



**REGULAR COUNCIL MEETING AGENDA  
TOWN OF MILLET**

**Wednesday, March 23, 2022  
5:30 p.m.  
MCC Council Chambers**

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**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 March 9th, 2022 - Regular Meeting of Council

**6.0 DELEGATIONS - None**

**7.0 REPORTS**

7.1 Fire Department – Calls February 2022

**8.0 BYLAWS**

8.1 Request for Decision - Procedural Bylaw

8.2 Request for Decision - Wellness Committee

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8.3 Request for Decision – Baseball Diamonds

9.0 **AGREEMENTS** - None

10.0 **CORRESPONDENCE** - None

11.0 **NEW BUSINESS**

11.1 Request for Decision – Millet & District Recreational & Agriculture Society

11.2 Request for Decision – The Friends of Millet Library Society

11.3 Request for Decision – Millet Fire Awards Attendance

11.4 Request for Decision – Wetaskiwin and District Victim Services

11.5 Request for Decision – Genesis

11.6 Request for Decision – Meeting Dates

11.7 Request for Decision – No Parking Sign

11.8 Request for Decision – Mileage

11.9 Request for Decision - Millet Public Library

11.10 Request for Decision – Rodent Control

12.0 **CLARIFICATION OF AGENDA**

13.0 **CLOSED SESSION**

13.1 Legal

13.2 Land

1.0 **ADJOURNMENT**



**REGULAR MEETING OF COUNCIL**  
**TOWN OF MILLET**  
**MMC - Council Chambers**  
**March 9th, 2022**  
**5:30 p.m.**

**PRESENT:**

MAYOR	Doug Peel
COUNCILLORS	Mike Bennett Rebecca Frost Gerdie Hogstead Mathew Starky Charlene Van de Kraats
C.A.O.	Lisa Schoening
OFFICE MANAGER	Joyce Vanderlee
DIRECTOR OF FINANCE	Annette Gordan
DIRECTOR OF INFRASTRUCTURE	Lisa Novotny
MANAGER OF ENFORCEMENT SERVICES	Mitch Newton
PRESS	Christina Max

**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**

**4.0 ADDITIONS, DELETIONS AND ADOPTIONS OF AGENDA:**

<p><b>Res #050/22 Agenda</b></p>	<p>Moved by Councillor Starky that the following items are hereby added to the agenda and further that the agenda is hereby adopted, as amended.</p> <p><b>Add</b></p> <p>11.3 The Chamber State of the Region Byent Wetaskiwin Region</p> <p align="center"><b>COUNCIL MEETING</b></p>
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*CARRIED*

**MAR 23 2022**

ITEM # 5.1

**5.0 ADOPTION OF MINUTES:**

<b>Res #051/22 Minutes Regular Meeting</b>	Moved by Councillor Bennett that the February 23rd, 2022, Regular Meeting of Council Minutes are hereby approved, as presented.
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*CARRIED***6.0 DELEGATIONS:**

6.1 None

**7.0 REPORTS:**

- 7.1 Councillor Hogstead – January & February 2022
- 7.2 Councillor Van de Kraats – January & February 2022
- 7.3 Director of Development and Infrastructure – Lisa Novotny

<b>Res #052/22 Reports</b>	Moved by Councillor Van de Kraats that Reports are hereby accepted as information.
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*CARRIED***8.0 BYLAWS: NONE****9.0 AGREEMENTS: NONE****10.0 CORRESPONDENCE: NONE****11.0 NEW BUSINESS:**

- 11.1 *Request for Decision – Aboriginal Awareness/ Treaty 6 Recognition Proposal*

<b>Res #053/22 Aboriginal Awareness / Treaty 6 Recognition</b>	Moved by Councillor Starkey that Council acknowledges treaty before all meetings and that the acknowledgment be put into the procedural bylaw.
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*CARRIED*

<b>Res #054/22 Professional Development &amp; Training for Public Servants &amp; Administration</b>	Moved by Councillor Starkey that Administration obtain quotes for training in the history of residential schools & indigenous rights.
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*CARRIED*

<b>Res #055/22 Call to Action # 66 Youth Programs</b>	Moved by Councilor Starky that we accept as information.
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*CARRIED**11.2 Year of the Garden 2022*

<b>Res #056/22 Year of the Garden 2022 Proclamation</b>	Moved by Councillor Van de Kraats that Council proclaims 2022 as Year of the Garden & further that June 18 <sup>th</sup> , 2022 as Garden Day in the Town of Millet.
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*CARRIED**11.3 Director of Emergency Management*

<b>Res #057/22 The Chamber State of Region Event</b>	Moved by Councillor Frost that Councillor Hogstead attend the Chamber State of Region Event and that administration obtain the tickets
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*CARRIED***12.0 CLARIFICATION OF AGENDA:***Christina Max and Manager of Enforcement left the meeting at 5:45 p.m.*

