion of the plot undisturbed by excavation and must be in line with the other monuments in that section of the Cemetery.
- 9.4 No one shall, in the Cemeteries themselves, solicit orders for monuments, monumental work, curbing, or for the undertaking of any services in connection with the upkeep of burial plots.
- 9.5 Any Monument installed that does not comply with this bylaw shall be removed by the Town and shall only be returned to the owner thereof after payments of incurred costs are received.
- 9.6 All costs of construction, erection and installation of any Monument or vases shall be borne by the person requiring the work in the cemeteries. All work shall be done in a workmanlike manner as approved by the Town.
- 9.7 Heavy loads will not be allowed to enter the Cemetery when the roadways are unfit to do so. If damages occur through the hauling or conveying of heavy materials that may be used for the construction of any Monument or other structure, and repairs must be, or ordered to be, undertaken by the Town, all costs of such repairs shall be charged to the lot Purchaser or firm having caused the damage.
- 9.8 Persons erecting Monuments shall ensure that such Monuments are firmly secured to the foundation and that the foundation is adequate to carry that Monument.
- 9.9 In erecting or placing memorial work upon a grave plot, the person(s) in charge of the work shall conform to the following:
- a) Convey, transport, place and keep all materials, implements and equipment while in the Cemetery as directed by the Town.
 - b) Carry out such work under the general supervision of the Town, and in such a manner as not to interfere in any way with abutting or adjoining plots.
 - c) Remove all masonry litter, rubbish or refuse leaving the lot in a clean, tidy and proper condition. In the event of failure, neglect or refusal to do so, the Town may cause same to be done and charge the cost incurred to the plot owner or other persons responsible.
 - d) All work of any kind shall be discontinued from the time of a burial service or hearse enters the Cemetery gates to the time the hearse and mourners are out of the Cemetery.

PART 10 - MONUMENT SIZE RESTRICTIONS

- 10.1 Millet Community East Cemetery:
 Monument size restrictions are as follows:
 Size restrictions include a 6" base
 Flat Markers
 maximum length 36" per grave
 maximum width 24" per grave
 Granite Markers minimum thickness is 2" and maximum of 4"
 Cremation Plot
 maximum length 24" per grave
 maximum width 24" per grave
- 10.2 The Millet Community West Cemetery:
- Grave covers will not be permitted.
 - All monuments must be placed on concrete runner (headstone footing) as provided.

See Schedule "B" monument diagram that is attached and forms part of this bylaw.

PART 11 - PERPETUAL CARE

- 11.1 Perpetual Care Fee(s) must be included at time of grave plot purchase, see schedule "A".
- 11.2 Perpetual Care Fee(s) will be charged for each cremation urn/container being placed in an already occupied plot and shall be paid at the time of opening and closing.

- 11.3 When a grave plot is sold or given back to the Town, the Perpetual Care Fee shall not be refunded and may be charged to future purchasers.

PART 12 - TREES / FOLIAGE / DECOR

- 12.1 No trees, shrubs, plants, flowers or any other living thing intended for growth shall be planted, seeded, grown or maintained on any plot or near any plot.
- 12.2 No person shall erect a fence or enclosure of any kind around any grave plot or part thereof.
- 12.3 Permanent planting of trees, shrubbery or any type of foliage within the Cemetery shall be the sole right and duty of the Town of Millet.
- 12.4 Any and all existing trees, foliage and other plants in the Cemetery shall be the property of the Owner of the Millet Cemeteries and not the plot Purchaser.
- 12.5 No person shall tamper with or remove any flowers, plants, trees, shrubs, monuments or other structures located within the Cemetery.
- 12.6 No person shall mishandle any monument, fence or other structures belonging to the Cemetery.
- 12.7 If any trees, shrubs, plants that are growing or situated on any plot shall, in the opinion of the Town, become in any way detrimental to adjacent plots, walks, and/or driveways or otherwise prejudicial to the general appearance of the Cemetery, or otherwise considered to be dangerous or inconvenient to the public, the Town shall have the right to enter upon the said plot and remove the said trees, shrubs, plants or such parts thereof. The Town may remove or prevent the placing of any stand, holder, vase or other receptacle for flowers or plants.
- 12.8 With the exception of the day of interment, all artificial or cut flowers must be placed in a permanent container that is affixed to the Monument or base of the Monument. No container shall be attached to the concrete sidewalk. Maximum height shall be twenty (20) inches from the top of the sidewalk to the top of the container.
- 12.9 Cut flowers shall be removed from plots by the Town as soon as they become wilted or unsightly. Persons wishing to retain same must remove them within forty-eight (48) hours after interment.
- 12.10 Artificial flowers shall be allowed providing they do not become unsightly or a significant maintenance problem.

