



**REGULAR COUNCIL MEETING AGENDA
TOWN OF MILLET**

**Wednesday, May 31st, 2023
4:00 p.m.
MCC Council Chambers**

1.0 CALL TO ORDER

2.0 TREATY 6 RECOGNITION

3.0 ADDITIONS AND ADOPTION OF AGENDA

4.0 ADOPTION OF MINUTES

4.1 May 17th 2023 – Regular Meeting of Council

5.0 DELEGATIONS

5.1 Inspector John Spaans -Wetaskiwin RCMP

6.0 REPORTS

6.1 Millet Wellness Update May 2023

7.0 BYLAWS

8.0 AGREEMENTS

9.0 CORRESPONDENCE

10.0 NEW BUSINESS

- 10.1 JEDI 2022 Audited Financial Statements
- 10.2 Summer 2023 Municipal Leaders' Caucus
- 10.3 Lakeside Meadows Tax Cancellation 2023
- 10.4 Development Permit 23D004
- 10.5 Development Permit 23D006

11.0 CLARIFICATION OF AGENDA

12.0 CLOSED SESSION

- 12.1 Legal Land – sections 16 and 25 of the Freedom of Information and Privacy Act

14.0 ADJOURNMENT



REGULAR MEETING OF COUNCIL
TOWN OF MILLET
May 17th, 2023
4:00 p.m.

PRESENT:

- MAYOR: Doug Peel
COUNCILLORS: Mike Bennett, Gerdie Hogstead, Susie Petrisor, Charlene Van de Kraats, Rebecca Frost, Mat Starky
C.A.O.: Lisa Schoening
OFFICE MANAGER: Joyce Vanderlee
DIRECTOR OF INFRASTRUCTURE: Lisa Novotny
PRESS: Christina Max

1.0 CALL TO ORDER:

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

2.0 TREATY 6 RECOGNITION:

3.0 PUBLIC HEARING:

Table with 2 columns: Item description (Res # 076/23 Bylaw 2023-03 Cancellation) and Action (Moved by Councillor Starky that the Public hearing for Bylaw 2023-03 be cancelled.)

COUNCIL MEETING CARRIED

MAY 31 2023

ITEM # 4.1

4.0 ADDITIONS, DELETIONS AND ADOPTIONS OF AGENDA:

| | |
|---------------------|---|
| Res # 077/23 | Moved by Councillor Van de Kraats that the agenda is hereby adopted as presented. |
|---------------------|---|

*CARRIED***5.0 ADOPTION OF MINUTES:**

| | |
|--------------------|---|
| Res #078/23 | Moved by Councillor Hogstead that the April 26th, 2023, Regular Meeting of Council Minutes are hereby approved, as presented. |
|--------------------|---|

*CARRIED***6.0 DELEGATIONS: NONE****7.0 REPORTS:**

| | |
|--------------------------------|--|
| Res #079/23 Reports | Moved by Councillor Frost that council accepts the following reports as information: Tax Aging Report March and April 2023 Bank Statement February 2023 Millet Fire Department April 2023 Call History Report |
|--------------------------------|--|

*CARRIED***8.0 BYLAWS:****8.1 *Rescind Bylaw***

| | |
|---|--|
| Res #080/23 Rescind Wellness Committee Bylaw | Moved by Councillor Van de Kraats that Council rescind Bylaw 2022-05 being the Wellness Committee Bylaw. |
|---|--|

*CARRIED***8.2 *Tax Rate Bylaw***

| | |
|---|---|
| Res #081/23 Tax Rate Bylaw First Reading | Moved by Councillor Starky that Council give first reading to Bylaw 2023-03 being the Tax Rate Bylaw. |
|---|---|

CARRIED

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|--|--|
| Res #082/23 Tax Rate Bylaw Second Reading | Moved by Councillor Frost that Council give second reading to Bylaw 2023-03 being the Tax Rate Bylaw |
|--|--|

CARRIED

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|---|---|
| Res #083/23 Tax Rate Bylaw Permission to bring forward | Moved by Councillor Hogstead that Council give permission to bring forward for third and final reading to Bylaw 2023-03 being the Tax Rate Bylaw. |
|---|---|

UNANIMOUSLY CARRIED

| | |
|---|---|
| Res #084/23 Tax Rate Bylaw Third and Final | Moved by Councillor Petrisor that Council give third and final reading to Bylaw 2023-03 being the Tax Rate Bylaw. |
|---|---|

*CARRIED***8.3 Road Closure Bylaw**

| | |
|---|---|
| Res #085/23 Road Closure Bylaw 2023-06 First Reading | Moved by Councillor Petrisor that Council give first reading to Bylaw 2023-06 being the Road Closure Bylaw. |
|---|---|

*CARRIED***8.4 Public Hearing Road Closure**

| | |
|--|--|
| Res #086/23 Public Hearing Bylaw 2023-06 Road Closure | Moved by Councillor Starky that Council schedule a public hearing for Bylaw 2023-06 for Wednesday June 14 th , 2023, at 4:00 pm to be held in Council Chambers in the Millet Civic Centre at 4528 -51 Street. |
|--|--|

*CARRIED***9.0 AGREEMENTS: NONE****10.0 CORRESPONDENCE: NONE****11.0 NEW BUSINESS:**

11.1 Request for Decision Invitation to the Maskêkoshk Treaty Partners Educational Gathering

| | |
|-----------------------------------|--|
| Res #087/23 Invitation | Moved by Councillor Bennett that any Councillor who wishes to may attend the Maskêkoshk Treaty Partners Educational Gathering on August 9 th & 10 th 2023. |
|-----------------------------------|--|

CARRIED

11.2 *Request for Mayors Choice Show & Shine Plaque Presentation*

| | |
|--|--|
| Res #088/23 Plaque Presentation | Moved by Councillor Frost that Mayor Peel attend and award the Mayors Choice Plaque on July 15 th 2023. |
|--|--|

CARRIED

11.3 *Request for Maxx Security Renovation*

| | |
|---|--|
| Res #089/23 Maxx Security Renovation | Moved by Councillor Bennett that council approves Maxx Security to complete the necessary renovations to the Rental space at 5120 50 Street at their cost. |
|---|--|

CARRIED

11.4 *Request for Ponoka Parade*

| | |
|--------------------------------------|---|
| Res #090/23 Ponoka Parade | Moved by Councillor Van de Kraats that Mayor Peel attend the Ponoka Parade on June 30 th , 2023. |
|--------------------------------------|---|

CARRIED

11.5 *Request for Library Appointment Susan Williamson*

| | |
|--|---|
| Res #091/23 Library Re- Appointment | Moved by Councillor Bennett that Council re-appoint Susan Williamson as trustee for the Town of Millet Library Board for a 3-year term. |
|--|---|

