



**REGULAR COUNCIL MEETING AGENDA
TOWN OF MILLET**

**Wednesday, March 15th, 2023
4:00 p.m.
MCC Council Chambers**

1.0 CALL TO ORDER

2.0 TREATY 6 RECOGNITION

3.0 PUBLIC HEARING

3.1 Bylaw 2023-02

4.0 ADDITIONS AND ADOPTION OF AGENDA

5.0 ADOPTION OF MINUTES

5.1 February 22nd, 2023 – Regular Meeting of Council

6.0 DELEGATIONS

7.0 REPORTS

7.1 Fire Department – Call History February 2023

7.2 Millet Seniors 2022 year in Review

8.0 BYLAWS

8.1 Bylaw 2023-02 Land Use Bylaw Amendment

9.0 AGREEMENTS

10.0 CORRESPONDENCE

11.0 NEW BUSINESS

- 11.1 Sponsorship and Advertising Policy
- 11.2 Fire Department Annual Awards Night Celebration
- 11.3 Museum Requests
- 11.4 FCSS Funding Requests

12.0 CLARIFICATION OF AGENDA

13.0 CLOSED SESSION

- 13.1 Legal Land – sections 25 of the Freedom of Information and Privacy Act
- 13.2 Legal Land - sections 21 of the Freedom of Information and Privacy Act
- 13.3 Legal Land - sections 16 of the Freedom of Information and Privacy Act

14.0 ADJOURNMENT

PUBLIC HEARING AGENDA
BYLAW 2023-02
March 15, 2023 @ 4:00 PM

1. **Opening of Public Hearing** (Mayor to open public hearing)
2. **Purpose of Hearing** (to be read by Mayor)

To provide the public with the opportunity to provide their comments on Bylaw 2023-02 being an amendment to the Land Use Bylaw 2018-11 to reclassify Plan 3640RS, Block 3, Lots 3 and 4 from R3 – Medium Density Residential to R2 – Low Density Residential.

3. **Confirmation of Notice** (asked for by Mayor) (reply from Development Officer)

Notice of the Public Hearing was placed on the Town of Millet website www.millet.ca to allow ample time for residents to view the Bylaw; and

Notices were sent to adjacent property owners.

4. **Development Officers Report** (asked for by the Mayor) (Reply from Development Officer)

The purchaser of Plan 3640RS, Block 3, Lots 3 and 4 has requested a zoning amendment to accommodate future development (still to be finalized) of the properties. As the R2 zoning district is less intensive than the R3 Medium Density district, the proposed amendment is supported by Administration as it is consistent with the Municipal Development plan as a residential use.

5. **Written Submissions** (asked for by Mayor) (reply by Development Officer) (Legislative Assistant to read written submissions if any submitted by deadline.)
6. **Persons Wishing to be Heard** (Mayor to ask if there are any persons wishing to be heard) (Development Officer to reply)

(Mayor to ask if there are any other persons wishing to be heard) (Public opportunity to speak) (second time)

(Mayor to ask if there are any other persons wishing to be heard) (Public opportunity to speak) (third time)

7. **Closure of Public Hearing**

COUNCIL MEETING

MAR 15 2023

ITEM # 3.1



REGULAR MEETING OF COUNCIL
TOWN OF MILLET
VIA Zoom
February 22nd, 2023
4:00 p.m.

PRESENT:

MAYOR	Doug Peel
COUNCILLORS	Gerdie Hogstead Mike Bennett Susie Petrisor Mat Starky Charlene Van de Kraats
C.A.O.	Lisa Schoening
DIRECTOR OF INFRASTRUCTURE	Lisa Novotny
DIRECTOR OF FINANCE	Annette Gordon
DIRECTOR OF OPERATIONS	Rob Pelletier
PRESS	Christina Max
ABSENT WITH REGRET	Councillor Rebecca Frost Joyce Vanderlee

1.0 CALL TO ORDER:

The meeting was called to order by Mayor Peel at 4:00 p.m.