PART 13 - TRAFFIC

- 13.1 All vehicles and funeral processions must use the main gate to gain access to the Cemetery and must travel at a speed no greater than ten (10) kilometer per hour, and only upon the roadways provided for vehicular traffic.
- 13.2 Within the Cemetery, all persons shall drive a vehicle at a moderate rate of speed no greater than ten (10) kilometers per hour. No turning around or backing up is permitted on any roadway that directs traffic in a one way direction.
- 13.3 No person shall be permitted to drive, ride, park or operate any all-terrain vehicles, mini-bikes, snow mobiles or any off-highway vehicle within the cemeteries.

PART 14 - REGULATIONS

- 14.1 Funerals, while within the Cemetery grounds, shall be under the control of the Town and the undertaker shall be responsible for conduct of the actual proceedings and ceremony.

- 14.2 All persons walking in the Cemetery shall take reasonable precautions to keep to paths and walkways and shall take reasonable precautions not to walk upon or across any plot except for maintenance operations.
- 14.3 No person shall disturb the quiet and good order of the Cemetery by noise or other improper conduct.
- 14.4 No person shall discard rubbish within the Cemetery except in receptacles provided.
- 14.5 No sporting activities shall be permitted within the Cemetery.
- 14.6 Persons carrying firearms are prohibited from entering the Cemetery except in the case of a military funeral.
- 14.7 The Town shall have the right to prohibit the entry of any person or persons who do not have related business at the Cemetery. A person may be requested to identify themselves and state their reason for attendance: if in breach of this bylaw, he or she may be denied access or asked to depart the Cemetery grounds. No person shall remain within the cemeteries during hours of darkness unless authorized by the Town.
- 14.8 No animals shall be brought into or permitted within the said Cemetery unless used for a medical order.
- 14.9 No person shall solicit business within the Cemetery nor place upon any Monument that is erected depicting the name of the monument dealer or manufacturer or any type of insignia or trademark.
- 14.10 Any complaints must be made in writing to the Town and signed by the party making the complaint in order to be addressed.
- 14.11 Any notice required to be given under the provisions of this bylaw may be given by the Town serving the notice personally or by registered mail at the post office within the Town. The envelope will be addressed to the recipient's last known place of residence. For the purpose of this requirement, a Purchaser shall be responsible for providing a personal delivery or mailing address to the Town that is applicable to them and current at all times and to which any communication or notice hereunder can be given.

PART 15 - ENFORCEMENT

- 15.1 A person who contravenes a provision of this Bylaw is guilty of an offence and is liable on summary conviction to a fine not exceeding two hundred (\$200.00) dollars exclusive of cost or in the case of non-payment of the fine and cost imposed, imprisonment for not more than sixty (60) days.

PART 16 – LIABILITY

- 16.1 In the event of any error in the description or sale of any grave plot during a transfer to the Purchaser, neither the Purchaser nor anyone claiming under him/her shall have any claim for compensation, loss or damage, therefrom or by reason of anything arising out of, or in connection therewith, against the Town, except for refund of any money paid to the Town for another grave plot or plots as the case may be, of equal cost, if available.

PART 17 - REPEAL

- 17.1 Bylaw 2012-03 is hereby repealed

PART 18 - EFFECTIVE DATE

18.1 AND FURTHER THAT this bylaw shall take effect on the date of third and final reading

READ a first time this _____ day of _____, 2021

READ a second time this _____ day of _____, 2021

READ a third and final time this _____ day of _____, 2021

MAYOR

CHIEF ADMINISTRATIVE OFFICER

PART 18 - FEE SCHEDULE "A"

Description of Fee	Fees as of Bylaw Approval	Fees as of January 1, 2023
Grave Plot Fee	\$500	\$700
Cremation Plot Fee	\$300	\$500
Perpetual Care Fee	\$125	\$150
Open and Close Grave Plot	\$312.50	\$500
Open and Close Cremation Plot	\$212.50	\$300
Transfer of Burial Rights	\$50	\$50
Permit to erect Monument	\$25	\$50

Additional Fees

Additional fees are charged over and above the standard fees identified above.

