



**REGULAR COUNCIL MEETING AGENDA
TOWN OF MILLET**

**Wednesday, June 22nd, 2022
5:30 p.m.
MCC Council Chambers**

- 1.0 CALL TO ORDER**
- 2.0 TREATY 6 RECOGNITION**
- 3.0 PUBLIC HEARING**
- 4.0 ADDITIONS AND ADOPTION OF AGENDA**
- 5.0 ADOPTION OF MINUTES**
 - 5.1 June 8th, 2022 – Regular Meeting of Council
- 6.0 DELEGATIONS - None**
- 7.0 REPORTS**
 - 7.1 Library Board April 2022 Minutes
- 8.0 BYLAWS**
 - 8.1 Request for Decision – 2022-08 Bylaw Recreation and Facilities Fees and Charges Second Reading

9.0 **AGREEMENTS - None**

10.0 **CORRESPONDENCE - None**

11.0 **NEW BUSINESS**

11.1 RFD – Member at Large Municipal Planning Committee

12.0 **CLARIFICATION OF AGENDA**

13.0 **CLOSED SESSION**

13.1 Land

13.2 Land

13.3 Legal

13.4 Land

13.5 Land

14.0 **ADJOURNMENT**



**REGULAR MEETING OF COUNCIL
TOWN OF MILLET
MMC - Council Chambers
June 8th, 2022
5:30 p.m.**

PRESENT:

MAYOR

Doug Peel

COUNCILLORS

Charlene Van de Kraats
Mike Bennett
Gerdie Hogstead
Mathew Starky
Rebecca Frost

C.A.O.

Lisa Schoening

DIRECTOR OF INFRASTRUCTURE

Lisa Novotny

OFFICE MANAGER

Joyce Vanderlee

DIRECTOR OF FINANCE

Annette Gordon

PRESS

Christina Max

1.0 CALL TO ORDER:

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

COUNCIL MEETING

JUN 22 2022

ITEM # 5.1

2.0 TREATY 6 RECOGNITION:**3.0 PUBLIC HEARINGS: NONE****4.0 ADDITIONS, DELETIONS AND ADOPTIONS OF AGENDA:**

Res #145/22 <i>Agenda</i>	Moved by Councillor Frost that the following items are hereby added to the agenda and further that the agenda is adopted, as amended. Delete: 3.0 - Oath of office.
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*CARRIED***5.0 ADOPTION OF MINUTES:**

Res #146/22 <i>Minutes Regular Meeting</i>	Moved by Councillor Van de Kraats that the May 25th, 2022, Regular Meeting of Council Minutes are hereby approved, as presented.
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*CARRIED***6.0 DELEGATIONS: N/A****7.0 REPORTS:**

Res #147/22 <i>Reports</i>	Moved by Councillor Hogstead that the Reports are hereby accepted as information.
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*CARRIED***8.0 BYLAWS:****8.1 2022-08 – Recreation and Facilities Fees and Charges Bylaw**

Res #148/22 <i>Bylaw #2022-08</i>	Moved by Councillor Bennett that Bylaw # 2022-08 is hereby given first reading.
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*CARRIED***8.2 2022-09 – False Alarm Bylaw**

Res #149/22 Bylaw #2022-09	Moved by Councillor Van de Kraats that Bylaw # 2022-09 is hereby given first reading.
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CARRIED

Res #150/22 Bylaw #2022-09	Moved by Councillor Bennett that Bylaw # 2022-09 is hereby given second reading.
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CARRIED

Res #151/22 Bylaw #2022-09	Moved by Councillor Frost that permission is hereby granted for the presentation of Bylaw # 2022-09 for all three readings at this meeting.
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CARRIED UNANIMOUSLY

Res #152/22 Bylaw # 2022-09	Moved by Councillor Starkey that Bylaw # 2022-09 is hereby given third and final reading.
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*CARRIED***9.0 AGREEMENTS: NONE****10.0 CORRESPONDENCE:**

Res #153/22	Moved by Councillor Bennett that Municipal Affairs MSI Funding Correspondence is accepted as information.
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*CARRIED***11.0 NEW BUSINESS:****11.1 *Request for Decision* – 2022 Summer Municipal leaders' Caucuses**