CARRIED

11.0 **CLARIFICATION OF AGENDA:** NONE

Christina Max left meeting at 4:25 pm

| | |
|------------------------------------|--|
| Res #092/23 Adjournment | Moved by Councillor Van de Kraats that the Regular Council Meeting temporarily adjourns, and Council sit in Closed Session to discuss Items 12.1 and 12.2 Sections 16 and Section 24 (1)(a) of the Freedom of Information and Protection of Privacy Act. |
|------------------------------------|--|

CARRIED

13.0 CLOSED SESSION:

| | |
|----------------------------------|---|
| Res #093/23 Reconvene | Moved by Councillor Bennett that the Regular Council Meeting reconvene from Closed Session at 5:37 p.m. |
|----------------------------------|---|

CARRIED

| | |
|-----------------------------------|--|
| Res #094/23 GIS Access | Moved by Councillor Frost that council grants permission to Administration to have Jody Bloomer-Kaput access the Town of Millet GIS. |
|-----------------------------------|--|

CARRIED

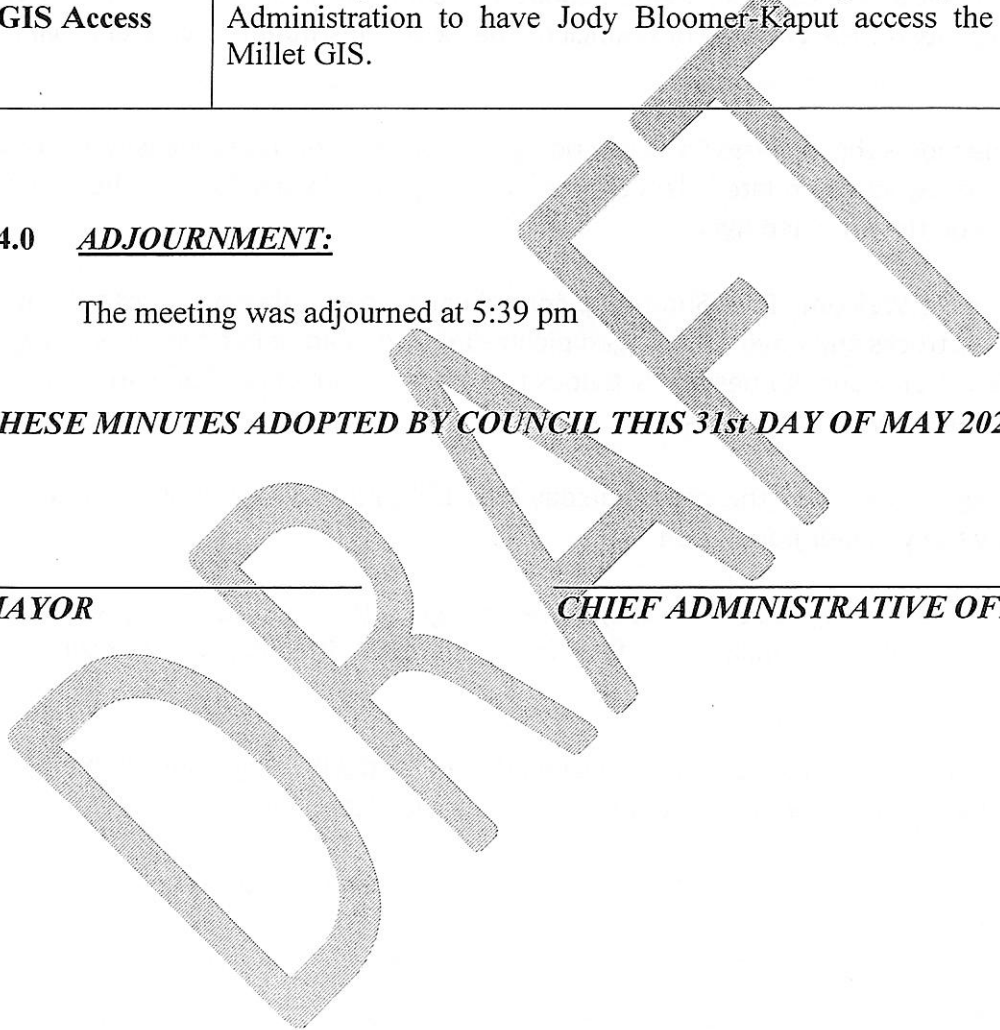
14.0 ADJOURNMENT:

The meeting was adjourned at 5:39 pm

THESE MINUTES ADOPTED BY COUNCIL THIS 31st DAY OF MAY 2023.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



Hello everyone!

As I gear up for a fantastic summer program lineup I would like to take time to thank you for your support to make these programs happen.

I have included a listing of events and activities upcoming, and extend an invitation for anyone who would like to participate or attend.

Throughout May and June we have "Walk and Talk", which meets at the splash park and usually lasts 40-50 minutes and has been a good mix of people. I have found it a great opportunity to speak with the public and gather information about needs and wants of the community. Might be a nice opportunity for His Worship or Council to chat with constituents if you feel inclined to join us.

Our biggest endeavor is through the Participation grant for the month of June where there is a free to attend fitness/activity related class almost every day of the week for the whole month. More details are on the attached flyer.

On June 23 there is a Welcome Back Summer picnic which we could always use extra hands for. We will have food trucks and have encouraged picnic dining instead of handling food ourselves. We would benefit from some games and activities like a penny carnival etc, and are actively seeking any volunteers with ideas for such.

Our last PD day drop in was just this past Thursday May 18th and as always it was well received and attended by the younger population.

We attempted a free bus trip to Pigeon Lake, however registration minimums to justify the cost were not met so we will try a similar event later in the summer with more time to collect registrations.

I have been working to keep the town events calendar updated with any events within the community that I am made aware of and hope to encourage attendance and awareness.

Thank you for your time and support, please reach out if you have any questions, suggestions or concerns.

I look forward to the great things we can accomplish!

Vicki Pyle
FCSS@millet.ca
780-387-4554



COUNCIL MEETING

MAY 31 2023

ITEM # 6.1



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

Meeting: Regular Council Meeting
Meeting Date: May 31, 2023
Originated By: Lisa Schoening
Agenda Item: 10.1 Request for Decision Jedi 2022 Audited Financial Statements

BACKGROUND/PROPOSAL

JEDI prepares annual financial statements in accordance within the agreement made between the JEDI parties. These statements have been prepared by staff and audited by BDO, and were presented at the May 16th, JEDI regular board meeting.

The Financial Statements for the year ended December 31, 2022 have been prepared in accordance with Canadian not for profit standards.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

N/A

COSTS/SOURCE OF FUNDING

N/A

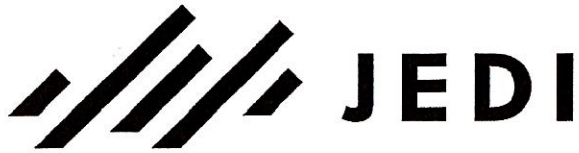
RECOMMENDATION

Council move to accept and approved the 2022 Financial Statements and funding distribution per JEDI.