<b>Res #058/22 Closed Session</b>	Moved by Councillor Frost that Council moves into Closed Session to discuss Items 13.1 pursuant Sections 16 thru Section 29 of the Freedom of Information and Protection of Privacy Act at 5:46 p.m.
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*CARRIED***13.0 CLOSED SESSION:**

<b>Res #059/22 Reconvene</b>	Moved by Councillor Bennett that the Regular Council Meeting reconvene from Closed Session at 6:33 p.m.
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*CARRIED**13.3 Land*

<b>Res #060/22 Land</b>	Moved by Councillor Bennett that administration use the MSI for the shortfall on the Agriplex Reconstruction
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*CARRIED***14.0 ADJOURNMENT:**

The meeting was adjourned at 6:36p.m.

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*THESE MINUTES ADOPTED BY COUNCIL THIS \_\_\_\_ DAY OF FEBRUARY 2022.*

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*MAYOR*

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*CHIEF ADMINISTRATIVE OFFICER*

DRAFT



Millet Fire Department  
 Call History Report by Date  
 2/1/2022 - 2/28/2022

Date	Type	Incident #	Incident Type	Primary Action	# Of Attendees	Total Time
Wed 02/02/2022 06:15	City - Millet	2200006	59 Fuel Spill	55 Establish safe area	12	00:36
Sat 02/05/2022 04:42	City - Millet	2200007	19 Heart Problems/A.I.C.D	31 Provide first aid & check for injuries	12	00:55
Mon 02/07/2022 19:03	County - Leduc	2200008	67 Outside Fire	55 Establish safe area	13	00:32
Tue 02/08/2022 12:32	County - Leduc	2200009	21 Hemorrhage / Lacerations	31 Provide first aid & check for injuries	7	00:35
Tue 02/08/2022 16:39	City - Millet	2200010	31 Unconscious/ Fainting (Near)	55 Establish safe area	9	00:28
Tue 02/15/2022 07:48	County - Leduc (Extra Hours)	2200011	77 Motor Vehicle Collision	55 Establish safe area	12	01:45
Thu 02/24/2022 20:50	County - Wetaskiwin	2200012	67 Outside Fire		15	00:38

Total calls for City - Millet:	3
Total calls for County - Leduc:	2
Total calls for County - Leduc (Extra Hours):	1
Total calls for County - Wetaskiwin:	1
Total calls for County - Wetaskiwin (Extra Hours):	0
Total calls:	7
Total Time:	05:29
	Avg. Call Attendance: 11.43

COUNCIL MEETING  
 MAR 23 2022  
 ITEM # 7.1



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

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**Meeting:** Council Meeting  
**Meeting Date:** March 23, 2022  
**Originated By:** Lisa Schoening  
**Agenda Item:** Procedural Bylaw

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**BACKGROUND/PROPOSAL**

Administration has updated the Council Procedural Bylaw.

Changes are as follows:

5.01 – changed deadline from Wednesday to Thursday to allow residents more time to submit.

5.05 2.0 – Remove Open Mic- as per instructions from Brownlee LLP at the orientation, this has been removed, as you should not have both open mic and delegation.

5.05 2.0 – Add Treaty Recognition

**RECOMMENDATION**

That Council pass all three readings of the Millet Council Procedural Bylaw.

COUNCIL MEETING

MAR 23 2022

ITEM # 8.1



**TOWN OF MILLET  
BYLAW # 2**

**A BYLAW OF THE TOWN OF MILLET, IN THE PROVINCE OF ALBERTA,  
TO ESTABLISH THE COUNCIL PROCEDURAL BYLAW**

**WHEREAS**, Section 145(b) of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000 and amendments thereto, authorizes a Council to pass a bylaw in relation to the procedure and conduct of Council; and