Opening and closing of a grave plot outside of business hours or during winter November 1 thru April 30, Monday to Friday 8:30 am to 4:00 pm \$450.00

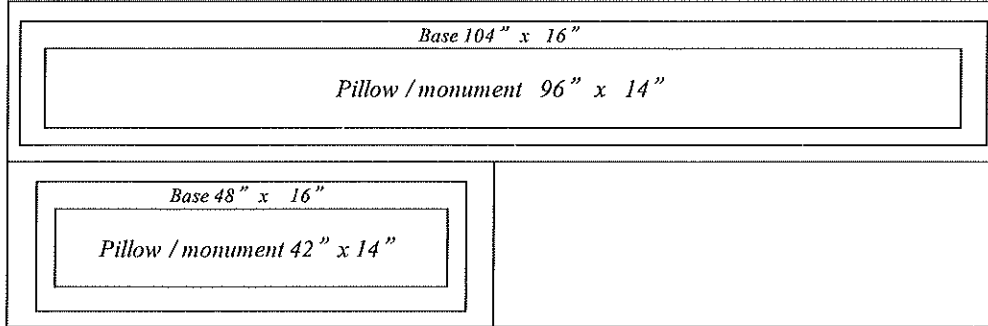
Opening and closing of a cremains plot outside of business hours or during winter November 1 thru April 30, Monday to Friday 8:30 am to 4:00 pm \$200.00

All prices listed above are subject to GST.

PART 19 - SCHEDULE "B"

Millet Community West Cemetery
 Showing the Concrete Runner for Monument Placement of 4 Burial Plots

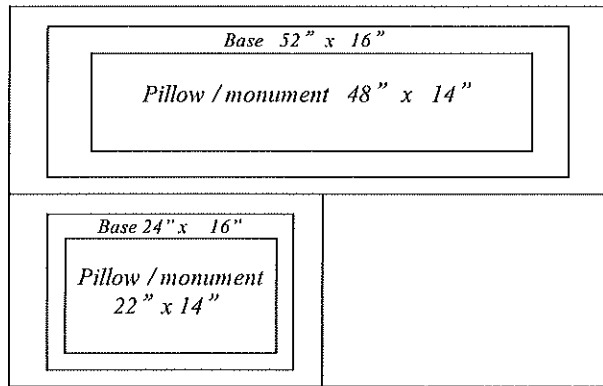
*Double Monument Cement Runner
 (Side by Side 2 Full Burial Plots)
 120" x 18"*



Single Cement Runner 60" x 18" Single Cement Runner 60" x 18"

Double monument – Maximum Size	Base 104" L x 16" W Pillow / Monument 96" L x 14" W
Single monument – Maximum Size	Base 48" L x 16" W Pillow / Monument 42" L x 14" W
Maximum Base thickness	Up to 6"
Maximum Height Including Base	Upright Monuments 36" Pillow Monument 16"

Cremation Monuments
 Double Monument Cement Runner
 (Side by Side 2 Cremation Burial Plots)
 60" x 18"



30" x 18" 30" x 18"

Single Monument Cement Runner

Double monument – Maximum Size	Base 52" L x 16" W Pillow / Monument 48" L x 14" W
Single monument – Maximum Size	Base 24" L x 16" W Pillow / Monument 22" L x 14" W
Maximum Base thickness	Up to 6"
Maximum Height Including Base	Upright Monuments 30" Pillow Monument 16"



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

Meeting: Regular Council Meeting
Meeting Date: January 26, 2022
Originated By: Lisa Novotny, Director of Development and Infrastructure
Agenda Item: Request for a Utility Waiver, 5011 – 47 Avenue

BACKGROUND/PROPOSAL

A request has been received from Mr. Abilomina regarding an extension of to his waiver of utility fees for 5011 – 47 Avenue until December 31, 2022. This property has been under construction since 2016 and the first waiver of utility fees was granted in April 2019. The waiver has been extended since then.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The waiver of the fees has been in place for three years already. Regardless of if a property is being used, there is still a cost to have services to the property line and maintain that service. It is the recommendation of Administration that the waiver not be granted for 2022 as it is not equitable to other property owners paying basic fees.