COUNCIL MEETING

MAY 31 2023

ITEM # 10.1



May 17, 2023

Town of Millet
town@millet.ca

ATTENTION: Lisa Schoening

Dear Lisa:

RE: JEDI 2022 Audited Financial Statements

At the May 16, 2023, JEDI Regular Board Meeting, Daniel Luymes, BDO Canada LLP presented JEDI's Audited Financial Statements for year ending December 31, 2022. The said Financial Statements have been attached for your Council's review and approval.

You will note that page 6 of the Financial Statements, Statement of Changes in Net Assets states that the Operating Reserve balance for the year ended December 31, 2022, is \$193,781.

As per the Termination Agreement and JEDI Board Resolution No. JE20221220.10, the proportionate shares of the JEDI Operating Reserve Account as of December 31, 2022, shall be disbursed to the Town of Millet and the County of Wetaskiwin in accordance with the allocation formula set forth in the 2018 Cost and Revenue Sharing Master Agreement is as follows:

| Municipality | Proportionate Share (%) | Total Share of Operating Reserve to be disbursed |
|----------------------|-------------------------|--|
| County of Wetaskiwin | 85.2 | \$165,101.41 |
| Town of Millet | 14.8 | \$28,679.59 |

Once your Council has had an opportunity to review and approve the JEDI audited Financial Statements please advise and we will request that the Town's share of the JEDI operating reserve be disbursed.

If you have any questions or concerns, please don't hesitate to contact me.

Sincerely,

Joan Miller
Director of Economic Development

/ct

Via e-mail

Encl.



THE SOCIETY FOR JOINT ECONOMIC DEVELOPMENT INITIATIVES

AUDIT FINAL REPORT TO THE BOARD OF DIRECTORS

May 16, 2023

BDO Canada LLP, a Canadian limited liability partnership, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms.



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Draft

SUMMARY

Our audit and therefore this report will not necessarily identify all matters that may be of interest to the Board of Directors in fulfilling its responsibilities. This report has been prepared solely for the use of the Board of Directors and should not be distributed without our prior consent. Consequently, we accept no responsibility to a third party that uses this communication.

Status of the Audit

As of the date of this report, we have substantially completed our audit of the 2022 financial statements, pending completion of the following items:

- ▶ Receipt of signed management representation letter
- ▶ Subsequent events review through to financial statement approval date
- ▶ Approval of financial statements by the Board of Directors

We conducted our audit in accordance with Canadian generally accepted auditing standards. The objective of our audit was to obtain reasonable, not absolute, assurance about whether the financial statements are free from material misstatement.

Except as described in this report, the scope of the work performed was substantially the same as that described in our Planning Report to the Board of Directors dated November 29, 2022.

Materiality

As communicated to you in our Planning Report to the Board of Directors, preliminary materiality was \$6,200. Final materiality remained unchanged from our preliminary assessment.

Audit Findings

Our audit focused on the risks specific to your business and key accounts. Our discussion points below focus on areas of significant risks of material misstatement, or the following items:

- ▶ Revenue recognition
- ▶ Management override of controls



Internal Control Matters

We are required to report to you in writing, any significant deficiencies in internal control that we have identified. The specifics of this communication are included in our report below. No control deficiencies were noted that, in our opinion, are of significant importance to discuss with those charged with governance.



Independence

Our annual letter confirming our independence was previously provided to you. We know of no circumstances that would cause us to amend the previously provided letter.



Adjusted and Unadjusted Differences

We have disclosed all significant adjusted and unadjusted differences and disclosure omissions identified through the course of our audit engagement. Each of these items has been discussed with management.

Management has determined that the unadjusted differences are immaterial both individually and in aggregate to the financial statements taken as a whole. Should the Board of Directors agree with this assessment, we do not propose further adjustments.

For purposes of our discussion, a summary of adjusted and unadjusted differences and disclosure omissions has been presented in the representation letter provided.



Management Representations

During the course of our audit, management made certain representations to us. These representations were verbal or written and therefore explicit, or they were implied through the financial statements. Management provided representations in response to specific queries from us, as well as unsolicited representations. Such representations were part of the evidence gathered by us to be able to draw reasonable conclusions on which to base our audit opinion. These representations were documented by including in the audit working papers memoranda of discussions with management and written representations received from management.

A summary of the representation we have requested from management is set out in the representation letter provided.



Fraud Discussion

Through our planning process, and current and prior years' audits, we have developed an understanding of your oversight processes. We are not currently aware of any fraud affecting the company.

If you are aware of changes to processes or are aware of any instances of actual, suspected or alleged fraud affecting the Organization since our discussions held at planning, we request that you provide us with this information.

Please refer to the Auditor's Responsibilities for Detecting Fraud in the Planning Report to the Board of Directors.

Draft

AUDIT FINDINGS

As part of our ongoing communications with you, we are required to have a discussion on our views about significant qualitative aspects of the Organization's accounting practices, including accounting policies, accounting estimates and financial statement disclosures. In order to have a frank and open discussion, these matters will be discussed verbally with you. A summary of the key discussion points are as follows:

| SIGNIFICANT RISKS OF MATERIAL MISSTATEMENT | RISKS NOTED | AUDIT FINDINGS |
|--|--|--|
| Revenue Recognition | There is an inherent fraud risk related to grant revenue and the recognition of the revenue. | No issues were found in the recognition of grant revenues. |
| Management Override of Controls | There is an inherent fraud risk related to management's ability to override the control environment. | Audit testing of journal entries, the underlying general ledger detail, controls in all areas and review of documents provided to us by management identified no issues. |

INTERNAL CONTROL MATTERS

During the course of our audit, we performed the following procedures with respect to the Organization's internal control environment:

- ▶ Documented operating systems to assess the design and implementation of control activities that were relevant to the audit.
- ▶ Discussed and considered potential audit risks with management.

The results of these procedures were considered in determining the extent and nature of substantive audit testing required.

We are required to report to you in writing, significant deficiencies in internal control that we have identified during the audit. A significant

deficiency is defined as a deficiency or combination of deficiencies in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of those charged with governance.

As the purpose of the audit is for us to express an opinion on the Organization's financial statements, our audit cannot be expected to disclose all matters that may be of interest to you. As part of our work, we considered internal control relevant to the preparation of the financial statements such that we were able to design appropriate audit procedures. This work was not for the purpose of expressing an opinion on the effectiveness of internal control.

No control deficiencies were noted that, in our opinion, are of significant importance to discuss with those charged with governance.