2.0 TREATY 6 RECOGNITION:

COUNCIL MEETING

MAR 15 2023

ITEM # 5.1

3.0 **PUBLIC HEARINGS:** NONE4.0 **ADDITIONS, DELETIONS AND ADOPTIONS OF AGENDA:**

Res # 035/23	Moved by Councillor Bennett that the following items are hereby added to the agenda and further that the agenda is hereby adopted, as amended: 11.3 March Meeting Dates
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*CARRIED*5.0 **ADOPTION OF MINUTES:**

Res #036/23	Moved by Councillor Starky that the February 8 th , 2023, Regular Meeting of Council Minutes are hereby approved, as presented.
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*CARRIED*6.0 **DELEGATIONS:** NONE7.0 **REPORTS:**

Res #037/23	Moved by Councillor Van de Kraats that the Reports are hereby accepted as information.
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*CARRIED*8.0 **BYLAWS:**

Res #038/23	Moved by Councillor Petrisor that Council give first reading to Bylaw 2023-02.
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*CARRIED*9.0 **AGREEMENTS:** NONE10.0 **CORRESPONDENCE:** NONE11.0 **NEW BUSINESS:**

11.1 Park and Community Master Plan

Res #039/23	Moved by Councillor Van de Kraats that council accept the presentation on the Parks and Community Master Plan, as information.
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CARRIED

11.2 Rescind Policy 24 – Facility Rental Agreement

Res #040/23	Moved by Councilor Hogstead that Policy 24 being the Facility Rental Agreement is hereby rescinded.
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CARRIED

11.3 March Meeting Dates

Res #041/23	Moved by Councillor Bennett that the regular council meetings on March 8 and 22, 2023 be cancelled and that a meeting be scheduled for March 15, 2023.
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*CARRIED*12.0 **CLARIFICATION OF AGENDA:** NONE*Rob Pellétier and Christina Max left meeting at 4:38 pm*

Res #042/23 Adjournment	Moved by Councillor Van de Kraats that the Regular Council Meeting temporarily adjourn, and Council sit in Closed Session to discuss Items 13.1 Sections 16 and Section 24 (1)(a) of the Freedom of Information and Protection of Privacy Act, at 4:39 p.m.
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*CARRIED*13.0 **CLOSED SESSION:**

Res #043/23 Reconvene	Moved by Councillor Bennett that the Regular Council Meeting reconvene from Closed Session at 4:50 p.m.
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CARRIED

Res #044/23	Moved by Councillor Bennett that council schedule a public hearing for Bylaw 2023-02 for Wednesday March 15, 2023 at 4:00 pm to be held in Council Chambers in the Millet Civic Centre at 4528- 51 Street.
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CARRIED

14.0 ADJOURNMENT:

The meeting was adjourned at 4:53 pm

THESE MINUTES ADOPTED BY COUNCIL THIS 15th DAY OF MARCH 2023.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

DRAFT



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

Meeting: Regular Council Meeting
Meeting Date: March 15, 2023
Originated By: Joyce Vanderlee
Agenda Item: 7.0 Reports

BACKGROUND/PROPOSAL

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

That the Following Reports be considered by Council
Millet Fire Department Call history for February 2023
Millet Seniors 2022 Year in Review

COSTS/SOURCE OF FUNDING

RECOMMENDED ACTION:

Annual Report for 2022 Millet Seniors

In 2022 we had 72 members.

We had 9 meetings with an average of 31 members present.

We had 6 guest speakers on topics of Mental Health Outreach, Millet Fish and Game, Financial Management, How to get Organized, Understanding Mental Health and Grief and Bereavement.

We went to the Cow Pattie Theater in March and December.

Celebrated Pink Shirt Day

Organized one Whist Tournament

Worked with the Millet Agricultural Society for a Garden Tour

Went to Peaceful Valley

Applied for and received a FCSS grant from the Town

Applied for and received a New Horizon Grant from the Federal Government for \$25,000. Contracted the Millet Museum to run it for us.

Offered a Seniors in a Digital world course. 37 registered.

Went on Field trips to Fort Edmonton, Telus World of Science, Muttart Conservatory, Legislative Buildings.

Offered a Chair yoga course.

Received information at meetings from the Town, Wellness Committee and Millet Museum

A busy year. Seems like everyone want to do something after 2 years of Covid restrictions. Our members are active in the community with each member doing an average of over 11 hours of volunteer time per week.

I would like to thank the executive for all of their work .