COSTS/SOURCE OF FUNDING

The following table shows the total of the fees waived:

Year	Amount
2019	\$773.75
2020	\$1,012.50
2021	\$1012.50
Total	\$2,798.75

RECOMMENDED ACTION:

That Council does not approve the waiver of utility fees for 5011 – 47 Avenue for 2022.

COUNCIL MEETING
JAN 26 2022
ITEM # 11.1



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

Meeting: Council Meeting
Meeting Date: January 26, 2022
Originated By: Lisa Schoening
Agenda Item: JEDI Strat Plan

BACKGROUND/PROPOSAL

At the January 14, 2022, JEDI Strategic Planning session, JEDI's Director of Economic Development, Joan Miller, provided an overview of the activities that have taken place in the past year in relation to 2020-2023 Strategic Plan as well as a partial update of the Tactical Business Plan and the strategies and tactics contained within.

2021 marks the second year of JEDI's 2020-2023 Strategic Plan therefore the Strategic plan goals and objectives are compared to current organizational performance, as an update with the option to make small adjustments to the plan. If substantial or foundational changes are required, then the plan would be completely rewritten.

Due to JEDI's Strategic Planning Session being cut short due to time constraints, Administration is looking for input as to whether there are substantial changes that need to be made to JEDI's 2020-2023 Strategic Plan (Goals, Objectives and Strategies) or whether any substantial changes should wait and be made at the 2022 JEDI Strategic Planning Session in the Fall, 2022.

It is important to note that if substantial changes are made it would require JEDI staff to completely re-write the plan as well as delay JEDI's 2022 budget process. If the JEDI plan is re-written, another Strategic Planning Session would be necessary in order to gather input from both partner municipalities.

RECOMMENDATION

Does Council feel there are any substantial changes at this time?

COUNCIL MEETING

JAN 26 2022

ITEM # 11.2



Joint Economic
Development Initiative

2020-2023

STRATEGIC PLAN



Contact JEDI

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Wetaskiwin, Alberta T9A
2G1
Ph: 780-361-6231
www.jedialberta.com

Effective January 1, 2020 to December 31, 2023

Table of Contents

<i>Introduction</i>	2
<i>The Joint Economic Development Initiative (JEDI)</i>	3
<i>JEDI Organizational Structure</i>	5
<i>Vision & Mission Of JEDI</i>	6
<i>Economic Development Stakeholders</i>	6
<i>Target Markets</i>	7
<i>JEDI Goals & Objectives</i>	9
<i>Monitoring & Evaluating Progress</i>	12
<i>Appendix</i>	

Introduction

Economic Development, like any initiative centered on business growth, continually evaluates both existing and new business entities and plans for their long term sustainability. The ability of The Joint Economic Development Initiative to achieve this and create a successful operational strategy lies in answering these three questions:



JEDI has a defined understanding of its regional strengths and capacity and is guided by the collective goals of its municipal partners. It has created a strategy that initiates, creates and facilitates business activities that produce tangible results with its target markets and its existing regional companies. JEDI's goals & objectives not only align with the evident needs of its private and public stakeholders, but also accounts for the business environments that they operate in.

JEDI's Strategic Plan is forecasted for a four year term and reviewed through the strategic planning process described as follows:

<u>Year</u>	<u>Process</u>
0	4 year plan is presented (i.e. fall of 2019, 2020-23 strategic plan is presented)
1	Strategic plan goals and objectives are compared to current organizational performance, as an update on progress only (Fall 2020)
2	Strategic plan goals and objectives are compared to current organizational performance, as an update with the option to make small adjustments to the plan. If substantial or foundational changes are needed to be made then the plan would be completely rewritten (Fall 2021)
3	Strategic plan goals and objectives are compared to current organizational performance, as an update only (if plan had been completely rewritten in year 2, it would have reverted back to year one level- Fall 2022)
4	Strategic plan goals and objectives are compared and measured to total organizational performance over the life of the 4 year plan. New plan is written for the next 4 years (this would also be year 0 of the next plan- Fall 2023)

The Joint Economic Development Initiative (JEDI)

What is JEDI?

The Joint Economic Development Initiative (JEDI) is a dynamic economic development partnership between the County of Wetaskiwin and the Town of Millet that was created as a non-for-profit organization in 2003. It has an award-winning industrial land development cost & revenue sharing agreement with the partner municipalities, the only one its kind in the province, designed to simplify and further growth.

JEDI's objectives are the growth of industrial development, foreign direct investment and regional business retention and expansion.