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OTHER REQUIRED COMMUNICATIONS

Potential effect on the financial statements of any material risks and exposures, such as pending litigation, that are required to be disclosed in the financial statements.

• BDO Response: None

Material uncertainties related to events and conditions that may cast significant doubt on the entity's ability to continue as a going concern.

• BDO Response: None

Disagreements with management about matters that, individually or in the aggregate, could be significant to the entity's financial statements or our audit report.

• BDO Response: None

Matters involving non-compliance with laws and regulations.

• BDO Response: None

Significant related party transactions that are not in the normal course of operations and which involve significant judgments made by management concerning measurement or disclosure.

• BDO Response: None

Management consultation with other accountants about significant auditing and accounting matters.

• BDO Response: None

Other Matters

• BDO Response: None

Professional standards require independent auditors to communicate with those charged with governance certain matters in relation to an audit. In addition to the points communicated within this letter, the attached table summarizes these additional required communications.

APPENDIX A: INDEPENDENCE UPDATE

May 16, 2023

Members of the Board of Directors
The Society for Joint Economic Development Initiatives

Dear Members of the Board of Directors:

We have been engaged to audit the financial statements of The Society for Joint Economic Development Initiatives (the "Organization") for the year ended December 31, 2022.

Canadian generally accepted auditing standards (GAAS) require that we communicate at least annually with you regarding all relationships between the Organization and our Firm that, in our professional judgment, may reasonably be thought to bear on our independence.

In determining which relationships to report, these standards require us to consider relevant rules and related interpretations prescribed by the appropriate provincial institute/order and applicable legislation, covering such matters as:

- Holding a financial interest, either directly or indirectly in a client;
- Holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- Personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- Economic dependence on a client; and
- Provision of services in addition to the audit engagement.

We have prepared the following comments to facilitate our discussion with you regarding independence matters arising since November 29, 2022, the date of our last letter.

We are not aware of any relationships between the Organization and our Firm that, in our professional judgment may reasonably be thought to bear on independence that have occurred from November 29, 2022 to May 16, 2023.

We hereby confirm that we are independent with respect to the Organization within the meaning of the Rules of Professional Conduct of the Chartered Professional Accountants of Alberta as of May 16, 2023.

This letter is intended solely for the use of the Board of Directors, management and others within the Organization and should not be used for any other purposes.

Yours truly,

Chartered Professional Accountants

Report is not dated

**The Society for Joint Economic
Development Initiatives
Financial Statements**
For the year ended December 31, 2022

DRAFT - Subject to Change

The Society for Joint Economic Development Initiatives
Financial Statements
For the year ended December 31, 2022

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DRAFT - Subject to Change

Independent Auditor's Report

To the Members of
The Society For Joint Economic Development Initiatives (JEDI)

Opinion

We have audited the financial statements of The Society For Joint Economic Development Initiatives (JEDI) (the "Organization"), which comprise the statement of financial position as at December 31, 2022, and the statements of changes in net assets, operations and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at December 31, 2022, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter

We draw attention to Note 3 to the financial statements, which describes the basis of accounting. The financial statements are prepared to assist the Organization to meet the internal reporting requirements of its members. As a result, the financial statements may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process.

Independent Auditor's Report (continued)

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- ◆ Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- ◆ Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- ◆ Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- ◆ Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- ◆ Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants

Lacombe, Alberta

**The Society for Joint Economic Development Initiatives
Statement of Financial Position**

| December 31 | 2022 | 2021 |
|--|-------------------|-------------------|
| Assets | | |
| Current | | |
| Funds held by County of Wetaskiwin No. 10 | \$ 225,208 | \$ 501,357 |
| Accounts receivable | 740 | 876 |
| Prepaid expenses | 983 | 1,768 |
| | 226,931 | 504,001 |
| Capital assets (Note 2) | 612 | 1,069 |
| | \$ 227,543 | \$ 505,070 |
| Liabilities and Net Assets | | |
| Current | | |
| Accounts payable and accrued liabilities | \$ 33,150 | \$ 14,586 |
| Net assets | | |
| Invested in capital assets | 612 | 1,069 |
| Operating reserve | 193,781 | 489,415 |
| | 194,393 | 490,484 |
| | \$ 227,543 | \$ 505,070 |

Approved on behalf of the board:

_____, Chairman _____, Vice Chairman

The accompanying notes are an integral part of these financial statements.

The Society for Joint Economic Development Initiatives Statement of Operations

| For the year ended December 31 | 2022 Budget | 2022 Actual | 2021 Actual |
|--|---------------------|---------------------|----------------|
| Revenue | | | |
| County of Wetaskiwin No. 10 membership contribution \$ | - | - | 242,990 |
| Town of Millet membership contribution | - | - | 42,210 |
| Other | - | 2,000 | - |
| | - | 2,000 | 285,200 |
| Expenditures | | | |
| Administration fees | 11,000 | 11,077 | 9,704 |
| Advertising and promotion | 41,700 | 19,933 | 31,763 |
| Amortization | - | 457 | 457 |
| Audit | 10,500 | 20,986 | 10,473 |
| Board per diem | 4,800 | 3,400 | 3,700 |
| Consultant fees | 20,000 | 8,800 | 13,323 |
| Insurance | 1,200 | 1,156 | 1,046 |
| Legal | 2,000 | 5,726 | 253 |
| Meeting expenses | 3,000 | 3,402 | 55 |
| Membership fees | 3,500 | 2,392 | 2,586 |
| Office | 750 | 350 | 330 |
| Office lease | 6,000 | 6,000 | 5,395 |
| Salaries and related benefits | 192,860 | 186,881 | 172,886 |
| Subscriptions, permits and licenses | 11,000 | 3,205 | 3,499 |
| Training and development | 2,000 | 850 | - |
| Travel | 3,100 | 2,536 | 661 |
| | 313,410 | 277,151 | 256,131 |
| Excess (deficiency) of revenue over expenditures for the year | \$ (313,410) | \$ (275,151) | 29,069 |

The accompanying notes are an integral part of these financial statements.

**The Society for Joint Economic Development Initiatives
Statement of Changes in Net Assets**

For the year ended December 31

| | Invested in Capital Assets | Operating reserve | Total 2022 | Total 2021 |
|--|-------------------------------|----------------------|-------------------|-------------------|
| Balance, beginning of year | \$ 1,069 | \$ 489,415 | \$ 490,484 | \$ 461,415 |
| Excess (deficiency) of revenue over expenditures for the year | - | (275,151) | (275,151) | 29,069 |
| Amortization | (457) | 457 | - | - |
| Transfer from operating reserve | - | (20,940) | (20,940) | - |
| Balance, end of year | \$ 612 | \$ 193,781 | \$ 194,393 | \$ 490,484 |

DRAFT - Subject to Change

The accompanying notes are an integral part of these financial statements.

