



**REGULAR COUNCIL MEETING AGENDA
TOWN OF MILLET**

**Wednesday, January 24, 2024
4:00 p.m.
MCC Council Chambers**

- 1.0 CALL TO ORDER**
- 2.0 TREATY 6 RECOGNITION**
- 3.0 PUBLIC HEARING**
- 4.0 ADDITIONS, DELETIONS AND ADOPTION OF AGENDA**
- 5.0 ADOPTION OF MINUTES**
 - 5.1 January 10, 2024 – Regular Meeting of Council
- 6.0 DELEGATIONS**
 - 6.1 Angela Halwa
 - 6.2 Kyrsten Stewart
- 7.0 REPORTS**
 - 7.1 Millet Fire Department Call History 12/01/2023 to 12/31/2023
 - 7.2 Bank Reconciliation October 2023
 - 7.3 Bank Reconciliation November 2023
- 8.0 BYLAWS**
- 9.0 AGREEMENTS**
- 10.0 CORRESPONDENCE**

11.0 NEW BUSINESS

- 11.1 Millet Show and Shine Request for Waiver and Insurance
- 11.2 Ride for Mom Request for Waiver
- 11.3 Fee Increase – Sign Pole Rental
- 11.4 Parking on Town Land

12.0 CLARIFICATION OF AGENDA

13.0 CLOSED SESSION

14.0 ADJOURNMENT



REGULAR MEETING OF COUNCIL
TOWN OF MILLET
January 10th, 2024
Millet Civic Centre
Via Zoom
Meeting ID: 813 5243 6377
Passcode: 095222
4:00 p.m.

PRESENT:

MAYOR	Doug Peel
COUNCILLORS	Mike Bennett Gerdie Hogstead Susie Petrisor Charlene Van de Kraats Rebecca Frost Mat Starky
CAO	Lisa Schoening
DIRECTOR OF INFRASTRUCTURE	Lisa Novotny
OFFICE MANAGER	Joyce Vanderlee
DIRECTOR OF FINANCE	Annette Gordon

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:

4.0 ADDITIONS, DELETIONS AND ADOPTIONS OF AGENDA:

Res # 001/24	Moved by Councillor Frost that the agenda is hereby adopted as amended. Deletions: 6.1 New Bylaw Officer Introduction Additions: 13.2 Land 13.3 Legal 11.1 Error (remove Health Spending Account)
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CARRIED

5.0 ADOPTION OF MINUTES:

Res #002/24 Adoption of Minutes	Moved by Councillor Petrisor that the December 13th, 2023, Regular Meeting of Council Minutes are hereby approved, as presented.
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CARRIED

6.0 DELEGATIONS: NONE

7.0 REPORTS: NONE

8.0 BYLAWS:

8.1 *Bylaw 2024-01 Borrowing Bylaw*

Res # 003/24 Bylaw 2024-01	Moved by Councillor Van de Kraats that Council gives first reading to Bylaw 2024-01 Borrowing Bylaw.
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CARRIED

Res # 004/24 Bylaw 2024-01	Moved by Councillor Hogstead that Council gives second reading to Bylaw 2024-01 Borrowing Bylaw.
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CARRIED

Res # 005/24 Bylaw 2024-01	Moved by Councillor Petrisor that Council brings to table for third and final reading to Bylaw 2024-01 Borrowing Bylaw.
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CARRIED

Res # 006/24 Bylaw 2024-01	Moved by Councillor Starky that Council gives third and final reading to Bylaw 2024-01 Borrowing Bylaw.
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CARRIED

9.0 AGREEMENTS: NONE

10.0 CORRESPONDENCE: NONE

11.0 NEW BUSINESS:

11.1 *Request for Decision Smiles*

Res #007/24	Moved by Councillor Frost that administration waive the damage deposit and rental fees for the Community Hall for a Smiles Mental Health grand opening on May 3 rd .
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CARRIED