Res #154/22 2022 Summer Municipal leaders' Caucuses	Moved by Councillor Starkey that we accept the 2022 Summer Municipal leaders' Caucuses as information.
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*CARRIED**11.2 Request for Decision – Millet Lions Campground Grass Cutting*

Res #155/22 Millet Lions Campground Grass Cutting	Moved by Councillor Hogstead that Millet Lions Campground Grass Cutting agreement will be amended to include outside area.
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*CARRIED**11.3 Request for Decision – AUMA 2022 Fall Convention*

Res #156/22 AUMA 2022 Fall Convention	Moved by Councillor Starky that any councillors that wish to attend the AUMA 2022 Fall Convention and further present a question to Minister McIver.
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*CARRIED**11.4 Request for Decision – Ag Society Pickleball*

Res #157/22 Ag Society Pickleball	Moved by Councillor Van de Kraats that the hours for Ag Society Pickleball be extended.
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*CARRIED**11.5 Request for Decision – Replacement Utility Meters*

Res #158/22 Replacement Utility Meters	Moved by Councillor Starky that Council approves the purchase of 120 replacement water meters at an estimated cost of \$61,920 to be funded through the water operating reserve.
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CARRIED

11.6 Request for Decision – Planter Concrete Pads

Res #159/22 <i>Planter Concrete pads</i>	Moved by Councillor Bennett that council approves the installation of 4 concrete pads along 50 th street in the amount of \$3,200.00 to be funded by the operating budget.
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CARRIED

12.0 CLARIFICATION OF AGENDA: NONE

Christina Max left the meeting at 6:03 p.m.

Council temporarily adjourned the meeting at 6:03 p.m.

Council reconvened at 6:13 p.m.

Res #160/22 Closed Session	Moved by Councillor Van de Kraats 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 6:13 p.m.
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CARRIED

13.0 CLOSED SESSION:

Res #161/22 Reconvene	Moved by Councillor Van de Kraats that the Regular Council Meeting reconvene from Closed Session at 6:33 p.m.
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CARRIED

13.1 *Land*

Res #162/22	Moved by Councillor Frost that council waive the 2022 taxes for the following Tax Rolls.			
	<i>Roll</i>	<i>Amount</i>	<i>Plan Block Lot</i>	
	100500	1,408.31	NE 30-47-24-4	
	101201	1,217.19	1820097 -1	-26
	101202	1,726.83	1820097 -1	-27
	101300	1,706.37	0821908 -1	-1
	101590	100.11	2021501 -2	-1
	101610	97.83	2021501 -2	-2

101620	97.83	2021501	-2	-3
101630	97.83	2021501	-2	-4
101640	97.83	2021501	-2	-5
101650	97.83	2021501	-2	-6
101660	97.83	2021501	-2	-7
101670	97.83	2021501	-2	-8
101680	97.83	2021501	-2	-9
101690	97.83	2021501	-2	-10
101700	97.83	2021501	-2	-11
101710	97.83	2021501	-2	-12
101720	97.83	2021501	-2	-13
101740	128.55	2021501	-2	-15
101750	126.27	2021501	-2	-16
101760	141.05	2021501	-2	-17
101770	121.71	2021501	-2	-18
101780	116.03	2021501	-2	-19
101790	137.65	2021501	-2	-20
101800	119.45	202105	-2	-21
101810	146.75	2021501	-2	-22
101830	87.59	2021501	-2	-24
101840	85.31	2021501	-2	-25
101850	105.8	2021501	-2	-26
101860	85.31	2021501	-2	-27
101870	106.93	2021501	-2	-28
101880	133.1	2021501	-2	-29
101890	128.55	2021501	-2	-30
101900	103.52	2021501	-2	-31
101910	86.46	2021501	-2	-32
101920	87.59	2021501	-2	-33
101930	1,394.66	2021501	-2	-34
	<u>10,775.05</u>			

CARRIED

14.0 ADJOURNMENT:

The meeting was adjourned at 6:35 p.m.