COUNCIL MEETING

MAR 15 2023

ITEM # 7.2



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

Meeting: Regular Council Meeting
Meeting Date: March 15, 2023
Originated By: Lisa Novotny, Director of Development
Agenda Item: 8.1 Bylaw 2023-02 Land Use Bylaw Amendment

BACKGROUND/PROPOSAL

A request has been received from the purchaser (with the consent of the owner) to reclassify Plan 3640RS, Block 3, Lots 3 and 4 from R3 – Medium Density Residential to R2 – Low Density Residential. This bylaw was given first reading at the February 22nd meeting and a public hearing has\will be held earlier this meeting.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The purchaser of the above noted lands has requested a zoning amendment to accommodate future development (still to be finalized) of the properties. As the R2 zoning district is less intensive than the R3 Medium Density district, the proposed amendment is supported by Administration. The proposed amendment is consistent with the Municipal Development Plan which identifies the area as residential.

COSTS/SOURCE OF FUNDING

The fees paid by the applicant cover the cost of the proposed bylaw amendment.

RECOMMENDED ACTION:

That Council give second reading to Bylaw 2023-02.
That Council give third and final reading to Bylaw 2023-02.

COUNCIL MEETING

MAR 15 2023

ITEM # 8.1

BYLAW NO. 2023-02
A BYLAW OF THE TOWN OF MILLET
IN THE PROVINCE OF ALBERTA
TO AMEND BYLAW 2018-11 BEING THE LAND USE BYLAW

WHEREAS Section 639 of the Municipal Government Act, Chapter M-26, RSA 2000 requires municipalities to pass a land use bylaw;

AND WHEREAS, Section 640(1) gives the authority for a land use bylaw to prohibit or regulate and control the use and development of land and buildings in a municipality;

AND WHEREAS, Council for the Town of Millet has approved Land Use Bylaw 2018-11;

AND WHEREAS, a request has been made to Council to consider the reclassification of two properties from R3 – Medium Density Residential to R2 – Low Density Residential;

AND WHEREAS, the purpose of the R3 – Medium Density Residential district is to establish a district which land is primarily used for medium density residential;

AND WHEREAS, the proposed land use R2 – Low Density Residential district is to establish a district which is primarily used for low-density residential development;

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

1. That the following properties be reclassified from R3 – Medium Density Residential to R2 – Low Density Residential:
PLAN 3640RS
BLOCK 3
LOT 4
EXCEPTING THEREOUT ALL MINES AND MINERALS AND THE RIGHT TO WORK THE SAME
CIVIC ADDRESS: 5115 – 45 AVENUE

and

PLAN 3640RS

BLOCK 3

LOT 3

EXCEPTING THEREOUT ALL MINES AND MINERALS AND THE RIGHT TO WORK

THE SAME

CIVIC ADDRESS: 5110 – 45 AVENUE

2. That Bylaw 2023-02 shall come into full force upon signing.

Read a first time this _____ day of _____, A.D., 2023.

Read a second time this _____ day of _____, A.D., 2023.

Read a third and final time this _____ day of _____, A.D., 2023.

TOWN OF MILLET

MAYOR

CHIEF ADMINISTRATIVE OFFICER



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

Meeting: Council Meeting
Meeting Date: March 15, 2023
Originated By: Lisa Schoening
Agenda Item: Sponsorship and Advertising Policy

BACKGROUND/PROPOSAL

This policy was sent to the policy review committee and only 1 change was requested, being under “Other Advertising Guidelines” which stated:

3. Advertisements of alcoholic and tobacco products may be accepted so long as permitted by law whether Federal, Provincial or Municipal. Notwithstanding the above, the Town may at any time, make changes to its policy on the advertising of alcoholic and tobacco products, in which event the Town shall provide the company with 90 days’ advance notice in writing of the intended changes.

Has now been changed to:

3. Advertisements of alcoholic and tobacco products must have permission of Council by resolution.

Recommended Resolution:

That Council adopt the Sponsorship and Advertising policy, as presented.

COUNCIL MEETING

MAR 15 2023

ITEM # 11.1



TOWN OF MILLET SPONSORSHIP AND ADVERTISING POLICY

Policy Number:

Date of Issue:

Motion Number:

Number of Pages:

Supersedes: NEW

Signature of Approval: _____
Doug Peel, Mayor

Policy Statement

The Town of Millet welcomes and encourages sponsorship and advertising to assist in the provision of Town services, programs, and events. All sponsorship and advertising shall be consistent with the Town of Millet's vision, mission and values and must not compromise or contradict any bylaw or policy of the Town or reflect negatively on the Town's public image. All sponsorship and advertising agreements shall be established in a manner that ensures access and fairness, and results in the optimal balance of benefits to the Town of Millet.