Res #008/24	Moved by Councillor Bennett that administration waive the damage deposit and rental fees for the Agriplex for Smiles Comedy Event on May 31st.
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CARRIED

11.2 *Request for Decision Millet Museum*

Res #009/24	Moved by Councillor Frost that Mayor Peel attend and bring greetings to the Memorial Dedication Ceremony at the Museum on January 27 th 2024.
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CARRIED

Res #010/24	Moved by Councillor Starky that council hereby give authorization for the construction of a wall, and further that the museum must work with the Director of Infrastructure to ensure all permit requirements are met.
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CARRIED

Res #011/24	Moved by Councillor Van de Kraats that council direct administration to provide the Museum with a Letter of Support to apply for a grant for the wall project.
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CARRIED

Res #012/24	Moved by Councillor Petrisor that Mayor Peel and any council attend and bring greetings on March 16 th for the Easter event that will be held at the Museum.
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CARRIED

11.3 Request for Decision CPKC Railway Pedestrian Crossing Upgrades

Res #013/24	Moved by Councillor Starky that Council approve funding, in the estimated amount of \$318,000 to \$428,000 for the necessary upgrades to the pedestrian crossing at Leduc 66.7 to be funded through the LGFF grant.
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CARRIED

11.4 Request for Decision Millet Fire Department Awards Gala

Res #014/24	Moved by Councillor Bennett that any council or staff may attend the Millet Fire Awards Gala on January 20 th 2024.
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CARRIED

12.0 CLARIFICATION OF AGENDA: NONE

Res #015/24 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.
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CARRIED

13.0 CLOSED SESSION:

Res #016/24 Reconvene	Moved by Councillor Hogstead that the Regular Council Meeting reconvene from Closed Session at 4:31 p.m.
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CARRIED

13.1

Res #017/24	Moved by Councillor Starky that council approve the MRF Geosystems software in the amount of \$11,000 from the Capital Reserve Fund.
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CARRIED

14.0 ADJOURNMENT:

The meeting was adjourned at 4:40 p.m.

THESE MINUTES ADOPTED BY COUNCIL THIS _ DAY OF JANUARY 2024.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



**TOWN OF MILLET
DELEGATION**

Meeting: Council Meeting
Meeting Date: January 24, 2024
Originated By: Lisa Schoening, CAO
Agenda Item: Delegations

BACKGROUND/PROPOSAL

Requests have been received from the following individuals wishing to speak to Council:

1. Angela Halwa
2. Kyrsten Stewart

Joyce Vanderlee

From: Angela Halwa - eXp Realty <angela.halwa@exprealty.com>
Sent: January 16, 2024 1:25 PM
To: Joyce Vanderlee
Subject: Council Meeting Request

Hi Joyce,

I have a request that I would like to bring up at the next council meeting, please.

I am a local realtor, I live in Fairview Heights which is 5 minutes from Millet. Due to taxation reasons, I have to pay my business license as a 'non-resident'. Bylaw 2023-10 now states that non-residents have to pay \$100/month for the sign rental agreement along HWY 2A. I signed the original agreement back in August and it stated that the cost was \$40/month regardless of being a resident or not. I am local, even though my home is not in the town of Millet. My children go to school in Millet, we support the businesses in Millet, the Legion, the Library, all of it. Our socio-economical home is Millet. When I decided to put my marketing in Millet, it was in hopes I would be able to serve the local community with my expertise and break into the local market. I could have put my marketing along the HWY into Wetaskiwin, but the cost around that wasn't feasible for me. \$100/month is now over double the marketing budget I had set aside for my sign to be in Millet. That's \$1200/year plus a \$220 business license. I am requesting that the council make a discretionary decision and grant me the \$50/month fee for the sign rental as a resident instead of a nonresident.

I would also like to suggest a radius clause within that by-law that states special consideration could be given to local rural residents that are within a certain km distance from Millet.