It fulfills these objectives through operational activities that facilitate commerce with private and public stakeholders. Some of these activities include, but are not limited to, marketing industrial land developments, acting as an intermediary for expediting land developments, long term planning for industrial land growth with partner municipalities, acting as the "one-stop" information resource for companies looking to invest or build in the region, gaining exposure with its target markets through various mediums and events, partnering with relevant government ministries to facilitate foreign investment in the region, assisting existing regional companies with further growth, and providing the fundamental business expansion resources required by it's stakeholders.

JEDI Geographic Region & Population

Municipality	Geographic Area		Pop. 2016*
County of Wetaskiwin	3,379.12 sq.km	337,912 ha	11,181
Town of Millet	6.50 sq.km	650 ha	1,945
TOTAL	3,385.62 sq. km	338,562 ha	13,126

*Source: Statistics Canada

JEDI Regional Advantages

Location

- 30 km to Nisku, Alberta, North America's second largest industrial petroleum manufacturing park.
- Approximately 25 minutes from Edmonton International Airport (EIA)
- Immediate access to 4 major provincial highway systems (QEII, 2A, 13, 22)
- Close proximity to other city centers and their labor pools
 - City of Edmonton – 45km
 - City of Leduc – 30km
 - City of Wetaskiwin
 - City of Camrose – 40km

Affordable Serviced & Unserviced Industrial Land

- The market cost of serviced industrial land in the JEDI region is very affordable compared to the cost of industrial land in Leduc/Nisku and The City of Edmonton.
- With the joint municipal cost & revenue sharing agreement, the JEDI Region is structured for quick and expansive industrial land development.

Business Climate

- JEDI and its municipal partners have similar long term land development plans, quick and accessible development procedures and have created expedited cross over growth with the sharing agreement.
- Advanced manufacturing and technology footprint in the JEDI region with several large industrial companies servicing global customers. JEDI is the direct partner between the private sector and municipal government for current and future industrial development, business operational requirements and foreign direct investment (FDI)

Transportation Infrastructure

- Road - within the CANAMEX corridor highway and direct access to key high capacity highway systems (QEII, 2A, 22 and 13)
- Rail – CP Rail runs through the region with direct access to Port of Vancouver terminal and is 20 km away from the CP Intermodal Hub
- Air

- 25 min from Edmonton International Airport (EIA)
- Port Alberta (Canadian FTZ) located in the Edmonton International Airport with international cargo services
- Regional airport and residential airpark in The City of Wetaskiwin

JEDI Organizational Structure

JEDI Board and Management Committee

JEDI is governed by a Board of Directors made up of elected officials from the municipal partners:

1. Three Directors from the County of Wetaskiwin - Reeve and two Councillors
2. Three Directors from the Town of Millet - Mayor and two Councillors

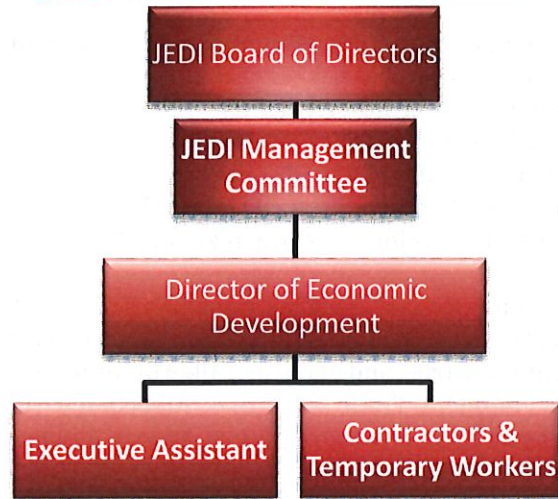
JEDI's Management Committee is responsible for management of JEDI and report directly to the JEDI Board of Directors. The Management Team consists of:

1. Chief Administrative Officer for the County of Wetaskiwin
2. Chief Administrative Officer for the Town of Millet

Director of Economic Development

Under the direction of The Board and The Management Committee, The Director of Economic Development is responsible for managing JEDI. The Director creates and implements the strategic plan and long term goals for JEDI and manages all the operational aspects of the organization. This includes establishing the operational budget, developing a marketing plan, managing the partner members, supporting The Board and The Management Committee and directing and planning the day to day operations of JEDI. The Director is supported with an Executive Assistant.