This policy applies to all relationships between the Town of Millet and businesses, organizations, and individuals that contribute either financially or In-kind to Town programs, services, assets, or events in return for recognition, public acknowledgement, or other promotional considerations.

This policy specifically applies to the following:

- a. Naming/renaming of Town property, buildings, spaces, and structures;
- b. Program and event partnerships;
- c. Paid advertising on Town property, at Town events, and in Town publications; and
- d. All other partnership and advertising opportunities that may arise in the future shall be governed by this policy.

Any and all sponsorship agreements and advertising agreements that are in effect prior to this policy coming into effect are exempt from the operation of the policy. Any and all sponsorship agreements and advertising agreements entered into subsequent to this policy coming into effect must comply with this policy.

Purpose

To increase the opportunities for revenue generation for the Town of Millet, while safeguarding the Town's corporate values, image, assets, and interests.

Definitions

“Advertiser” means a person or company who advertises a product, service, event, or business.

“Advertising/Advertisements” means the paid placement or use of paid media by an advertiser on one or more assets of the Town. Advertising may be purchased by an advertiser at rates, in locations, and for times as the Town may determine. The advertiser is not entitled to any additional benefits other than those accruing from access to and use of the assets as outlined in the applicable advertising agreements. Advertising does not imply any association between the advertiser and the Town.

“Advertising Agreement” means mutually beneficial, contractual agreement that reflects the arrangement for the exchange of advertising benefits between the Town and an external party for a specified period of time.

“Asset” means a visible, promotional area that is owned by a property. Assets are normally tangible in nature (e.g. an arena). An asset may include, but not be limited to, an entire building, or part of a building, or any other property or thing that the Town owns.

“Benefits” means benefits are normally promotional in nature (e.g. having a logo on the arena ice surface). Benefits shall normally be bundled into packages for sponsors to purchase as part of a sponsorship agreement.

“Event” means an activity with a defined start and end date that is organized or endorsed by the Town.

“In-kind” means a transaction involving goods or services that is provided to a project where no money is exchanged between the two organizations. In-kind services may be in the form of a Sponsorship or a donation.

“Facility Naming Rights” means a type of sponsorship where a company, organization, enterprise, association, or individual purchases the exclusive right to name an asset (e.g. a sports facility).

“Fair Market Value” means an estimate of the monetary and/or In-kind value that an unpressured sponsor is willing to pay to the Town. Fair market value is set by the Town, using an external or internal assessment and a formal asset valuation process.

“Formal Asset Valuation” means a formal process which uses a combination of industry best practice and sponsorship valuation formulas to capture the tangible and intangible values of a given asset.

“Fulfillment” means a delivery of benefits to a sponsor, in exchange for the benefits to be furnished to the Town, pursuant to a sponsorship agreement.

“Partnership” means any form of cooperation or collaboration between individuals or organizations that enables the sharing of financial, material, intellectual, or human resources in order to achieve objectives of a common project.

“Program” means a series of activities managed by the Town that are delivered over a specified period of time.

“Sponsor” means the sponsor is a third-party company, organization, enterprise, association, or individual that enters into a sponsorship agreement.

“Sponsorship” means a mutually agreed-upon, marketing-oriented contract between the Town and a third-party company, organization, enterprise, association, or individual evidenced in writing whereby the sponsor contributes money and/or other value In-kind to a Town event, facility, program, or project, in return for recognition, acknowledgement, promotional considerations and/or other benefits. Sponsorship does not include donations, gifts, or advice to the Town where no business relationship or association is contemplated or is required and where no reciprocal consideration is being sought. Sponsorships can come in the form of financial assistance, non-cash goods, or contributions of skills and/or resources.

“Sponsorship Agreement” means a mutually beneficial, contractual agreement that reflects the arrangement for the exchange of marketing benefits between the Town and an external party for a specified period of time.

“Town” means the Town of Millet.