Thank you so much for your time and consideration!

Chat soon,
Angela Halwa
eXp Realty
cell: 587-984-2871
www.ahalwa.exprealty.com



FROM THE DESK OF

Kyrsten Stewart

January 18, 2024

Town of Millet

Dear Town Council,

I am writing on behalf of my family, and all residents that live along the alley running parallel with 56 Street. We are requesting a small amendment to the bylaw to allow for provision for home owners to park their insured vehicles along their personal properties down the back alley.

We have been home owners in Millet for eight years and this has been allowable during that time. Officer Mitch once brought it up but informed us that we could park along our property if we had a hard surface put in to park on. We heard nothing further from him before his departure.

Without this allowance, it presents serious challenges to us as a homeowner. There is insufficient parking in front of our home, and this is often further complicated by a home-owned business, just two doors down, that has multiple vehicles coming and going from in front of our home through out the day. With the front of our property located in the 'elbow' of the avenue, there is even tighter parking space than elsewhere along Porter Ave.

Being able to utilize the space along our back fence has been crucial for the parking of our vehicles. The nature of our family's work is highly dependant upon this space, and would force us to look at another town in which to live if we could no longer use this for parking. This was one of the big reasons we chose this property eight years ago.

I have been in touch with our neighbours, who are all okay with our use of this small space, and many would like the ability to park their personally owned vehicles along their property line as well. If it is helpful, they are willing to provide their name and number as well to further this request.

We look forward to positive dialogue in this matter.

Sincerely yours,

Kyrsten Stewart



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

Meeting: Regular Council Meeting
Meeting Date: December 13, 2023
Originated By: Lisa Schoening CAO
Agenda Item: 7.0 Reports

BACKGROUND/PROPOSAL

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

That the following report be considered by Council:

- 7.1 Millet Fire Department – Call History December 1, 2023 to December 31, 2023
- 7.2 Bank Reconciliation October 2023
- 7.3 Bank Reconciliation November 2023

COSTS/SOURCE OF FUNDING

N/A

RECOMMENDED ACTION:

That Council accept the reports as presented.



Millet Fire Department
 Call History Report by Date
 12/1/2023 - 12/31/2023

Date	Type	Incident #	Incident Type	Primary Action	# Of Attendees	Total Time
Fri 12/01/2023 16:42	County - Wetaskiwin (Extra Hours)	2300135	77 Motor Vehicle Collision	55 Establish safe area	14	01:36
Fri 12/01/2023 17:30	County - Wetaskiwin (Extra Hours)	2300136	77 Motor Vehicle Collision	55 Establish safe area	14	01:40
Sun 12/03/2023 22:44	County - Wetaskiwin (Extra Hours)	2300137	77 Motor Vehicle Collision	55 Establish safe area	11	01:56
Sun 12/03/2023 23:12	County - Wetaskiwin (Extra Hours)	2300138	77 Motor Vehicle Collision	55 Establish safe area	11	01:39
Tue 12/05/2023 09:14	County - Leduc (Extra Hours)	2300139	06 Breathing Problems	55 Establish safe area	6	01:22
Wed 12/06/2023 09:33	City - Millet	2300140	52 Alarms	55 Establish safe area	6	00:14
Tue 12/12/2023 11:08	City - Millet	2300141	06 Breathing Problems	55 Establish safe area	7	00:25
Sat 12/16/2023 22:10	City - Millet	2300142	06 Breathing Problems	55 Establish safe area	8	00:28
Sun 12/17/2023 03:37	County - Leduc	2300143	06 Breathing Problems	55 Establish safe area	8	01:12
Tue 12/19/2023 19:18	City - Millet	2300144	67 Outside Fire	55 Establish safe area	6	00:42
Mon 12/25/2023 10:26	City - Millet	2300145	69 Structure Fire	55 Establish safe area	16	02:08
Thu 12/28/2023 10:06	City - Millet	2300146	66 Odor (Strange/ Unknown)	55 Establish safe area	9	00:34
Sat 12/30/2023 10:09	City - Millet	2300147	06 Breathing Problems	55 Establish safe area	10	00:28