JEDI ORGANIZATIONAL CHART



Vision & Mission of JEDI

JEDI Vision Statement

"To provide cooperative and proactive leadership in attracting sustainable growth and supporting a diverse industrial base, while respecting the region's high quality of life and the environment"

JEDI Mission Statement

"The Joint Economic Development Initiative (JEDI) is a collaborative regional partnership that fosters sustainable growth for existing and prospective industrial business."

Economic Development Stakeholders

Key stakeholders of JEDI are comprised of Customers and Partners. Customers are those that directly benefit from the direct involvement with and the activities of JEDI, and Partners are those that facilitate the growth of customers with JEDI.

Customer stakeholders include:

- Foreign industrial businesses looking to invest in the JEDI region
- Industrial businesses within the JEDI region
- Land developers and Commercial Realtors
- Site selectors
- Individual and group investors assessing the JEDI region

Partner stakeholders include:

- The administration and operational departments of the partner municipalities
- Local Chambers of Commerce
- Edmonton International Airport Authority (EIA)
- Economic Developers Alberta (EDA)
- Economic Developers Association of Canada (EDAC)
- International Economic Development Council (IEDC)
- Various Regional Economic Development Organizations & Service Providers
- Educational institutions
- Federal government ministries and agencies, Canadian Trade Commissioner Service, Export Development Canada, Western Economic Diversification, Farm Credit Canada
- Provincial government ministries and agencies, Alberta Intergovernmental Relations, Alberta Economic Development, Trade & Tourism, Alberta Agriculture and Forestry, Alberta Innovates, Alberta Labour & Immigration, Alberta Advanced Education
- Foreign consulates
- Foreign and domestic business operations consultants (i.e. KPMG)
- Key industry sector organizations

Target Markets

Oil & Gas Service and Manufacturing Companies – small to mid-size

Industry Analysis & Market Trends

The Edmonton Capital Region is the upstream manufacturing base for the oil & gas industry in Alberta. The Leduc-Nisku Industrial Park, the second largest petroleum manufacturing park in North America and only 30 kilometers away from the region, holds more than 500 petroleum service and manufacturing companies. This area, Acheson Industrial Park (Parkland County) and various industrial zones in the City of Edmonton holds the majority of the upstream manufacturing sector.

In 2018 the oil & gas industry accounted for 27.9% of Alberta's GDP¹ and 6.1% of Alberta's total employment.² With the continuous growth of the Oil Sands, a forecasted capital investment of \$207 billion over the 2013-2022 period³, the manufacturing industry has a long term operational and growth projection.

The companies that experience the most growth in this sector are the small to mid-size companies that begin to acquire more market share. These companies typically occupy a 2-10 acre site and have 10-50 employees. Their growth will move to approximately 5-20 acres and 20-100 employees. As of 2018, 28.7% of Alberta oil & gas companies have 20-99 employees⁴.

¹ Statistics Canada National Economic Accounts

² Government of Alberta –2018 Industry Profiles

³ Government of Alberta

⁴ Statistics Canada – 2017 Labour Force Survey

They represent the largest relocation transactions in this sector and therefore the greatest opportunity.

Industry Business Needs

- Low cost serviced industrial land
- Close access to existing oil & gas manufacturing base
- Small to mid-sized labour supply of skilled trades
- Good logistical and transport access

Regional Capacity & Positioning

- Serviced industrial land is substantially lower than the market price of Leduc and all other Capital Region industrial areas
- 30 km away from the Leduc-Nisku Industrial park and several existing oil & gas manufacturing companies already exist in the region
- Small to mid-sized labour supply of skilled trades available from City of Wetaskiwin, City of Camrose and City of Leduc
- Access to 4 major transport highways and 30 km away from Edmonton International Airport

Agricultural Production & Processing

Industry Analysis & Market Trends

The region has 337,912 hectares of rural land with 954 farms. 229 are oilseed and grain and 302 are cattle ranching farms. Alberta's 2017 farm cash receipts accounted for 23% of Canada's primary agricultural production⁵. The province posted the highest cattle receipts as well as the second highest total crop receipts in the country⁶. While the feedstock volumes are routed to existing provincial channels, the greater opportunity exists to supply both feedstock volumes to high demand international markets like China, The Middle East and others.