**WHEREAS**, the Council of the Town of Millet desires to establish a procedural and conduct bylaw;

**NOW THEREFORE**, the Council of the Town of Millet, in the Province of Alberta, duly assembled, enacts as follows:

1. This Bylaw shall be referred to as the "Council Procedural Bylaw".
2. DEFINITIONS
  - 2.01 "*Council*" shall mean the Municipal Council of the Town of Millet.
  - 2.02 "*C.A.O.*" shall mean the duly appointed Chief Administrative Officer or his/her duly appointed designate.
  - 2.03 "*Chair*" shall mean the Mayor, Deputy Mayor or any other duly appointed presiding Officer at a constituted meeting.
  - 2.04 "*Town*" shall mean the corporation of the Town of Millet.
3. MEETINGS OF COUNCIL
  - 3.01 Any matter of meeting conduct which is not herein provided for, shall be determined in accordance with the Municipal Government Act, and then Robert's Rule of Order, in that order.
  - 3.02 The Regular Meetings of Council shall be held in the Council Chambers on days established, by resolution of Council, at the annual Organizational Meeting of Council. Regular Meetings of Council may be cancelled or rescheduled by resolution of Council at any duly constituted meeting.
  - 3.03 Regular Meetings of Council shall commence at such times as determined by resolution of Council at the annual Organizational Meeting of Council. Commencement times of Regular Meetings of Council may be amended by resolution of Council at any duly constituted meeting.
  - 3.04 Special Meetings of Council may be called by giving at least 24 hours' notice in writing to all members of Council and the public stating the purpose of the meeting and the date, time and place where it will be held, pursuant to Section 194 of the Municipal Government Act.
  - 3.05 The Council of the Town must hold an Organizational meeting Annually, no later than 2 weeks after the 3<sup>rd</sup> Monday in October, pursuant to Section 192 of the Municipal Government Act.
  - 3.06 Notice of Regular Meetings, Special Meetings and Council Committee Meetings, to the public, shall be deemed to be given by the C.A.O. posting notice of all meeting dates and times on the Town website and advertising the meeting dates and times in the Town's bi-monthly newsletter.

- 3.07 The C.A.O., or designate shall record the time of arrival and/or departure of Council members at meetings should a member of Council arrive late at a meeting or depart prior to the completion of a meeting.
- 3.08 If a quorum is not present within thirty (30) minutes after the time fixed for a Regular or Special Meeting, the C.A.O. shall record the names of the members of Council present and the Council shall stand adjourned until the next Regular Meeting or another Special Meeting is called.
- 3.09 In the event that the Mayor and Deputy Mayor are not in attendance within fifteen (15) minutes after the hour of a scheduled meeting and a quorum is present, the C.A.O. shall call the meeting to order and a Chairperson shall be chosen, by the Council members in attendance, who shall preside during the meeting until the arrival of the Mayor or Deputy Mayor.
- 3.10 Pursuant to Section 154(1)(a) of the Municipal Government Act, the Mayor shall preside at meetings of Council and the Mayor, at his discretion, may allow the Deputy Mayor to preside at a Council meeting at which the Mayor is in attendance.
- 3.11 The Organizational meeting immediately following a general municipal election shall be called the inaugural meeting. The Mayor and each member of Council shall take the prescribed oath of office as the first order of business at the inaugural meeting. Until the Mayor has taken the oath of office, the Chief Administrative Officer shall chair the inaugural meeting.
- 3.12 Except during a public hearing, if a Councillor is unable to attend a Council or Standing Committee meeting due to unforeseen circumstances they may participate by electronic or audio means such as electronic meetings apps or telephone speaker. In the event a meeting must carry forward and no members of Council are able to physically attend, the meeting may be conducted via Zoom or any other similar application that allows all members to hear discussions. This is only in the event that unforeseen circumstances, such as, but not limited to, health issues, pandemic or other means that make it impossible to attend. Council members are expected to attend in person whenever possible.

#### 4. CONDUCT OF MEETINGS

- 4.01 Each member of Council shall address the Chair but shall not speak until recognized by the Chair.
- 4.02 A delegate, scheduled to address Council on a topic, shall address the Chair upon recognition by the Chair. The scheduled delegate shall be limited to a ten (10) minute presentation unless such time is extended by the permission of the Chair. Any correspondence regarding the delegation should be sent to the C.A.O. by 10am on the Friday prior to Council.
- 4.03 The Mayor or other presiding officer may, upon request, authorize a person in the public gallery to address Council only on the topic being debated at that time in the meeting and the Mayor or other presiding officer shall specify the time limit provided to the person wishing to address the matter.
- 4.04 A member of Council may present a motion for consideration. The motion does not require a seconder. The motion shall be recorded by the recording secretary and the motion shall be deemed to be "on the floor".

The presenter of a motion shall be provided two (2) minutes to address the motion on the floor. Each member of Council, who wishes to address the topic under consideration, shall be limited to two (2) minutes for debate once only. The presenter of a motion shall be provided a final two (2)

minutes for closure of the debate once all other members of Council have had an opportunity to speak to the topic. The Mayor or other Presiding Officer may waive the aforementioned time limits if so requested.

Following debate on the motion under consideration, the motion may be:

- (i) Amended;
- (ii) Carried;
- (iii) Defeated;
- (iv) Withdrawn by the presenter subject to there being no objection by a member of Council;
- (v) Tabled to another meeting.
- (vi) Laid on the table, ie: laying a pending question aside temporarily
- (vii) Referred, ie: turning the question over to a committee or administration for study; or
- (viii) postponed, ie: postpone indefinitely or to a certain time, a means of avoiding a direct vote until a later time.

- 4.05 No motion shall be presented for consideration which is substantially the same as one on which judgement has already been determined within sixty (60) days.
- 4.06 Where a motion under consideration contains two or more distinct propositions, the vote upon each proposition shall be taken separately when any member of Council so requests.
- 4.07 All motions shall be voted upon by all members of Council in attendance unless abstention by a member is duly noted in the minutes for reason of pecuniary interest.