Total calls for City - Millet:	7
Total calls for County - Leduc:	1
Total calls for County - Wetaskiwin (Extra Hours):	1
Total calls for County - Wetaskiwin:	0
Total calls for County - Wetaskiwin (Extra Hours):	4
Total calls:	13
Total Time:	14:24

SM

Monthly Bank Reconciliation

Municipality of
TOWN OF MILLET

Month Ending 30, Nov 2023

	General Account	Chequing Account	General Term Deposit	Cemetery Term Deposit	Tax sale account	Total
Net Balance at End of Previous Month	\$541,178.28	\$196,132.35	\$3,107,622.84	\$15,859.29	\$0.20	\$3,860,792.96
Receipts for the Month (Less Loans)	\$336,097.23	\$152,118.99	\$14,205.58	\$35.85		\$502,457.65
Terms Cashd in				\$0.00		\$0.00
Sub-Total	\$877,275.51	\$348,251.34	\$3,121,828.42	\$15,895.14	\$0.20	\$4,363,250.61
LESS:						
Terms Taken out				\$0.00		\$0.00
Disbursements for the Month	\$308,634.25	\$180,189.29		\$0.00	\$0.20	\$488,823.74
			\$0.00	\$0.00		\$0.00
Net Balance at End of Month	\$568,641.26	\$168,062.05	\$3,121,828.42	\$15,895.14	\$0.00	\$3,874,426.87
Balance at End of Month -- Treasury Branch	\$557,991.63	\$307,949.68	\$3,121,828.42	\$15,895.14	\$0.00	\$4,003,664.87
*Cash on Hand at End of Month			\$0.00	\$0.00		\$0.00
Sub-Total	\$557,991.63	\$307,949.68	\$3,121,828.42	\$15,895.14	\$0.00	\$4,003,664.87
ADD: Outstanding deposits	-\$10,649.63		\$0.00			-\$10,649.63
Less: Outstanding Cheques (See List)	\$0.00	\$139,887.63	\$0.00	\$0.00		\$139,887.63
BALANCE	\$568,641.26	\$168,062.05	\$3,121,828.42	\$15,895.14	\$0.00	\$3,874,426.87

OUTSTANDING CHEQUES

No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
General Account		Chequing Account							
	\$-00		\$-00	813	\$180.00		\$-00		\$-00
	0	83	\$125.64	816	\$493.50		\$-00		\$-00
	0	163	\$154.09				\$-00		\$-00
	0	341	\$76.56				\$-00		\$-00
	0	604	\$15,000.00				\$-00		\$-00
	0	616	\$28.98				\$-00		\$-00
	0	667	\$20.22				\$-00		\$-00
	0	681	\$28.98				\$-00		\$-00
	0	705	\$50.00				\$-00		\$-00
	0	712	\$50.00				\$-00		\$-00
	0	728	\$300.00				\$-00		\$-00
	0	732	\$98,484.75				\$-00		\$-00
	0	756	\$12.04				\$-00		\$-00
	0	771	\$381.78				\$-00		\$-00
	0	796	\$200.92				\$-00		\$-00
	0	798	\$23,883.32				\$-00		\$-00
	0	806	\$180.00				\$-00		\$-00
	0	807	\$204.75				\$-00		\$-00
	0	810	\$32.10				\$-00		\$-00
	\$-00								\$139,887.63

Reviewed by: *Z Schoening*
Chief Administrative Officer

Date: *January 18/24*

This statement submitted to Council this day of 24 January, 2024.
Remarks:

Mayor: _____

Monthly Bank Reconciliation

Municipality of
TOWN OF MILLET

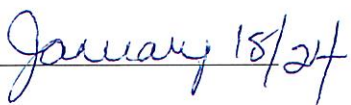
Month Ending 31. Oct 2023

	General Account	Chequing Account	General Term Deposit	Cemetery Term Deposit	Tax sale account	Total
Net Balance at End of Previous Month	\$483,251.31	\$417,177.71	\$3,093,085.68	\$15,822.34	\$84.97	\$4,009,422.01
Receipts for the Month (Less Loans)	\$218,375.86	\$1,957.73	\$14,537.16	\$36.95	\$0.20	\$234,907.90
Terms Cashed in				\$0.00		\$0.00
Sub-Total	\$701,627.17	\$419,135.44	\$3,107,622.84	\$15,859.29	\$85.17	\$4,244,329.91
LESS:						
Terms Taken out				\$0.00		\$0.00
Disbursements for the Month	\$160,448.90	\$223,003.09		\$0.00	\$84.97	\$383,536.96
			\$0.00	\$0.00		\$0.00
Net Balance at End of Month	\$541,178.27	\$196,132.35	\$3,107,622.84	\$15,859.29	\$0.20	\$3,860,792.95
Balance at End of Month -- Treasury Branch	\$538,325.35	\$321,756.03	\$3,107,622.84	\$15,859.29	\$0.20	\$3,983,563.71
*Cash on Hand at End of Month			\$0.00	\$0.00		\$0.00
Sub-Total	\$538,325.35	\$321,756.03	\$3,107,622.84	\$15,859.29	\$0.20	\$3,983,563.71
ADD: Outstanding deposits	-\$2,852.92		\$0.00			-\$2,852.92
Less: Outstanding Cheques (See List)	\$0.00	\$125,623.68	\$0.00	\$0.00		\$125,623.68
BALANCE	\$541,178.27	\$196,132.35	\$3,107,622.84	\$15,859.29	\$0.20	\$3,860,792.95

OUTSTANDING CHEQUES

No.	Amount	No.	Amount	No.	Amount	No.	Amount
General Account		0	\$-00	Chequing Account		740	\$204.75
		0	\$-00	83	\$125.64	741	\$175.00
		0	\$-00	163	\$154.09	742	\$360.00
		0	\$-00	341	\$76.56	743	\$834.75
		0	\$-00	561	\$6,650.00	746	\$194.25
		0	\$-00	604	\$15,000.00	751	\$267.75
		0	\$-00	616	\$28.98	756	\$12.04
		0	\$-00	667	\$20.22	758	\$1,485.02
		0	\$-00	681	\$28.98		
		0	\$-00	700	\$50.00		
		0	\$-00	703	\$50.00		
		0	\$-00	705	\$50.00		
		0	\$-00	707	\$50.00		
		0	\$-00	712	\$50.00		
		0	\$-00	725	\$205.91		
		0	\$-00	728	\$300.00		
		0	\$-00	730	\$717.99		
		0	\$-00	732	\$98,484.75		
		0	\$-00	738	\$47.00		
			\$-00				
			\$-00				\$125,623.68

Reviewed by: 
Chief Administrative Officer

Date: 

This statement submitted to Council this day of 24 January, 2024.
Remarks:

Mayor: _____



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

Meeting: Council Meeting
Meeting Date: January 24, 2024
Originated By: Lisa Schoening, CAO
Agenda Item: Millet Show & Shine Request for Waiver and Insurance

BACKGROUND/PROPOSAL

The attached letter has been received from Millet Show & Shine requesting a waiver of fees for this event and to be added to the town’s insurance policy for the event.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

See attached letter.

COSTS/SOURCE OF FUNDING

N\A

RECOMMENDED ACTION:

That Council waive the fees for use of the Agriplex parking lot for the Millet Show & Shine to be held on July 13, 2024, and cover them on the Town’s insurance policy for any incidents on Town owned land.