Responsibilities

1. Council is responsible for approving all facility naming rights sponsorship and exclusivity agreements.
 - a. A written report to Town Council for concept approval will include: the list of assets for sale, value of the asset in the marketplace, length of term of sponsorship (up to a maximum of 10 years), list of potential sponsors and benefits the sponsor will receive.
 - b. Town Council approval is required prior to sponsors being approached
 - c. Administration will then enter into negotiations and return to Town Council for approval of the final agreement.
2. The C.A.O., or their designate, is responsible for the following:
 - a. Implementing and managing the Town’s sponsorship and advertising programs in accordance with other relevant policies.
 - b. Soliciting, negotiating, and administering sponsorship and advertising opportunities;
 - c. Fulfilling all Town responsibilities detailed in sponsorship and advertising agreements; and
 - d. Authorizing the Town’s entry into any sponsorship or advertising agreement except for those concerning facility naming rights, which must be approved by Town Council.
3. Town department managers are responsible for the following:
 - a. Coordinating with the C.A.O. or their designate regarding agreements, activities, and fulfillment related to potential and active sponsorships and advertising in their respective area; and
 - b. Maintaining a log of all active sponsorships agreements, advertising agreements, and related activities within their department, and providing the C.A.O. or their designate with an updated version of the log.

Sponsorship Categories

1. All Sponsorship activities involving the Town shall fall into one of the following categories:
 - a. Facility naming rights: purchasing the exclusive right to name an asset.
 - b. Other facility recognition: financial or in-kind contributions to the Town in return for promotional benefits within a Town-owned asset (e.g. meeting room).

c. Town-initiated program, service, or event: financial or in-kind support for Town organized activities. The sponsor's name may be directly associated with the activity (e.g. "presenting" or "title" sponsorship) and the sponsor shall be provided with a variety of temporary marketing opportunities.

d. Exclusive supplier agreement: a contract between the Town and an external supplier, evidenced in writing, in which the supplier agrees to provide the Town with property or supply of goods and/or services in exchange for monetary or in kind compensation from the Town. Exclusivity agreements can be developed with suppliers that have bid on opportunities offered to tender.

Standards

1. Sponsorship or advertising agreements shall adhere to the criteria and standards of this policy and shall incorporate terms and conditions specific to the sponsorship or advertising opportunity.
2. The Town may enter into any sponsorship or advertising agreement when such partnerships are mutually beneficial in a manner that is compatible with the Town's mission, values, and policies and where there is a significant revenue opportunity for the Town, net the cost of providing signage or other sponsor recognition.
3. All sponsorships and advertising agreements must comply with federal and provincial statutes, municipal bylaws, and the standards set out by the Canadian Advertising Standards Council (CCAS) administered by Advertising Standards Canada.
4. The Town shall not relinquish to the sponsor or advertiser any aspect of the Town's right to manage and control the Town's Assets or property.
5. Solicited and unsolicited sponsorship and advertising proposals received by the Town shall be reviewed and evaluated as per the provisions of this policy. The Town reserves the right to reject any sponsorship or advertising proposal.
6. Sponsorship recognition shall not detract from the physical attributes, character, integrity, or safety of Town-initiated Events, and/or Town-owned facilities or any other assets and shall respect the use of the Town brand.
7. The length of term for Sponsorship Agreements may be limited to an event or for a defined period. The term should consider the cost of providing signage and other Sponsor recognition and still provide an adequate financial return to the Town. Facility naming rights must be for a specified term that is less than 10 years and may never continue in perpetuity.
8. The Town may offer the sponsor the right to renew the sponsorship agreement subject to reaching satisfactory terms and conditions.
9. Sponsorship and advertising shall not result in, or be perceived to result in, any competitive advantage, benefit, or preferential treatment outside of the agreement. The relationship must not cause a Town employee to receive any produce, service, or asset for personal gain or use.

10. The Town does not endorse the products, services, or ideas of any sponsor and sponsors are prohibited from implying that their products, services, or ideas are sanctioned by the Town.
11. Available sponsorship and advertising opportunities shall be promoted, either annually or as contract terms expire, using open and transparent processes. Facility naming rights shall be done through the competitive bidding process.
12. Sponsorship rights are non-transferable without the prior written consent of the Town.
13. The Town may cancel sponsorship rights in the event the sponsor enters a bankruptcy or receivership, or is involved in one or more activities which are illegal or deemed unethical by the Town.
14. Sponsorship opportunities shall undergo a formal assessment valuation to determine the fair market value of each asset.
15. Sponsorships are not eligible for charitable income tax receipts.