**The Society for Joint Economic Development Initiatives
Statement of Cash Flows**

| For the year ended December 31 | 2022 | 2021 |
|--|-------------------|-------------------|
| Cash flows from operating activities | | |
| Excess (deficiency) of revenue over expenditures for the year | \$ (275,151) | \$ 29,069 |
| Adjustment for non-cash item | | |
| Amortization | 457 | 457 |
| | <u>(274,694)</u> | 29,526 |
| Change in non-cash working capital items | | |
| Decrease in accounts receivable | 136 | 1,127 |
| Decrease (increase) in prepaid expenses | 785 | (917) |
| Increase (decrease) in accounts payable and accrued liabilities | 18,564 | (5,128) |
| Decrease (increase) in reserve transfers | <u>(20,940)</u> | - |
| Increase in funds held by County of Wetaskiwin No. 10 during the year | (276,149) | 24,608 |
| Cash, beginning of year | <u>501,357</u> | <u>476,749</u> |
| Cash, end of year | \$ 225,208 | \$ 501,357 |

DRAFT - Subject to Change

The accompanying notes are an integral part of these financial statements.

The Society for Joint Economic Development Initiatives

Notes to the Financial Statements

December 31, 2022

Nature of operations

The Society was incorporated on May 8, 2003 as a non-profit organization under the Alberta Societies Act.

The Society was formed to promote and coordinate industrial economic development and growth in the County of Wetaskiwin. The members of the Society are the County of Wetaskiwin No. 10 and the Town of Millet.

The members, through their appointed representatives, will approve an annual budget, membership fees and direction of the Society. Any potential liabilities and distribution of assets upon wind-up will be allocated as follows:

| | |
|-----------------------------|-------|
| County of Wetaskiwin No. 10 | 85.2% |
| Town of Millet | 14.8% |

Effective January 1, 2023, Town of Millet will no longer be a member of the Society. This will make County of Wetaskiwin No. 10 the sole member of the Society, and responsible for 100% of costs incurred. Net assets of the Organization will be distributed per the ratio above subsequent to December 31, 2022.

1. Summary of significant accounting policies

The financial statements are prepared by management in accordance with Canadian accounting standards for not-for-profit organizations.

The significant accounting policies used are as follows:

Invested in Capital Assets Invested in capital assets represents the Society's net investment in total physical assets after deducting the portion financed (if any).

Capital assets Capital assets are recorded at cost except for donated assets which are recorded at estimated fair market value. Capital assets are amortized straight line over the estimated useful life of the asset.

| Asset | Method | Rate |
|-------------------------|---------------|----------|
| Machinery and equipment | Straight-line | 20 years |

Financial instruments The Society utilizes various financial instruments. Unless otherwise noted, it is management's opinion that the Society is not exposed to significant interest, currency, or credit risks arising from these financial statements and the carrying amounts approximate fair values.

Revenue recognition Contributions are recognized in the financial statements in the period the levies are authorized as due by the Society board of directors in accordance with the Society by-laws.

Conditional grant revenue is recognized to the extent the conditions imposed on it have been fulfilled. Unconditional grant revenue is recognized when monies are available.

Grants for the acquisition of tangible capital assets are recognized in the period in which eligible expenditures are made.

The Society for Joint Economic Development Initiatives

Notes to the Financial Statements

December 31, 2022

1. Summary of significant accounting policies (continued)

Accounting estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenue and expenditures during the reported period. These estimates are reviewed periodically and are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

2. Capital assets

| | 2022 | | 2021 | |
|-------------------------|-----------|-----------------------------|-----------|-----------------------------|
| | Cost | Accumulated Amortization | Cost | Accumulated Amortization |
| Machinery and equipment | \$ 19,857 | \$ 19,245 | \$ 19,857 | \$ 18,788 |
| Net book value | | 612 | | \$ 1,069 |

3. Basis of accounting

As a government not-for-profit organization, Canadian public sector accounting standards require the Society to adhere to the standards applicable to publicly accountable enterprises in the CPA Handbook - Accounting. Accordingly the Society is required under Canadian generally accepted accounting principles to prepare its financial statements using Public Sector Accounting Standards. Management has determined that the internal reporting needs of the Society and its members are met through the use of Canadian accounting standards for not-for-profit organizations (ASNPO) and, therefore, these financial statements have been prepared in accordance with that framework. Since ASNPO is not designed to necessarily meet the needs of all users of the financial statements of a government not-for-profit organization, the readers of these financial statements may require additional information.

The Society for Joint Economic Development Initiatives Notes to the Financial Statements

December 31, 2022

4. Services Provided by County of Wetaskiwin No. 10

County of Wetaskiwin No. 10 provided facilities and administration services during the year as follows. These related party transactions are recorded at exchange amounts.

| | 2022 | 2021 |
|---------------------|-----------|-----------|
| Administration fees | \$ 9,500 | \$ 9,000 |
| Office lease | 6,000 | 5,395 |
| | \$ 15,500 | \$ 14,395 |

These transactions are in the normal course of operations and have been valued in these financial statements at the exchange amount which is the amount of consideration established and agreed to by the related parties.

Cash balances of the society are held by the County of Wetaskiwin No. 10 on a non-interest bearing basis.

| | 2021 | 2020 |
|---|------------|------------|
| Funds held by County of Wetaskiwin No. 10 | \$ 225,208 | \$ 501,357 |

5. Economic dependence

Continued operation of the Society is dependent on continued membership of the County of Wetaskiwin No. 10.

DRAFT - Subject to Change



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

Meeting: Regular Council Meeting
Meeting Date: May 31, 2023
Originated By: Joyce Vanderlee, Office Manager
Agenda Item: 10.2 Request for Decision 2023 Summer Municipal leaders' Caucuses

BACKGROUND/PROPOSAL

The Alberta Municipalities' Summer MLC will be run between June 13th and June 22nd, 2023.

June 13th – Diamond Valley

June 14th - Delburne

June 20th - Wembley

June 21st – Didsbury

June 22nd – Spruce Grove

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

COSTS/SOURCE OF FUNDING

RECOMMENDED ACTION:

Does Council wish to attend any of the forementioned sessions.