Tera Ainsworth
Millet Show & Shine
Box 738
Millet, AB
T0C 1Z0

January 9, 2024

Town of Millet
Box 270
5120-50 Street
Millet, AB
T0C 1Z0

To Whom It May Concern:

Next year the Millet Show & Shine Car show will be held July 13 2024 on the grass of Paul (Anne) Clarks land, we are in need of a larger space to allow our event to accommodate for more vehicles (in the past we had 140 vehicles and are hoping to have at least another 100 this year) and even more visitors. This coming up show and Shine will be advertized in the Town of Millet web page, social media and posters all throughout our community and surrounding communities! Think of all the visitors coming from near are far.

The proceeds (after expenses are paid) will be donated to The Friends of the Millet Youth Society.

This Letter is being sent to ask to have the Agriplex parking lot rental fee waived and for Paul Clark, all the Millet Show & Shine volunteers to be added to the town insurance policy on July 13 2024 so that more of the proceeds can be donated to The Friends of the Millet Youth Society.

Please feel free to contact me at 780-216-0344 if you have any questions.

Tera Ainsworth
Millet Show & Shine



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

Meeting: Council Meeting
Meeting Date: January 24, 2024
Originated By: Lisa Schoening, CAO
Agenda Item: Ride for Mom Request for Waiver

BACKGROUND/PROPOSAL

The attached letter has been received from Ride for Mom requesting a waiver of fees and use of the parking lot and lobby area of the Agriplex on May 11, 2024.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

See attached letter.

Administration has reached out to the concession operator to inquire about the concession being available and she s willing to be open that day and the Officer Stav will also be available.

COSTS/SOURCE OF FUNDING

N/A

RECOMMENDED ACTION:

That Council waive the fees for use of the Agriplex parking lot and lobby area by Ride for Mom on May 11, 2024.

Hello,

My name is Kevin O'Connor and I am the Ride coordinator for Ride For Mom. In 2019 our one day motorcycle event stopped in Millet at the Agriplex Parking lot and it was a great success that we would like to repeat this year on Saturday May 11 2024.

Ride for Mom is a one day motorcycle event to create awareness of Domestic Violence and raise funds for Domestic Violence shelters and Victim Services. www.rideformom.ca

2024 is our 7th year and we average 300 riders each year.

Our ride stop needs are simple, we need a location where 300 bikes can park and access to washrooms. If we can get a location that has a roof in case of bad weather, that is a bonus. We typically are only at a stop for 30 to 45 min before we move on to the next community and we provide volunteers to man a table or tables to hand out water and a treat to the participants. Every year we also include local Police, Peace Officers to join us at stops and along the route as well.

Millet would be the first stop on our ride the tentative time table has us arriving appx. 11 am and leaving appx. 1130 am.

Is it possible for our event to use the Agriplex this year and introduce Millet to some new riders?

Any Questions or concerns Please contact me,

Thank you for your time,

Kevin O'Connor
Ride For Mom
Route Coordinator
780-312-6207



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

Meeting: Council Meeting
Meeting Date: January 24, 2024
Originated By: Lisa Schoening, CAO
Agenda Item: Fee Increase – Sign Pole Rental

BACKGROUND/PROPOSAL

Concerns have been received from businesses affected by the fee increase to sign pole rental.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Although notification was done on the fee change for signage, as the increase is significant it has been requested that Council consider offering a grace period at the previous rate until April 1, 2024 to give businesses time to decide if they want to keep their signage.

COSTS/SOURCE OF FUNDING

N/A

RECOMMENDED ACTION:

That Council approve a grace period for sign pole rentals with fees charged at the 2023 rates until March 31, 2024.



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

Meeting: Council Meeting
Meeting Date: January 24, 2024
Originated By: Lisa Schoening
Agenda Item: Parking on Town land

BACKGROUND/PROPOSAL

A resident from 264 Porter Avenue addressed Council as a delegation. Council will need to decide if they are granted a waiver to allow parking on Town lands behind this address.