THESE MINUTES ADOPTED BY COUNCIL THIS _____ DAY OF JUNE 2022.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

DRAFT



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

Meeting: Regular Council Meeting
Meeting Date: June 22nd, 2022
Originated By: Joyce Vanderlee
Agenda Item: 7.0 Reports

BACKGROUND/PROPOSAL

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

That the Following Report be considered by Council
Millet Library Board April 2022 Minutes

COSTS/SOURCE OF FUNDING

RECOMMENDED ACTION:

Town of Millet Library Board Minutes

April 5, 2022

Connect...with each other

Learn...continuously

Discover...the possibilities

Present: Charlene Van de Kraats, Mike Bennett, Susan Williamson, Kourtland Fox, Jillian Meyers, Jackie Peel

Absent: Chris Richards

1. Called to Order at 6:33pm
2. Adoption of Agenda moved by J. Meyers, carried
3. Adoption of March 15, 2022 Minutes moved by S. Williamson, carried
4. Correspondence:
 - a. Appointment of J. Peel as Millet Library Board Trustee (March 23/22), accepted as presented
5. New Business:
 - a. Introduction to Plan of Service: Jordan DeSousa
 - b. Plan of Service Committee created including: J. Meyers, J. Simms, J. Peel, S. Williamson, C. Van de Kraats
6. Meeting Dates for 2022- June 7, August 2, October 4

Next meeting June 7 at 6:30

Meeting Adjourned at 8:08pm

Wandekraats

COUNCIL MEETING

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COUNCIL MEETING

JUN 22 2022

ITEM # 7.1

P11



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

Meeting: Regular Council Meeting
Meeting Date: June 22, 2022
Originated By: Lisa Novotny, Director of Development and Infrastructure
Agenda Item: 2022-08 Bylaw Recreation and Facilities Fees and Charges

BACKGROUND/PROPOSAL

As a result of the elimination of Policy 29A the Agriplex Operating Committee, a new fee bylaw needs to be established to set fees for recreation and facility usage.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The fees proposed for the Community Hall, Banquet Room and Hugo Witt room as consistent with what is currently being charged. New fees have been added for the boardroom and rooms below the Administration offices at the Millet Civic Centre.

The fees proposed for the arena are based on the existing rates being charged, the rates of surrounding communities, and discussions with Millet Minor Hockey regarding the proposed rates. A copy of rates in the surrounding communities as well as the proposed rates for Millet is attached as information.

The fees for baseball have been included in this bylaw so all the recreation fees are in one spot. One change has been proposed to the Local Minor Tournaments, that the fees charge are per day, not per weekend as some tournaments are only two days.

This bylaw has been amended for second reading to include a statement that all fees will have GST added.

COSTS/SOURCE OF FUNDING

Using the arena bookings from the 2021\2022 season along with the rates contemplated by Bylaw 2022-08, the increase in revenue would have been \$9,265.

RECOMMENDED ACTION:

That Council give second reading to Bylaw 2022-08 as amended.
That Council give third and final reading to Bylaw 2022-08.

COUNCIL MEETING

JUN 22 2022

ITEM # 8.1

BYLAW NO. 2022-08

**A BYLAW OF THE TOWN OF MILLET
IN THE PROVINCE OF ALBERTA**

TO ESTABLISH FEES FOR THE USE OF TOWN OWNED FACILITIES

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 several facilities throughout Millet;

AND WHEREAS, this bylaw will establish fees and charges for the use of most Town owned and operated facilities;

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

1. That for the purpose of this bylaw the following definitions shall be used:
 - 1.1. Prime Time is Monday thru Friday 3:00 pm to 10pm and Saturday and Sunday 8:00am to 10pm.
 - 1.2. Non-Prime Time is any time outside of Prime Time hours
 - 1.3. Local user is defined as a minimum of 51% user membership by Town of Millet and/or County of Wetaskiwin residents
 - 1.4. Damage Deposit is a sum of money paid in relation to a rented space to ensure it is returned in good condition.
 - 1.5. Key Deposit is a sum of money paid to ensure keys are returned the day following an event
 - 1.6. Normal Wear and Tear is the deterioration that occurs over time with the use of the premises even though it receives reasonable care and maintenance.
2. Fees for the use of Town owned and operated facilities are established in Schedule A – Fees and Charges and are subject to GST.
3. That Damage Deposits will be returned within 60 days after the usage date if there is no damage beyond Normal Wear and Tear.