Other Advertising Guidelines

1. The Town is the sole and final arbiter in all matters relating to advertising acceptance and it may refuse or order the removal of any advertising material at any time in its absolute discretion. The Town's decisions concerning advertising acceptance shall be guided by the Canadian Code of Advertising Standards.
2. The Town shall not accept any advertising materials which:
 - a. Condone any form of personal discrimination, including discrimination on a prohibited ground pursuant to the Canadian Human Rights Act and the Province of Alberta's Human Rights Code;
 - b. Demean, denigrate, or disparage any identifiable person, group or persons, organization, profession, product, or service or attempt to bring them into any public contempt or ridicule;
 - c. Undermine human dignity, display obvious indifference to it, or which encourage, gratuitously and without merit, conduct or attitudes that offend the standards of public decency among a significant segment of a population; or
 - d. Appear in a realistic manner to exploit, condone or incite violence, or which appear to condone, encourage, or exhibit obvious indifference to unlawful behaviour.
3. Advertisements of alcoholic and tobacco products must have permission of Council by resolution.
4. Advertising of a political or religious nature may be permitted if it meets the requirements of the Canadian Code of Advertising Standards. In order to avoid creating the impression that the Town is supporting a given party or candidate, all political advertising and advertisements shall indicate that the advertising or advertisement is paid for by a party or candidate and indicate the name of that party or candidate.

Fund Allocation

1. Proceeds received by a Town-initiated program or event sponsorship shall be allocated directly to support Town-initiated programs or events.
2. Proceeds from the facility naming rights with respect to an asset shall be allocated to the capital reserve fund associated with that asset.
3. Other sponsorship proceeds received by the Town shall be allocated to the Town's general revenue account unless specified in the sponsorship agreement that proceeds received are to be used for a specific purpose. This allocation can be changed by the mutual agreement of both parties in writing.



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

Meeting: Council Meeting
Meeting Date: March 15th 2023
Originated By: Lisa Schoening
Agenda Item: 11.2 Millet Fire Awards Banquet

BACKGROUND/PROPOSAL

Millet Fire Department will be hosting their annual awards night on April 22nd, 2023 at the Millet Agriplex Banquet Hall. Cost of tickets TBD

RECOMMENDED RESOLUTION

Does Council wish to attend the awards?

COUNCIL MEETING

MAR 15 2023

ITEM # 11.2



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

Meeting: Council Meeting
Meeting Date: March 15th 2023
Originated By: Lisa Schoening
Agenda Item: 11.3 Millet & District Museum

BACKGROUND/PROPOSAL

Millet & District Museum submitted letter with the following requests:

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Millet and District Museum Archives has the following requests:

1. Fees and Damage Deposit for Banquet Hall be waived for Induction Ceremony on June 1, 2023.
2. Mayor Peel or a council member to bring Greetings to the Pioneer Induction and Museum Opening on June 1st 2023.
3. Written Permission to use this green space and erect a tipi on the grounds North of Museum past the fire truck pad. (as this was time sensitive the letter has already been written and submitted to the Museum)
4. Invitation for council to tour the Museum on March 28th, 2023.at 5:00 pm.

RECOMMENDATION

That Council provide Administration with resolutions to the above requests

COUNCIL MEETING

MAR 15 2023

ITEM # 11.3



**Millet & District Museum
Archives
Visitor Services**

An Ever Changing Award Winning Experience

Millet Town Council
4528 51 St,
Millet, AB
T0C 1Z0

To Millet's Town Councillors,

The Millet & District Historical Society (MDHS) requests the Town waive the Agriplex fee for our Pioneer Women Induction Ceremony on Saturday, June 10, 2023, with set up on Friday, June 10. We also request congratulatory certificates from the Town of Millet for our inductees (Joanne Maynard, Pat Hughes, May Pydde, Grace French, & Al Kilborn) and that Council send a representative to the ceremony, to present remarks and the certificates on behalf of the Town of Millet. The ceremony will begin at 1:00 PM sharp.