Voting on all motions shall be done by raising of the hand in such a clear manner that the votes may be easily counted by the Chair. The Chair shall declare a motion carried, carried unanimously or defeated. A member of Council wishing a recorded vote on a motion shall make such a request of the Chair prior to the calling of the vote.

A motion on first reading of a bylaw shall be decided without amendment or debate.

- 4.08 Every member wishing to speak to a question or motion shall address the Mayor or Presiding Officer. The Address to the Presiding Officer shall be "Your Worship".

## 5. AGENDA AND ORDER OF BUSINESS

- 5.01 Prior to each Regular Meeting of Council, the C.A.O. or designate shall prepare a statement of the order of all business, to be known as the "Agenda", in consultation with the Mayor, to be brought before Council at the said meeting and to enable the C.A.O. or designate to do so, all documents, and notice of delegation, intended to be submitted to Council, shall be placed in the hands of the C.A.O. or designate no later than 10:00 a.m., the Thursday before the Regular Meeting of Council. No further additions to the Agenda will be presented by the C.A.O. unless he/she determines that the addition is of an emergent nature and the Mayor is in agreement with the C.A.O.

The C.A.O. or designate shall also prepare additional copies of the agenda to be available to the public at the meeting.

- 5.02 When a communication intended for Council is received by the Chief Administrative Officer, he/she shall place it on the agenda of Council unless the Chief Administrative Officer or designate considers the matter libellous,

or administrative in nature, in which case the Chief Administrative Officer or designate shall advise the originator that the communication is not being sent to Council. All responses will include "Further be advised that this correspondence was not shared with Council, as it was resolved through administration. If you would like this information to be forwarded to Council, please advise and we will ensure it is sent out to all members of Council."

- 5.03 The C.A.O. shall place at the disposal of each member of Council, a copy of the Agenda and all supporting materials no later than 4:30 p.m. on the Friday before the Regular Meeting of Council.
- 5.04 Where the deadlines, as identified in Sections 5.01 and 5.02, are unable to be achieved due to the absence of the C.A.O., the aforementioned deadlines are moved to the Monday before the Regular Meeting of Council.
- 5.05 The order of business on the agenda shall be as follows:
  - 1.0 Call to Order
  - 2.0 Recognition of Treaty 6 Lands
  - 3.0 Public Hearings
  - 4.0 (a) Additions to /Deletions From the Agenda
  - (b) Adoption of the Agenda
  - 5.0 Adoption of Minutes
  - 6.0 Delegations
  - 7.0 Reports
  - 8.0 Bylaws
  - 9.0 Agreements
  - 10.0 Correspondence
  - 11.0 New Business
  - 12.0 Clarification of Agenda Business
  - 13.0 Closed Session
  - 14.0 Adjournment

After the closed session discussions are complete, any members of the public who are present outside the meeting room must be notified that the rest of the meeting is now open to the public, and a reasonable amount of time must be given for those members to return before adjournment.

- 5.06 The order of business established in Section 5.05 shall apply unless Council otherwise determines by a majority vote of the members in attendance and the vote on a matter of priority of business shall be decided without debate.
- 5.07 A person or a representative of a delegation of persons who wishes to bring any matter to the attention of Council shall address correspondence to Council outlining the matter to be discussed. The correspondence shall contain all pertinent documentation on the matter. One person shall be identified as the spokesperson on behalf of the delegation in the correspondence. The correspondence shall contain the name and address, along with contact telephone numbers, of the person delegated to address Council.

1) 6. REPEAL

- 6.01 That Bylaw 2021-08 is hereby repealed.

7. EFFECT

- 7.01 This bylaw shall have effect on the passing of final reading and execution by the delegated signing officers for the Town.



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

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**Meeting:** Council Meeting  
**Meeting Date:** March 23, 2022  
**Originated By:** Lisa Schoening  
**Agenda Item:** Millet Wellness Committee Bylaw

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**BACKGROUND/PROPOSAL**

The Millet Wellness Committee requires a bylaw to form the committee.

**RECOMMENDATION**

That Council pass all three readings of the Millet Wellness Committee Bylaw.

That Council appoint a member of Council to sit on the Wellness Committee.

COUNCIL MEETING

MAR 23 2022

ITEM # 8.2

Read a first time thisday of, A.D., 2021.

Read a second time this day of, A.D., 2021.

Read a third time and finally passed this day of, A.D., 2021.