COUNCIL MEETING

MAY 31 2023

ITEM # 10.2

Agenda for Summer 2023 Municipal Leaders' Caucus

***Subject to change**

*Exact locations within the municipalities are being finalized and will be updated once all are confirmed.
Registrants will be notified via email.*

| | |
|---------|----------------|
| June 13 | Diamond Valley |
| June 14 | Delburne |
| June 20 | Wembley |
| June 21 | St. Paul |
| June 22 | Spruce Grove |

| | |
|-------------------|--|
| 10:00 a.m. | Opening Remarks |
| 10:05 a.m. | Welcome from the Mayor of the Host Municipality |
| 10:10 a.m. | Welcome from MLA of the Host Constituency |
| 10:15 a.m. | Icebreaker Activity |
| 10:30 a.m. | Session I – Election Debrief |
| 10:45 a.m. | President's Report (LGFF, EPR, MFR) |
| 11:00 a.m. | Session II – The Future of Municipal Government: Recommendations to Enhance Collaboration |
| 12:00 p.m. | Lunch |
| 1:00 p.m. | Session III – The Best Dam Session: Water Management Principles |
| 2:00 p.m. | Session IV (locally led) |
| 2:55 p.m. | Closing Remarks |



TOWN OF MILLET
REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: May 31, 2023
Originated By: Annette Gordon
Agenda Item: 10-3 Request for Decision Lakeside Meadows Tax Cancellation 2023

BACKGROUND/PROPOSAL

Per agreement with Lakeside Meadows does council wish to waive the following taxes per MGA section 347.

Table with 3 columns: Roll, Amount, Plan Block Lot. Lists various roll numbers and their corresponding amounts and plan block lots.

COUNCIL MEETING
MAY 31 2023
ITEM # 10.3

| | | | | |
|--------|------------------|---------|----|-----|
| 101780 | 110.42 | 2021501 | -2 | -19 |
| 101790 | 130.98 | 2021501 | -2 | -20 |
| 101800 | 113.66 | 2021501 | -2 | -21 |
| 101810 | 139.64 | 2021501 | -2 | -22 |
| 101830 | 83.35 | 2021501 | -2 | -24 |
| 101840 | 81.19 | 2021501 | -2 | -25 |
| 101850 | 100.67 | 2021501 | -2 | -26 |
| 101860 | 81.19 | 2021501 | -2 | -27 |
| 101870 | 101.76 | 2021501 | -2 | -28 |
| 101880 | 126.65 | 2021501 | -2 | -29 |
| 101890 | 122.32 | 2021501 | -2 | -30 |
| 101900 | 98.51 | 2021501 | -2 | -31 |
| 101910 | 82.26 | 2021501 | -2 | -32 |
| 101920 | 83.35 | 2021501 | -2 | -33 |
| 101930 | 1,327.14 | 2021501 | -2 | -34 |
| | <u>10,253.38</u> | | | |

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

COSTS/SOURCE OF FUNDING

\$10,253.38 from operating budget.

RECOMMENDATION

Council to make a resolution regarding taxes.



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

Meeting: Regular Council Meeting
Meeting Date: May 31, 2023
Originated By: Lisa Novotny, Director of Development and Infrastructure
Agenda Item: 10.4 Request for Decision Development Permit 23D004

BACKGROUND/PROPOSAL

Development permit 20DP022 was issued on December 16, 2020 on the north west corner of the Millet Industrial Park, Roll 134400 being the SW-33-47-24-W4 for an Industrial Oilfield Training School. One condition added to that permit was “This development permit shall expire on June 30, 2023.” The temporary nature of the permit was presented to Council as the development (SATO Oilfield Training) is not connect to municipal water or sewer, a temporary approach was granted off RR 244 until a development agreement is entered into and complied with regarding the necessary implementation of municipal infrastructure and upgrades.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Attached is a copy of the original permit issued in 2020 as well as a draft new permit 23D004. Please note that in 2020 Council deleted the following condition at that time:

The applicant must enter into and comply with a road maintenance agreement related to 48 Street (RR 244) which will be used to access the lands at an annual cost of \$12,400.

The property owner has not yet entered into a development agreement regarding municipal infrastructure.

As the subject property is zoned DC – Direct Control any development permit applications are to be considered by Town Council and notices are sent to adjacent property owners providing them an opportunity to provide feedback. One response has been received which is attached.

The property owner has requested that the development permit be issued for a five-year period.

COSTS/SOURCE OF FUNDING

N/A

COUNCIL MEETING

RECOMMENDED ACTION:

That Council approve 23DP004 as presented.

MAY 31 2023

ITEM # 10.4



Box 270
Millet, AB T0C 1Z0
Phone 780-387-4554

TOWN OF MILLET
DEVELOPMENT PERMIT
LAND USE BYLAW 2018-11

Development Permit Application No. 23D-004

Application Date: May 3, 2023

Decision Date: May 31, 2023

| Permit Applicant | Leasee\Contractor |
|--|---|
| MILLET INDUSTRIAL DEVELOPMENT GP LTD SUITE 710 - 7015 MACLEOD TRAIL SW Phone: 403-217-4592 Email: noel@winterdev.ca | SATO Canada Inc Attn: Darryl Addison 2424 91 Street Edmonton, AB T6P 1K9 Phone: 780-757-1688 Email: darryl@satocanada.ca |

| Property Information | |
|----------------------|---------------------------|
| Roll | 134400 |
| Legal Description | Long Legal: SW-33-47-24-4 |
| Civic Address | 4002 - 45 AVENUE |
| Zoning | DC |

| Development Information | |
|----------------------------|--|
| Proposed Use | Extension of development permit <u>20DP022 for a 3 year term</u> |
| Permitted or Discretionary | Council's discretion |
| Estimated Project Value | \$100,000 |
| Development Area | 4.0 Acres |
| Development Coverage (%) | 10% |
| Development Height | Oil derrick 31.09m |
| Development Length | N\A |
| Development Width | N\A |
| Setbacks | North: 20 m, East: 6 m, South: 20 m, West: 6 m |
| Development Start Date | July 1, 2023 |
| Estimated Completion Date | N\A |

I/we, **Millet Industrial Development GP Ltd** have submitted the proposed site plan for the development of an. I/we understand that this application and supporting planning documents will be reviewed by the Town for compliance with the Town of Millet Land Use Bylaws.

Applicant Signature: _____

NOTICE OF DECISION: The Town of Millet has reviewed the development application and submitted supporting documents. The application has been **APPROVED** subject to the following:

1. The property owner must enter into and comply with a development agreement and the agreement will be registered on the property if any municipal infrastructure is added or deemed necessary. The terms must be satisfactory to the Town of Millet, for the purposes of Section 655 of the Municipal Government Act; and may include but are not limited to:
 - a. The provision and approval of infrastructure plans that may comply with the Town of Millet Design Standards
 - b. The provision of insurance documents and the financial security to ensure completion of the Municipal Improvements that serve the development.
 - c. The responsibility by the Developer to construct, and pay for the construction of municipal improvements, provide professional monitoring during construction, to gain acceptance of the municipal improvements, by the municipality; and to provide a guarantee of the work;
 - d. The payment of off-site levies, local improvement levies, connection fees, agreement fees, inspection and monitoring fees and review fees, and all other relevant fees to the Town of Millet.
2. The applicant may continue to use a cistern and pump out septic tank until such time that municipal water and sewer is brought to the property in accordance with the Millet Industrial Area Structure Plan Bylaw 2020-05.
3. The temporary access to the property from 48 Street (RR 244) may remain until the end of the term of this permit and shall be maintained at the sole cost of the permit applicant.
4. *The applicant must enter into and comply with a road maintenance agreement related to the 48 Street (RR 244) which will be used to access the lands at an annual cost of \$12,400.*
5. That all necessary safety code permits are obtained from Inspections Group Ltd - <https://www.theinspectionsgroup.com> prior to commencing construction.
6. That no development occurs over any utilities or utility rights-of-way. Contact Alberta 1 Call (800-242-3447).