We will be holding an opening event for the arrival of the Cree: The People's Language travelling exhibit from the Canadian Language Museum on August 19, 2023. We request permission to temporarily erect a tipi on the grounds north of the museum (past the fire truck pad) for this event. We will be writing a grant to support this event and will require written permission from the Town to use the green space. We require this letter by Wednesday, March 15 at 5:00PM.

The MDHS invites Council to the museum on Tuesday, March 28 at 5:00 PM, for a tour of the Museum, including our new emergency exit and certified kitchen.

Sincerely,

Mary Hegge
MDHS President

The Millet and District Historical Society
P.O. Box 178 Millet, Alberta T0C 1Z0 5120-50 Street Phone 780 387 5558 Fax 780 387 5548
info@MilletMuseum.ca MilletMuseum.ca



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

Meeting: Regular Council Meeting
Meeting Date: March 15, 2023
Originated By: Hailey Glover
Agenda Item: 11.4 FCSS Funding Requests

BACKGROUND/PROPOSAL

Family Community Support Service grant applications were due January 31st, 2023, and then to be brought to Council for approval to help programs within the community. As per the policy any applicants who fail to submit reporting from 2022 forfeit their right to receive funding in 2023.

DISCUSSIONS/OPTIONS/BENEFITS/DISADVANTAGES

Grant Requests:

- Millet FCSS: \$10,000 – Programming
- Millet and District Seniors \$1,000- Transportation
- Millet Library Town of Millet Library Board \$ 12,000.00 – Programming
- Library Town of Millet Library Board \$750.00 – Volunteer Appreciation
- Wetaskiwin Theatre Society - Manluck Theatre - \$5,000.00 – Programming
- Millet Fish & Game - \$2,000.00- Programming Supplies
- Victim Services- \$2,000.00 – Volunteer Training & appreciation
- Millet Wellness - \$13,000.00 – Community Programming
- Millet & District Arts and Crafts Guild - \$,1000.00 – Volunteer Appreciation
- Millet & District Historical Society/ Millet Museum - \$5,000.00- Cultural Programming
- Millet and District Recreational and Agricultural Society - \$14,000.00 – Millet Harvest Festival

Total amount of requests: \$65,750.00

COSTS

FCSS grant 80% and 20% municipal contribution.

RECOMMENDATION

Council to decide which grants to approve and in what amount. There is only \$46,100.00 available in grant funding, \$19,646 less than requested.