**TOWN OF MILLET**

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**MAYOR**

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**CHIEF ADMINISTRATIVE OFFICER**

**TOWN OF MILLET  
BYLAW NO. 2022-05**

**A BYLAW TO PROVIDE FOR THE ESTABLISHMENT OF A  
WELLNESS COMMITTEE  
FOR THE TOWN OF MILLET IN THE PROVINCE OF ALBERTA**

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**WHEREAS**, the Town of Millet desires to contribute to the health and wellness of their residents;

**WHEREAS**, it is deemed appropriate to establish a Millet Wellness Committee to act in a capacity to develop, manage and execute an ongoing Wellness Program for the Town of Millet.

**NOW THEREFORE** the Municipal Council of the Town of Millet, duly assembled, enacts as follows:

**1. Bylaw:**

This bylaw may be cited as the "Millet Wellness Committee Bylaw".

**2. Definitions:**

- a) "*Committee*" shall mean the Millet Wellness Committee and its duly appointed members.
- b) "*Council*" shall mean the Council of the Town of Millet.
- c) "*Quorum*" shall mean the minimum number of members present in order to hold a valid meeting.
- d) "*Voting member*" shall mean each committee member duly appointed by Council or the organization duly represented.

**3. Objectives:**

The objectives of the Committee shall be to:

- a) To maintain knowledge and an understanding of both the need for physical and mental wellness;
- b) To effectively promote Millet Wellness.
- c) To develop an ongoing plan.
- d) To develop and maintain programming and available resources.
- e) To evaluate the Program.

**4. Membership:**

- a) Council hereby establishes a Wellness Committee, hereafter referred to as the "Committee" that shall be composed of a maximum of seven (7) duly appointed members as follows:
  - i) One (1) member of Council, duly appointed by Council;
  - ii) One (1) member of whom shall represent the Millet Library
  - iii) One (1) member of whom shall represent the McMann Center.
  - iv) One (1) member of whom shall represent the Millet Accord Youth for Christ.
  - v) Two(2) members of the Public-at-Large, duly appointed by Council.
  - vi) One (1) member of administration.
- b) Council, at their Organizational Meeting, shall appoint one (1) Councillor and an alternate to the Committee.

**4. Membership - continued**

- c) The member representing administration shall be appointed by the Town Chief Administrative Officer or designate.

- d) Council, in each requisite year, upon receipt of the membership names, as presented in writing from the committee, shall appoint the appropriate number of members to the Committee.
- e) Members shall be appointed for two year terms.
- f) If any vacancy should occur during the term of any member by reason of death, disability, resignation or otherwise, Council or the represented organization, shall immediately appoint a replacement from the specified members as presented in writing from the committee to fill the vacancy for the balance of the said term.
- g) Any member who is absent from three (3) consecutive meetings of the Committee, without leave of absence from the Committee, shall forthwith cease to be a member of the Committee.
- h) The Officers of the Committee shall be limited to a Chairperson, a Vice-Chairperson, and a Secretary, and they shall serve for a period of one (1) year.
- i) The Chairperson and Vice-Chairperson and Secretary shall be selected by the Committee members at the first meeting in each year.
- j) The Committee may adopt rules, not inconsistent with the provisions of the Municipal Act or of this by-law, governing its conduct and procedure and may vary such rules from time to time by a vote of at least two-thirds of all the members of the Committee.
- k) A quorum of the Committee shall be a majority of the duly appointed members of the Committee.
- l) Each duly appointed committee member is entitled to one vote at the meetings.
- m) The Chairperson, or the Vice-Chairperson in the absence of the Chairperson, may summon a special meeting of the Committee by giving at least two (2) days (48 hours) notice to each member, stating the purpose for which the meeting is called.

**5. Duties and Responsibilities:**

The duties and responsibilities of the Committee shall be to:

- a) To advise Millet Town Council on all health and wellness matters
- b) To endeavor to secure strategic partnerships and sponsorships.
- c) To lead, direct, coordinate, communicate and initiate wellness activities for all ages for the Town.
- d) To evaluate wellness activities and make recommendations.
- e) Overall promotion of the Town of Millet Wellness activities and events.
- f) It is the responsibility of the Chairperson, with the assistance of the Secretary, to prepare an agenda for the meetings of the Committee.
- g) Minutes of the Committee meetings shall be filed with the Town of Millet and shall be received by Town Council for information on a regular basis.
- h) All operating budgets shall be prepared and approved by Committee for submission to Council for annual consideration. All expenditures must be approved by the Chief Administrative Officer.

**6. Effective:**

This bylaw shall take effect on the date of the third and final reading.



Read a first time this day of , 22 .

Read a second time this th day of of , 22.