Alberta has an expanding value-added agricultural products sector. In 2018, sales of Alberta's processed food and beverage industry were \$14.9 billion making it Alberta's second largest manufacturing industry on a revenue basis. Meat product manufacturing accounts for more than one-half of the sector's sales⁷. This sector includes plant protein such as hemp.

For grains and oilseed, there is a large incoming demand from a few key international markets. G3 Canada Limited's new state-of-the-art grain terminal located within the JEDI Region, presents the opportunity to get dedicated volumes from regional farmers to domestic and international markets.

⁵ Alberta Government – 2019 Highlights of the Alberta Economy

⁶ Alberta Government – 2019 Highlights of the Alberta Economy

⁷ Alberta Government – 2019 Highlights of the Alberta Economy

For cattle, the export process also creates two opportunities. One is to get dedicated volumes from local farmers and the other is to build a federally inspected slaughter facility that can provide exclusive supply to select international markets.

Industry Business Needs

- Access to local feedstock production farms
- Low cost serviced industrial land (slaughter and cleaning facility)
- Good logistical and transport access

Regional Capacity & Positioning

- 515 relevant feedstock farms in the region
- Serviced industrial land is priced competitively for rural production facilities
- Access to 4 major transport highways, 30 km away from Edmonton International Airport and Port Alberta and access to CP Rail.
- JEDI is home to a G3 Canada Limited international grain handling facility which will keep grain moving to market and ensure more delivery opportunities for local farmers.

JEDI Goals & Objectives

JEDI Goals & Objectives

The Goals & Objectives are aligned with specific long term goals of the municipal development plans of each of its municipal partners (see Appendix for specific MDP goals) and they are structured to address:

- The strengths and capacity of the region
- The target markets and their business environment
- The existing regional companies and their business environment

GOAL #1: Increase Industrial Development Opportunities in the JEDI Region

Objective 1.1

Maintain a current inventory of all industrial zoned and saleable properties in the JEDI region and partner with key stakeholders, commercial realtors and developers, to market these properties to prospective industry.

Strategy for Objective 1.1 will include:

- Maintain a current inventory of all industrial zoned land and buildings in the JEDI Region. This will be used as a key business tool in providing current available properties to industry.
- Engage with primary stakeholders and real estate partners such as commercial realtors, developers and site selectors.
- Consistently market to real estate stakeholders and targeted sectors to establish regional exposure and advantages in all available mediums. These can include, but are not limited to, trade shows, industry publications, networking events, external advertising and government industry events.
- Collaborate with industrial developers throughout the planning and development process to ensure that all new and future land developments are expedited and brought to market efficiently.
- To foster community awareness, communicate and share upcoming opportunities and successes within the region through appropriate media.

Objective 1.2

Identify and assess properties that are relevant for future industrial planning and growth and engage with existing landowners and developers for the purpose of creating new industrial parcels within the JEDI region.

Strategy for Objective 1.2 will include:

- Determine the parameters of developer's investment needs and synchronize with the regional municipalities.
- Identify private landowner parcels that possess elements for potential industrial development
- Liaise with the member municipalities and relevant internal stakeholders to assist with long term industrial zoning plans in order to design ongoing MDPs and IDPs, which will ensure definitive future developments.

GOAL #2: Industrial Business Attraction

Objective 2.1

Market the region to the target sectors for market exposure to industry and to present opportunities of relocation to the region.

Strategy for Objective 2.1 will include:

- The specified target niche markets in the Oil and Gas and Agriculture industries are considered the primary target sectors to engage.
- Consistently market to the targeted sectors to establish regional exposure and advantages in all available mediums. These can include, but are not limited to, trade shows, industry publications, networking events, external advertising and government industry events.
- Research and contact leading industry sectors, complementary businesses and supply chain businesses that are best matched with existing industry and/or types of industrial properties available for sale within the JEDI region
- Identify global Foreign Direct Investment (FDI) landscape and trends. Market and synchronize the region to it.

GOAL #3: Industrial Business Retention and Expansion (BR&E)

Objective 3.1

Identify and assess opportunities and challenges for expansion of existing industrial companies in the region and promote success.

Strategy for Objective 3.1 will include:

- Identify industrial companies and employers located in the JEDI region.
- Meet with senior regional company executives to determine growth challenges and future business direction.
- Promote existing regional successes to foster community awareness and regional exposure.
- Collaborate with Chambers of Commerce, other regional Economic Development departments and other regional business initiatives.