- 7. An approved development permit means that the proposed development has been reviewed against the provisions of the Town of Millet Land Use Bylaw 2018-11. It does not remove obligations to conform with all other legislation.
- 8. This development permit shall expire on June 30, 2028.

Council Resolution Number _____ Date: _____

Draft



Box 270
Millet, AB T0C 1Z0
Phone 780-387-4554

TOWN OF MILLET
DEVELOPMENT PERMIT
LAND USE BYLAW 2018-11

Development Permit Application No. 20DP22

Application Date: October 30, 2020

Decision Date: December 16, 2020

| Permit Applicant | Leasee/Contractor |
|---|--|
| Millet Industrial Development GP Ltd Attn: Noel Winter [Redacted] | SATO Canada Inc Attn: Daryl Addison [Redacted] |

| Property Information | |
|----------------------|---|
| Roll | 134400 |
| Legal Description | SW-33-47-24-W4 (Portion to be subdivided by approval TM/19/02 known as Block 4) |
| Civic Address | 4002 – 45 Avenue |
| Zoning | DC – Direct Control |

| Development Information | |
|----------------------------|--|
| Proposed Use | Industrial Oilfield Training School |
| Permitted or Discretionary | N/A Direct Control |
| Estimated Project Value | \$100,000 |
| Development Area | 4.0 Acres (1.62 ha) |
| Development Coverage (%) | 10% |
| Development Height | Portable Buildings , Oil Derrick 31.09m (102') |
| Development Length | N/A |
| Development Width | N/A |
| Setbacks | North – 20m, East 6.0 m, South 20.0 m, West 6.0m |
| Development Start Date | January 1, 2021 |
| Estimated Completion Date | April 30, 2021 |

I/we, Millet Industrial Development GP Ltd have submitted the proposed site plan for the development of an. I/we understand that this application and supporting planning documents will be reviewed by the Town for compliance with the Town of Millet Land Use Bylaws.

NOTICE OF DECISION: The Town of Millet has reviewed the development application and submitted supporting documents. The application has been APPROVED subject to the following:

1. The property owner must enter into and comply with a development agreement and the agreement will be registered on the property. The terms must be satisfactory to the Town of Millet, for the purposes of Section 655 of the Municipal Government Act; and may include but are not limited to:
 - a. The provision and approval of infrastructure plans that may comply with the Town of Millet Design Standards
 - b. The provision of insurance documents and the financial security to ensure completion of the Municipal Improvements that serve the development.
 - c. The responsibility by the Developer to construct, and pay for the construction of municipal improvements, provide professional monitoring during construction, to gain acceptance of the municipal improvements, by the municipality; and to provide a guarantee of the work;
 - d. The payment of off-site levies, local improvement levies, connection fees, agreement fees, inspection and monitoring fees and review fees, and all other relevant fees to the Town of Millet.

2. The applicant will build a temporary access to the property from 48 Street (RR 244) at their sole cost which is only approved for the duration of this permit.

3. Deleted

4. That all necessary safety code permits are obtained from Inspections Group Ltd - <https://www.theinspectionsgroup.com> prior to commencing construction.
5. That no development occur over any utilities or utility rights-of-way. Contact Alberta 1 Call (800-242-3447).
6. An approved development permit means that the proposed development has been reviewed against the provisions of the Town of Millet Land Use Bylaw 2018-11. It does not remove obligations to conform with all other legislations.
7. This development permit shall expire on June 30, 2023.

Development Officer Resolution 448/20

Date: December 16, 2020

- ** Note: Subject to the Act, any person affected by a decision of the Development Authority may appeal the decision to the Subdivision and Development Appeal Board by serving written notice along with a fee of \$300.00 to the Board within 21 days of the mailing date of notice.

Mail to: C/O: Parkland Community Planning Services

Clerk of the Regional Subdivision and Development Appeal Board
Unit B, 4730 Ross Street, Red Deer, AB T4N 1X2 403-343-3394

Lisa Novotny

From: Timothy DeGroot ·
Sent: May 11, 2023 4:06 PM
To: Lisa Novotny
Subject: RE: Development permit 23d004

I'm concerned with the time extension. If they are to stay there, I feel the traffic needs to reroute to the paved main roads instead of the residential road they use to access the site right now

Sent from Yahoo Mail on Android

On Thu, May 11, 2023 at 9:16, Lisa Novotny
<infrastructure@millet.ca> wrote:

Good morning Mr DeGroot,

Thank you very much for your feedback on the above noted permit. I would just like to clarify if you are concerned with the time extension of the permit or would not want the footprint to expand?

Thank you.

Lisa Novotny

Director of Development and Infrastructure

Box 270

Millet, AB T0C 1Z0

Main Switchboard: 780-387-4554

Direct Line 780-393-0631



From: Timothy DeGroot
Sent: Thursday, May 11, 2023 9:07 AM
To: Lisa Novotny <infrastructure@millet.ca>
Subject: Development permit 23d004

I feel as though the permit should not be allowed to extend as they have already overstepped the original boundaries such as access location. What was once a nice quiet neighborhood (millet village), now feels like living in nisu. The extra traffic, often out of town workers speeding through the 50km/h zone next to a playground, creates a lot of dust and noise for us residents. Perhaps if it is going to be extended, they could access it off the paved road instead avoiding the residential area.

I live in millet village #30 currently and am moving largely due to this industrial area. It's upsetting that what once was a quiet peaceful part of town is now so busy.

Sent from Yahoo Mail on Android



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: May 31, 2023
Originated By: Lisa Novotny, Director of Development and Infrastructure
Agenda Item: 10.5 Request For Decision Development Permit 23D006

BACKGROUND/PROPOSAL

Development permit 18DP14 was issued October 10, 2018 on the north west corner of the Millet Industrial Park, Roll 134400 being the SW-33-47-24-W4 for:

“Preparing a 2-acre site with finishes of compacted gravel, security fence and graveled temporary access road from 53rd Avenue, for Halliburton Energy Services. This site shall be a 5-year term operation for a magnetic test facility.”

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Attached is a copy of the original permit issued in 2018 as well as a draft new permit 23D005.

As the subject property is zoned DC – Direct Control any development permit applications are to be considered by Town Council and notices are sent to adjacent property owners providing them an opportunity to provide feedback. One response has been received which is attached.