Read a third time, and by unanimous consent, finally passed, this day of  
, 2.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER





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

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**Meeting:** Regular Council Meeting  
**Meeting Date:** March 23, 2022  
**Originated By:** Lisa Novotny, Director of Development and Infrastructure  
**Agenda Item:** Bylaw 2022-06 Ball Diamond Fees

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**BACKGROUND/PROPOSAL**

In 2021, Administration met with local minor sports user groups to discuss several issues. One item that was discussed was ensuring that fees are being charged to use municipal sports fields to help offset the cost of providing these services. During those discussions with Millet Minor Ball, the implementation of fees for ball diamond use was discussed to allow sufficient time for the organization to prepare for the potential change.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

In February Administration again met with the local minor sports user groups the fees proposed in Bylaw 2022-06 were discussed with Millet Minor Ball to ensure they were reasonable and not onerous for the group. As well, Administration conducted a review of fees for diamonds in the surrounding areas to ensure that the fees were competitive for adult use.

**COSTS/SOURCE OF FUNDING**

N/A

**RECOMMENDED ACTION:**

- That Council give first reading to Bylaw 2022-06.
- That Council give second reading to Bylaw 2022-06.
- That Council give unanimous consent to Bylaw 2022-06.
- That Council give third and final reading to Bylaw 2022-06.

COUNCIL MEETING

MAR 23 2022

ITEM # 8.3

**BYLAW NO. 2022-06**  
**A BYLAW OF THE TOWN OF MILLET**  
**IN THE PROVINCE OF ALBERTA**  
**TO ESTABLISH FEES FOR THE USE OF BALL DIAMONDS**

**WHEREAS** Section 7 of the Municipal Government Act, Chapter M-26, RSA gives authority to municipal Council's to pass bylaws respecting several matters including services provided by or on behalf of the municipality;

**AND WHEREAS**, Section 8 of the Municipal Government Act, Chapter M-26, RSA provides the authority for Council to pass bylaws providing a system of licenses, permits or approvals and the associated fees;

**AND WHEREAS**, the Town owns and operates three ball diamonds and fees for the use of ball diamonds are proposed;

**NOW, THEREFORE**, the Council of the Town of Millet, duly assembled, enacts as follows:

1. That the fees for the use of the Town of Millet Ball Diamonds are as follows:

Millet Minor Ball	\$150 per team per season with set game and practice times and adjustments to be made as necessary for inclement weather
Millet Minor Ball Tournaments	\$200 for all three diamonds for the weekend
Non-Local Minor Ball Tournament	\$150 per day for all three diamonds \$300 deposit
Adult Teams	\$40 per diamond per use (maximum 3 hours)
Adult Tournaments	\$250 per day for all three diamonds \$300 refundable
Statutory Holiday Premium	Additional 25% of the rental fee

2. This Bylaw shall come into full force upon signing.

Read a first time this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2022.

Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2022.

Read a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2022.

**TOWN OF MILLET**

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**MAYOR**

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**CHIEF ADMINISTRATIVE OFFICER**



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

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**Meeting:** Council Meeting  
**Meeting Date:** March 23, 2022  
**Originated By:** Lisa Schoening  
**Agenda Item:** Ag Society

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**BACKGROUND/PROPOSAL**

The attached letter was received from the Millet & District Recreation & Ag Society.

**RECOMMENDATION**

1. That council grant the Millet Ag Society permission to proceed with the installation if the sound system.
2. Changes have been made administratively.
3. Does Council grant the Ag Society permission to obtain 4 fobs for the Agriplex?
4. This item will be placed in the 2022 FCSS budget for consideration in April.

COUNCIL MEETING

MAR 23 2022

ITEM # 11.1

# Millet & District Recreational & Agricultural Society

Box 714

Millet, Alberta

TOC 1Z0



March 11, 2022

Memorandum to: Town of Millet CAO, Lisa Schoening

Dear Ms. Schoening,

I hope this finds you well. The Millet & District Recreational & Agricultural Society held our general meeting last night. We have a few items we would like to bring to the town.

1. We made a Motion to purchase a sound system from H Factor, which is one of the quotes we received. He is local and has the equipment ready to install. We are willing to pay the total amount and are looking for the ok from the town to proceed.
2. We made a Motion to move our meetings to the second Monday of each month in the Hugo Witt room at 7:30. Our Vice President will be contacting bookings to make these changes.
3. We would like to request 4 fobs for the Ag Society's use. These would be for the 4 executive members and we will supply their personal information when needed.
4. We would like to thank you for your past support of the Harvest Fair. This year we are having a 4 day Harvest Fair and are requesting \$12,000 for fireworks and entertainment. Thank you for considering our request.

We would like to thank Matthew Starky for attending our general meeting as the town's representative. This will improve the lines of communication between us and we appreciate your involvement.

We would also like to thank the town council for meeting with us on March 3 and hearing our voices as members of the Millet Community. We think that it was a positive exchange of ideas and we got to know each other better. We hope that this positive relationship continues.