GOAL #4: Labour Force Development

Objective 4.1

Liaise with relevant stakeholders to identify both the challenges and advantages of the industrial labour force in the Region.

Strategy for Objective 4.1 will include:

- Identify specific workforce challenges with regional employers.
- Collaborate with Chambers of Commerce and other relevant agencies such as Alberta Labour and Immigration and Alberta Indigenous Relations, with labour initiatives.
- Liaise with education, training and apprenticeship organizations in and outside of the region to identify opportunities and solutions for labour supply to the region.

Monitoring & Evaluating Process

The JEDI Director of Economic Development will prepare a Tactical Business Plan required to carry out the strategies outlined in the Strategic Plan. This plan will be reviewed with the JEDI Management Team annually, updated as required and then presented to the JEDI Board of Directors for their approval. A report on the progress of the Tactical Business Plan will be presented to the JEDI Board of Directors at the end of each year.

Joint Economic Development Initiative (JEDI) Strategic Plan effective January 1, 2020 to December 31, 2023 approved by JEDI Board of Directors on the 22nd day of October 2019 and the Appointed Municipal Representatives at JEDI's Annual General Meeting on the 3rd of December 2019.

Chairman - JEDI Board of Directors

Representative of the JEDI Management Team

Appendix:

Regional Municipal Development Plan Goals

County of Wetaskiwin (MDP)

Objectives and Policies, Agriculture, “Agriculture is the predominant use of land in the County of Wetaskiwin. The 2006 Census shows that 30% of the labour force in the County was involved in agriculture and other resource based industries, the largest proportion of the industry breakdown. At the public meetings, the residents expressed the importance of farming and the challenge of keeping it economically viable. Protecting farmland from uncontrolled development; promoting the County’s agricultural heritage, and maintaining the agricultural industry’s viability are important goals for the County” (MDP p.7)

Objectives and Policies, Industrial, Objective 5.1 - Follow the existing County policy direction for industrial development, “5.1.1 - The industrial commercial development in the County should complement the JEDI agreement with partner municipalities” (MDP p.22)

Objectives and Policies, Industrial, Objective 5.3 – Support the agro-industrial activities, “Agro-industrial activities such as the processing or shipment of agricultural products will benefit the agricultural industry and create additional employment in other industrial sectors. Locating such uses close to the material source and transportation corridors is important for a successful operation.” (MDP p.22)

Town of Millet (MDP)

3.3 Industrial Development, “Lands east of the CP railway have already been identified as ideal for industrial development. In working with neighbouring municipalities, the MDP sees an opportunity to secure future land east of the railway for industrial use while also ensuring the sensitivity of existing residential development is recognized.” (MDP p. 23)

3.3 Industrial Development, Policies 3.3.2, “The Town has identified oil and gas related sectors, along with light manufacturing as the primary drivers to industrial development and will set regulations to mitigate any adverse effect these operation may have on adjacent properties” (MDP p.24)

3.3 Industrial Development, Policies 3.3.3, “The Town will work with its neighbouring municipality to create a comprehensive industrial park plan for lands east of the CP Railway.” (MDP p.24)



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

Meeting: Regular Council Meeting
Meeting Date: January 26, 2022
Originated By: Lisa Novotny, Director of Development and Infrastructure
Agenda Item: Public Sand\Salt Access

BACKGROUND/PROPOSAL

Councilor Alberts-Wadsworth has requested Administration examine the concept of making sand\salt mix available to residents.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Advantages

- Material would be available for residents to address safety issues
- At times sand\salt is sold out in Millet

Disadvantages

- There should be no public access at the Public Works yard due to safety and security issues. Therefore, the Town would need to purchase and place sand\salt boxes to place around Millet. The estimated cost per box is \$217 for a small bin or \$432 for a large bin. It is estimated that the Town would require at least 3 bins.
- The Town has a sand\salt mixture that is used on roads and does not contain warning labels for use by residents. There is also a potential for damage to private property if used improperly which could cause a liability issue.
- Loss of salt sales for local businesses

COSTS/SOURCE OF FUNDING

This is not included in the 2022 operating budget. The Town currently spends approximately \$4,000 on sand\salt mixture. The cost for sand alone is \$750. For three large bins the cost would be \$2,046 not including staff time.

RECOMMENDED ACTION:

That Council accept this as information.

COUNCIL MEETING

JAN 26 2022

ITEM # 11.3