4. That this Bylaw shall come into full force upon signing and that Bylaw 2022-06 be rescinded concurrently.

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

MAYOR

CHIEF ADMINISTRATIVE OFFICER

**SCHEDULE A
FEES AND CHARGES**

Agriplex Banquet Hall	
Banquet Hall -- Full Rental	\$500 per day
Banquet Hall -- Full Rental Funeral	\$200 per day plus damage deposit
Banquet Hall Kitchen Only	\$25 per hour minimum 4 hours
Banquet Hall No Kitchen Day Rate	\$250
Banquet Hall No Kitchen Hourly Rate	\$40 per hour (4 hour minimum)
Damage Deposit -- Full Rental and/or Banquet Hall only (no kitchen)	\$1,000
Damage Deposit Kitchen Only	\$500
Key Deposit	\$75
Corkage Fee	\$50

Hugo Witt Meeting Room	
Daily Rate	\$100
Hourly Rate	\$20
Damage Deposit	\$100
Key Deposit	\$75

Ice Rental Prime Time	
Local Minor	\$100 per hour
Local Adult or Business	\$185 per hour
Local Junior	\$120 per hour
Non-Local Minor	\$135 per hour
Non-Local Adult or Business	\$230 per hour
Non-Local Junior	\$150 per hour
Public Skating Sponsorship	\$60 per hour
Statutory Holiday Premium	Additional 25% to hourly rate

Ice Rental Non-Prime Time	
Local Minor	\$85 per hour
Local Adult	\$135 per hour
Local Junior	\$100 per hour
Non-Local Minor	\$100 per hour
Non-Local Adult	\$150 per hour
Non-Local Junior	\$135 per hour
Statutory Holiday Premium	Additional 25% to hourly rate

Arena Surface -- Off Season No Ice	
Local	\$300 per day

Local	\$30 per hour (2 hour minimum)
Non-Local	\$350 per day
Non-Local	\$60 per hour (2 hour minimum)
Damage Deposit	Same as daily rate
Damage Deposit – Multiple Day Events	\$750
Key Deposit	\$75

Millet Civic Centre Room Rentals	
Community Hall	\$350.00 Weekday – all day 9am-3am Monday to Friday
	\$400.00 Weekend – all day 9am-3am Saturday or Sunday
	\$25 per hour Monday – Friday (2 hour minimum)
	\$30 per hour Saturday or Sunday (2 hour minimum)
Town Administration Lower Level Only available during regular office hours, no tables and chairs	\$15 per hour (minimum 2 hours)
Town Administration Lower Level Only available during regular office hours, no table and chairs	\$75 per day
Centre Boardroom	\$20 per hour
Centre Boardroom	\$100 per day
Damage Deposit – Community Hall	\$300
Damage Deposit – All other rooms in Millet Civic Centre	\$100
Key Deposit	\$75

Ball Diamonds	
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	\$100 per day for all three diamonds
Non-Local Minor Ball Tournament	\$150 per day for all three diamonds plus \$300 deposit
Adult Teams	\$40 per diamond per use (maximum 3 hours)
Adult Tournaments	\$250 per day for all three diamonds plus \$300 deposit
Statutory Holiday Premium	Additional 25% of the rental fee



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

Meeting: Regular Council Meeting
Meeting Date: June 22nd 2022
Originated By: Lisa Schoening
Agenda Item: 11.1 Appointment of Member at Large Municipal Planning Committee

BACKGROUND/PROPOSAL

Municipal Planning Committee requires a member at large to complete the committee

COSTS

N/A

RECOMMENDATION:

That Council considers Vicki Pyle as the member at large for the Municipal Planning Committee

COUNCIL MEETING

JUN 22 2022

ITEM # 11.1