If you have any questions or concerns regarding these items or anything else, you can contact the President of the Millet & District Recreational & Agricultural Society, Tim Knull, at 780-387-1968

Sincerely,

Doris Auger  
Secretary for  
Millet & District Recreational & Agricultural Society

# *The Friends of Millet Library Society*

*Providing, promoting and supporting the Millet Public Library*

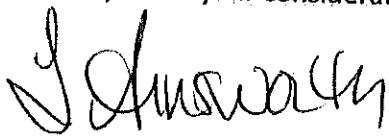
March 4, 2022

Town of Millet Council

The Friends of the Millet Public Library have donated over 400 hours of their time fundraising and supporting the Millet Public Library this past year. Our fundraising is essential to the Millet Library, as it allows us to purchase items for them which in turn increases the services they provide to our community. The Friends of the Millet Public Library have recently purchased many items for the library including science kits, program materials, furniture and fixtures, as well as computer and movie licenses.

The "Friends" would like to host a concert to fundraise for the Millet library on June 25, 2022. We would like to request that the Town of Millet Council waive the rental fees, including the damage deposit, of the Millet Civic Centre Hall for the full day on June 25<sup>th</sup>.

Thank you for your consideration,



Tera Ainsworth

Chair

Friends of the Millet Library Society

Charity BN/Registration # 807111281 RR0001

*Box 30, Millet AB T0C 1Z0*

COUNCIL MEETING

MAR 23 2022

ITEM # 11.2





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

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**Meeting:** Council Meeting  
**Meeting Date:** March 23, 2022  
**Originated By:** Lisa Schoening  
**Agenda Item:** Millet Fire Awards

---

**BACKGROUND/PROPOSAL**

The Millet Fire are hosting a “scaled down” awards ceremony this year and have invited all members of Council and staff.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

The event will be on April 23, 2022 at the Millet Banquet hall.

**RECOMMENDATION**

That any member of Council and staff that wish to attend the Millet Fire Department awards ceremony on April 23, 2022, may attend.

COUNCIL MEETING  
MAR 23 2022  
ITEM # 11.3

COUNCIL MEETING  
MAR 23 2022  
ITEM # 11.3



Help us celebrate this milestone!

# Wetaskiwin Victim Services 25th Anniversary

We are celebrating our 25<sup>th</sup> Anniversary and would be honored if you and a guest would join us to commemorate this occasion. A light supper will be served.

When: **April 12, 2022**

Where: **Best Western Wayside Inn Centennial Room**

Time: **5 pm**

**Kindly reply by April 1 2022 to Petra at 780 312-7287**

COUNCIL MEETING

MAR 23 2022

ITEM # 11.4



March 14, 2022

**RE: Genesis Annual General Meeting**

**ATTN: Genesis Subscriber**

Please note that this is the official notice of the AGM for Genesis Reciprocal Insurance Exchange. The meeting will take place on **April 14, 2022, from 9:00 a.m. – 11:00 a.m. virtually**. It will be administered by Zoom, further details to follow.

Please find the proxy document attached. The proxy allows for a member to choose an individual other than an elected or administrative official to vote on their behalf. An option exists to defer the proxy vote to Genesis' Principal Attorney. The Agenda, 2021 Audited Financials and 2021 Actuarial Report will be sent out 7 days prior to the AGM.

For any questions regarding this meeting please contact Miranda Andersen at [miranda@rmaalberta.com](mailto:miranda@rmaalberta.com) or at 780-955-4093 or Amy Bates at [amy@rmainsurance.com](mailto:amy@rmainsurance.com) or at 780-955-8409

Sincerely,

Duane Gladden  
Genesis Principal Attorney

COUNCIL MEETING

**MAR 23 2022**

ITEM # 11.5



ANNUAL GENERAL MEETING OF  
THE GENESIS RECIPROCAL INSURANCE EXCHANGE

PROXY

The Undersigned Subscriber to the Genesis Reciprocal Insurance Exchange ("Genesis") hereby appoints: (choose one)

\_\_\_\_\_

OR

Duane Gladden, Director of Business Services of the RMA and Genesis Principal Attorney

to act as proxy at the Annual General Meeting of Genesis to be held on Thursday April 14, 2022.

My proxy shall have full authority to vote on behalf of the Undersigned.

Dated \_\_\_\_\_, 2022.

\_\_\_\_\_  
Subscribing Member

\_\_\_\_\_  
Signing Officer

**\*Note that no proxy is required if a member is represented at the meeting by its most senior elected or most senior administrative personnel.**



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

---

**Meeting:** Council Meeting  
**Meeting Date:** March 23, 2022  
**Originated By:** Lisa Schoening  
**Agenda Item:** Meeting dates

---

**BACKGROUND/PROPOSAL**

The Town only has one meeting in July and August. Regular meetings would have been July 13<sup>th</sup> and 27<sup>th</sup> and August 10<sup>th</sup> and 24<sup>th</sup>. Council will need to choose a date for those 2 months.

Also, this year the Society of Local Government conference is being held on May 10-13<sup>th</sup> and both CAO Schoening and Joyce will be attending this year. Therefore, Council will need to cancel the May 11<sup>th</sup> meeting.