The property owner has requested that the development permit be issued for a five-year period.

COSTS/SOURCE OF FUNDING

N/A

RECOMMENDED ACTION:

That Council approve 23DP006 as presented.

COUNCIL MEETING

MAY 31 2023

ITEM # 105



Box 270
 Millet, AB T0C 1Z0
 Phone 780-387-4554

TOWN OF MILLET
 DEVELOPMENT PERMIT
 LAND USE BYLAW 2018-11

Development Permit Application No. 23D-006

Application Date: May 3, 2023

Decision Date: May 31, 2023

| Permit Applicant | Leasee\Contractor |
|--|-------------------|
| MILLET INDUSTRIAL DEVELOPMENT GP LTD SUITE 710 - 7015 MACLEOD TRAIL SW Phone: 403-217-4592 Email: noel@winterdev.ca | |

| Property Information | |
|----------------------|---------------------------|
| Roll | 134400 |
| Legal Description | Long Legal: SW-33-47-24-4 |
| Civic Address | 4002 - 45 AVENUE |
| Zoning | DC |

| Development Information | |
|----------------------------|---|
| Proposed Use | Extension of development permit 18DP14 <u>for a 5 year term</u> |
| Permitted or Discretionary | Council's discretion |
| Estimated Project Value | \$120,000 (2018 permit value) |
| Development Area | 2.0 Acres |
| Development Coverage (%) | 1% |
| Development Height | 4.26m |
| Development Length | 10 m |
| Development Width | 7.98 m |
| Setbacks | North:8.83 m, East: 14.5 m, South: 8.83 m, West: 18.29 m |
| Development Start Date | October 1, 2023 |
| Estimated Completion Date | |

I/we, **Millet Industrial Development GP Ltd** have submitted the proposed site plan for the development of an. I/we understand that this application and supporting planning documents will be reviewed by the Town for compliance with the Town of Millet Land Use Bylaws.

Applicant Signature: _____

NOTICE OF DECISION: The Town of Millet has reviewed the development application and submitted supporting documents. The application has been **APPROVED** subject to the following:

1. That the development is subject to the requirements of the M – Industrial district being Section 6.12.13 of the Town of Millet Land Use Bylaw 2018-11.
2. That all necessary safety code permits are obtained from Inspections Group Ltd -<https://www.theinspectionsgroup.com> prior to commencing construction.
3. That no development occurs over any utilities or utility rights-of-way. Contact Alberta 1 Call (800-242-3447).
4. An approved development permit means that the proposed development has been reviewed against the provisions of the Town of Millet Land Use Bylaw 2018-11. It does not remove obligations to conform with all other legislation.
5. This development permit shall expire on September 30, 2028.

Council Resolution Number _____

Date: _____

TOWN OF MILLET
DEVELOPMENT PERMIT
LAND USE BYLAW 2015/03 consolidation

Development Permit Application No. 18DP14

Application Date: September 10, 2018
Application deemed complete: September 10, 2018

Permit Applicant: Millet Industrial Development GP Ltd.

Legal Description: LSD 5-33-47-24-W4M (2 acres)
Civic Address: 5226-44 Street, Millet, Alberta (ASP Cell1)
Roll Number: 134400
Zoning: Direct Control in Industrial area

DEVELOPMENT DESCRIPTION:

Preparing a 2-acre site with finishes of compacted gravel, security fence and a graveled temporary access road from 53rd Avenue, for Halliburton Energy Services. This site shall be a 5-year term operation for a magnetic test facility.

Development Start Date: October 2018 Estimated Completion Date: November 2018

NOTICE OF DECISION:

The Town of Millet has reviewed the development application and submitted supporting documents. The application has been APPROVED subject to the following conditions:

1. As pursuant to Part 7,
 - Section - 7.12 Excavation and Stripping of Land
 1. the operation shall be carried out so as to create a minimum of dust and environmental disturbance;
 2. the operation will not leave the site in a condition that is not safe and is not easily maintained to an acceptable visual standard.
 - Section - 7.1.1 Fence Height and Locations
 1. Industrial and General Commercial
 - a) on properties zoned Light or Heavy Industrial or General Commercial a person shall not construct a fence or wall taller than:
 - i. 2.0m to the top of the fence; or
 - ii. 2.3m to the top of the security wire
 2. vehicle gates in commercial and industrial fences providing access from public roadways must allow enough space for vehicles entering the property with the gate in a closed position to be completely off the public roadway
 3. commercial and industrial fences, if constructed, shall be of standard chain link materials installed to Town Design standards, unless otherwise approved in writing by the Development Authority.
 4. electrified fencing is prohibited in all districts.
2. As pursuant to Part 6, Section – 6.10.13
 1. No operation or activity shall emit air and water contaminants in excess of the standards prescribed by the Province of Alberta pursuant to the Clean Air Act and the Clean Water Act and regulations pertaining thereto.
 2. Any industrial operation including production, processing, cleaning, testing, repairing, storage or distribution of any material shall conform to the following standards at all times:
 - a. noise emit no offensive noise of industrial production audible at any point on the boundary of the lot on which the operation takes place;
 - b. smoke: no process involving the use of solid fuel is permitted except the use of waste disposal incinerators of a design approved by the appropriate approving authority(s);
 - c. dust and ash: no process involving the emission of dust, fly ash or other particular matter is permitted;

- d. smell: the emission of any odorous gas or other odorous matter is prohibited;
 - e. toxic gases, etc.: the emission of toxic gases or other toxic substances is prohibited;
 - f. glare and heat: no industrial operation shall be carried out that would produce glare or heat discernible beyond the property line of the lot concerned;
 - g. external storage: external storage of goods or materials is permitted if kept in a neat and orderly manner, suitably enclosed by a fence or wall to the satisfaction of the Development Authority;
 - h. industrial wastes: no wastes shall be discharged into any sewer which does not conform to the standards established from time to time by bylaw of the Town;
3. The onus of proving to the development authority's satisfaction that a proposed development does, and will, comply with these standards rests with the developer and/or operator.

Dated: October 11, 2018

MPC recommendation to Council September 12, 2018

Approved by resolution #238/18 of Council, October 10, 2018

Notes:

- Subject to the Act, any person affected by a decision of the Development Authority may appeal the decision to the Subdivision and Development Appeal Board by serving written notice along with a fee of \$100.00 to the Board within 21 days of the mailing date of notice.
** Note: under section 685(3) of the Municipal Government Act, no appeal is allowed against the issuance of a development permit for a Permitted Use unless the provisions of the bylaw were relaxed, varied, or misinterpreted.
If the development authorized by the Development Permit is not commenced within six (6) months from the date of its issue, or carried out with reasonable diligence, the permit is deemed to be void, unless a written extension of this period has been granted by the Development Officer prior to the expiration of such period.