COUNCIL MEETING

MAR 15 2023

ITEM # 11.4

FCSS Applications 2023

Applicant	2023 Ask Amount	What for?	Approved Amount from 2022	Application Compliance	Council Approval
Millet and District Seniors	\$1,000.00	Social support and community participation, individuals experience personal wellbeing. To charter a bus to take 50 seniors to a dinner theatre in either Nov/Dec of 2023. In the past we have gone to the Cow Pattie Theatre in Lacombe. The Tickets are open to our members first and then to seniors who live in Millet. We never have an empty seat and usually a waiting list. People pay for their own ticket. This grant will cover the majority of the cost, and we will take the extra cost for the bus out of our general account so that the day will be very affordable.	\$1,000.00	Provided reporting and application on time.	
Millet Library Town of Millet Library Board	\$12,000.00	The Millet library's children and family programming is designed to foster children's social, emotional, educational, and interpersonal skills. Our STEAM program (science, technology, engineering, arts, math) runs several days a week for school aged children which is available both in person and as a kit for preschool aged children. We offer a variety of other programs and events throughout the year for the families of Millet such as PD days, summer programs, wellness events, scavenger hunts, mental health days, milk and cookies, and drop in programs. This past year, we had 5,600 participants in our children's programs, and we anticipate around 6,000 will participate in our programs next year. We offer our programs numerous times a week which provides structure and stability for the children attending. With the library's proximity to the school and centre of town all our children's programs have been well attended. To be inclusive of all the members of our community we have made it our goal to make all our programs free, which has positively impacted many children who would not get to take part in these types of programs.	\$6,750	Provided reporting and application on time.	
Millet Library Town of Millet Library Board Volunteer Appreciation	\$750	The Millet Library has over 40 volunteers that support the library through outreach activities, programming, circulation, and daily operations. We have numerous students that come in regularly after school and seniors that help us throughout the day. The volunteers that are a part of our Friends of the Millet Library Society work tirelessly to fundraise for the library and donate well over \$5,000 every year to items that the library otherwise might not be able to purchase. Our volunteers donated 750 hours this past year - valued at \$11,250 if we paid them minimum wage.	\$750.00	Provided reporting and application on time.	
Wetaskiwin Theatre Society - Manabek Theatre	\$5,000.00	The Wetaskiwin Theatre Society's programs and activities enhance the cultural fabric of our community by providing an opportunity for audiences to experience live performances by both amateur and professional artists in their home community. Community members also have an opportunity to display their talents and express their creativity through performing arts. As well the facility provides an opportunity to bring in other types of entertainment for the enjoyment of our community members. The Wetaskiwin Theatre Society welcomes and encourages partnership with schools and youth organizations encouraging students to audition for roles or other behind the scenes activities and to use our facility for their programs. Students and community members are invited to participate in performing arts workshops and other educational opportunities. The Wetaskiwin Theatre Society's efforts to operate a performing arts facility provide a much needed venue for other arts and community groups. Millet residents are society members, patrons, board members, committee members and performers at our facility.	N/A	N/A	
Victim Services	\$2,000.00	Wetaskiwin and District Victim Services assists individuals affected by crime and/or tragedy. We provide support, information and referrals in the immediate aftermath of a crime or tragic event, throughout the police investigation and during the criminal justice proceedings. Our units are police-based, volunteer driven and we currently employ 4 full time staff members in addition to 12 community volunteers. Our volunteers are an essential part of our unit and ongoing training is a critical component to our risk mitigation and volunteer recruitment and retention strategy. Professional trained volunteers provide professional services. In 2020 the Government of Alberta through our JSG Grant has reduced staff and volunteer training to \$1,000.00 per unit. This is not enough to train our volunteers and the continued support from FCSS is much needed so that we can continue to offer professional development opportunities to our volunteers.	\$2,000.00	Provided reporting and application on time.	
Millet Fish and Game	\$2,000.00	Begin development of an Archery Club for Millet, County of Wetaskiwin and Wetaskiwin residents of all ages. Certified instructors are located at archery range to help teach individual proper skills. This allows for community members to be outdoors, be active, learn new skills while socializing with your community. This program will help build self-confidence, a sense of community belonging.	N/A	N/A	
Millet Wellness	\$13,000	The community has indicated they are looking for ways to improve their wellbeing and individual health. Community gatherings promote connection and macro level identity and we feel hosting regular events will help the community achieve this goal. Millet Wellness targets all age groups, youth, teens, adults & seniors. We run programs dedicated to changing wellbeing for our community members. We have run programs including driver safety courses, PD day programs, Paint Nights, decluttering courses etc. funding would allow for our programs to continue and train staff to provide the best support for our community.	N/A	N/A	

2023 FCSS Applications Cont'd	Applicant	2023 Ask Amount	What for?	Approved Amount from 2022	Application Compliance	Council Approval
	Miller District Arts and Craft Guild	\$1,000.00	Funds will be used to host a volunteer appreciation dinner. Volunteers give many hours of their time to our community. Not only do these volunteers benefit our community but volunteering generates a sense of meaning and purpose as well as positive attitudes towards the community.	\$750.00	Provided reporting and application on time.	
	Miller & District Historical Society / Miller Museum	\$5,000	Miller Museum project is to implement heritage based programs for children and families, designed to help individuals connect and engage with their community. Weekly summer kids programs using community members. Create historical costumes to be worn by participating children. Family programming each Saturday w special events on the 3 summer exhibits opening June 10, August 19, a spring, fall and winter event.	\$1,600	Provided reporting and application on time.	
	Miller Ag Society	\$14,000.00	The Miller Harvest Festival is an entire weekend devoted to bringing community members together for social connections, recreational activities, and cultural opportunities. Programming is intentionally selected that will appeal to a diverse audience which includes: families with small children; youth; adults; and, seniors. On Friday, we will have programming that is targeted towards adults in the community. On Saturday, our programming will be geared towards children, youth, and seniors. On Sunday, we will have cultural programming meant for the entire community to enjoy.	\$7,000.00	Application was submitted on time. Reporting from 2022 has not been completed. As of meeting date.	
	Miller FCSS	\$10,000.00				
	Total	\$65,750.00				
	Remainder	-\$19,646.00				