**RECOMMENDATION**

That Council cancel the July 13<sup>th</sup> and 27<sup>th</sup> and August 10<sup>th</sup> and 24<sup>th</sup> meetings and choose a date each month to hold a meeting.

That Council cancel the May 11<sup>th</sup> meeting of Council.

COUNCIL MEETING

**MAR 23 2022**

ITEM # 11.6



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

---

**Meeting:** Regular Council Meeting  
**Meeting Date:** March 23, 2022  
**Originated By:** Mitch Newton – Manager of Enforcement and Safety Services  
**Agenda Item:** No Parking Sign

---

**BACKGROUND/PROPOSAL**

The Millet Food Bank approached the Manager of Enforcement and Safety services requesting two parking signs be placed at the front doors stating, “NO PARKING (Food Bank Only)”, at 5008-51 Avenue.

The current Traffic Bylaw 2009/03 under section 202 allows Council by resolution, prescribe where traffic signs can be placed.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

The food bank stated that most of their clients have physical challenges and find it difficult to load their food hampers when parking a fair distance away. Due to the high volume of traffic in the area for the business complex at the location including, registries, the restaurant and insurance agency parking is limited for everyone.

Speaking with employees at Registries and Insurance, they stated that parking is a major concern at this location. Several employees and customers already have a difficult time trying to find parking, and even a higher volume of parking issues during traffic testing days.

**COSTS/SOURCE OF FUNDING**

\$444.46 plus employee time to install.

**RECOMMENDED ACTION:**

- Council direct administration to purchase and install signs.
- Council direct administration to install signs and charge the food bank costs.
- Council denies the request to the Food Bank.
- Council direct administration to investigate alternative solution.

COUNCIL MEETING

**MAR 23 2022**

ITEM # 117



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

---

**Meeting:** Council Meeting  
**Meeting Date:** March 23, 2022  
**Originated By:** Lisa Schoening  
**Agenda Item:** Mileage

---

**BACKGROUND/PROPOSAL**

The current rate for mileage is set at .58/km.

With the huge increase in fuel prices, Council asked us to look into the mileage rate.

The CRA rate for 2022 is now at .61/km for the first 5000kms and .55/km for any kilometers driven after that.

**RECOMMENDATION**

Does Council wish to increase the mileage rate to .61/km, as per the CRA recommendation for 2022?

COUNCIL MEETING

MAR 23 2022

ITEM # 118

COUNCIL MEETING  
MAR 23 2022  
ITEM #

# Millet Public Library

Connect. Learn. Discover...

March 16, 2022

Millet Town Council  
Box 270  
Millet, AB T0C 1Z0

RE: Library Board Appointments

Dear Town of Millet Council,

The Town of Millet Library Board would like to request that Jackie Peel be appointed as a trustee for a three-year term. Jackie has been a part of our community for over 25 years and has volunteered with many groups in town, including the Communities in Bloom and the Millet Soccer Association. Her knowledge of the community needs that she gained through her volunteer experiences will be a great asset.

Susan Williamson



Vice-Chair,  
The Town of Millet Library Board

Connect...with each other      Learn...continuously      Discover...the possibilities  
Box 30, 5031-49 Ave. Millet, AB T0C 1Z0, 780-387-5222      COUNCIL MEETING  
milletlibrary.ca, millet@yrl.ab.ca,

MAR 23 2022

ITEM # 11.9





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

**Meeting:** Regular Council Meeting  
**Meeting Date:** March 23, 2022  
**Originated By:** Rob Pelletier – Parks, Recreation & Facilities Foreman  
**Agenda Item:**

**BACKGROUND/PROPOSAL**

To purchase and use ROZOL RTU Field Rodent Bait. ROZOL is a food bait that is used at the beginning of Ground Squirrel season when food is not readily available. They first emerge from dens gathering food to take back to feed their offspring which usually sets off the mating explosion. If we can interrupt the food chain with the bait, this typically slows down the numbers each year to a manageable amount.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

While this is one of the best options for success, it is a poison. Public perception is one of the disadvantages but correct use, monitoring and disposal of carcasses as well as proper documentation and public awareness is all that is required to make this an effective tool to control Ground Squirrels. There will always be someone who does not like the use of poisons or chemicals but eventually the population will get out of hand, and we will most likely resort to using them anyway.

Some of the advantages are safer places to play sports (avoiding litigation due to injury), a more well-kept look in the green spaces and less costly damage to all the green spaces in town.

You will have many, many more complaints pertaining to Ground Squirrels running around than you will about controlling them.

**COSTS/SOURCE OF FUNDING**

The cost is \$240.00/22kg which would come from the Parks budget.

**RECOMMENDED ACTION:**

Allow the purchase and use of this product in conjunction with a licensed applicator.

**COUNCIL MEETING**

**MAR 23 2022**

ITEM # 11.10

