



**REGULAR COUNCIL MEETING AGENDA
TOWN OF MILLET**

**Wednesday, May 22, 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 May 8 2024 – Regular Meeting of Council

- 6.0 DELEGATIONS**

- 7.0 REPORTS**
 - 7.1 Finance Bank Reconciliation March 2024
 - 7.2 Fire Department Report April 2024
 - 7.3 First Quarter Budget Report

- 8.0 BYLAWS**
 - 8.1 2023-06 Lane Closure

- 9.0 AGREEMENTS**

10.0 CORRESPONDENCE

11.0 NEW BUSINESS

- 11.1 WRPS Golf Tournament
- 11.2 Property Tax Split 2024
- 11.3 Millet Business Association Canada Day Celebration
- 11.4 Request for Temporary Parking

12.0 CLARIFICATION OF AGENDA

13.0 CLOSED SESSION

14.0 ADJOURNMENT



**REGULAR MEETING OF COUNCIL
TOWN OF MILLET
MAY 8th, 2024
Millet Civic Centre
4:00 p.m.**

PRESENT:

DEPUTY MAYOR

Mat Starky

COUNCILLORS

Mike Bennett
Gerdie Hogstead
Susie Petrisor
Charlene Van de Kraats

CAO
OFFICE MANAGER
DIRECTOR OF INFRASTRUCTURE
DIRECTOR OF FINANCE

Lisa Schoening
Joyce Vanderlee
Lisa Novotny
Annette Gordon

Absent with regret

Mayor Doug Peel
Rebecca Frost

1.0 CALL TO ORDER:

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

2.0 TREATY 6 RECOGNITION:

3.0 PUBLIC HEARING: NONE

4.0 ADDITIONS, DELETIONS AND ADOPTIONS OF AGENDA:

<p>Res #095/24 Adoption of Agenda</p>	<p>Moved by Councillor Van de Kraats that the May 8, 2024, agenda is hereby approved as amended.</p> <p>11.8 WRPS Luncheon Header date changed to May 8th 2024</p>
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CARRIED

5.0 ADOPTION OF MINUTES:

Res #096/24 Adoption of Minutes	Moved by Councillor Petrisor that the April 24, 2024, Regular Meeting of Council Minutes are hereby approved, as presented.
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CARRIED

Res #097/24 Adoption of Minutes	Moved by Councillor Bennett that the April 27, 2024, Special Meeting of Council Minutes are hereby approved, as presented.
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*CARRIED***6.0 DELEGATIONS:***Inspector John Spaans presented council with an update.***7.0 REPORTS:**

- 7.1 Enforcement Services Update March 2024
- 7.2 Enforcement Services Update April 2024
- 7.3 Finance Monthly Bank Reconciliation February 2024
- 7.4 Emergency Report

Res # 098/24 Reports	Moved by Councillor Van de Kraats that Council accepts the reports presented as information.
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*CARRIED***8.0 BYLAWS: NONE****9.0 AGREEMENTS: NONE****10.0 CORRESPONDENCE:**

Res # 101/24 Correspondence	Moved by Councillor Hogstead that Council accepts the correspondence presented as information.
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*CARRIED***11.0 NEW BUSINESS:**

11.1 Solar Funding Request

Res #102/24	Moved by Councillor Petrisor that council waive the building permit fees for solar installation for one year.
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*CARRIED**11.2 CAEP Invitation*

Res #103/24	Moved by Councillor Van de Kraats that any member of council may attend the “Business and Bue Jeans” on June 12 2024.
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*CARRIED**11.3 Millet & District Museum & Archives*

Res #104/24	Moved by Councillor Petrisor that council grants permission for the proposed projects and further council wishes to commit to the matching grant in the amount of \$8,277.45.
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*DEFEATED**11.4 Porter Avenue*

Res #105/24	Moved by Councillor Van de Kratts that council approves the improvement levy for the alleyway behind Porter Avenue.
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*DEFEATED**11.5 Property Tax Split*

Res #105/24	Moved by Councillor Petrisor that council table the property tax split for more information
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*CARRIED**11.6 2024 State of the City of Leduc Luncheon*

Res #106/24	Moved by Councillor Van de Kraats that any councillors who wish to attend may.
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*CARRIED**11.7 2024 State of the County of Leduc Luncheon*

Res #107/24	Moved by Councillor Van de Kraats that any councillors who wish to attend may.
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CARRIED

11.8 WRPS Luncheon

Res #108/24	Moved by Councillor Bennett that any councillors who wish to attend may.
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CARRIED

12.0 CLARIFICATION OF AGENDA:

Email letter to Christina max re Porter Ave

Council took a 5 minute break.

13.0 CLOSED SESSION: NONE

14.0 ADJOURNMENT:

The meeting was adjourned at 4:46 p.m.

THESE MINUTES ADOPTED BY COUNCIL THIS 22nd DAY OF MAY 2024.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



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

Meeting: Regular Council Meeting
Meeting Date: May, 22 2024
Originated By: Administration
Agenda Item: 7.0 - Reports

BACKGROUND/PROPOSAL

The following Reports have been submitted for Council’s information.

- 7.1 Monthly Bank Reconciliation – March 2024
- 7.4 Fire Department Call History April 2024

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Not applicable.

COSTS/SOURCE OF FUNDING

Not applicable.

RECOMMENDATION

1. That the Reports are hereby accepted as information.

Monthly Bank Reconciliation

Municipality of
TOWN OF MILLET

Month Ending 31, March 2024

	General Account	Chequing Account	General Term Deposit	Cemetery Term Deposit	Total
Net Balance at End of Previous Month	\$293,620.72	\$145,549.53	\$2,762,243.02	\$16,804.00	\$3,218,217.27
Receipts for the Month (Less Loans)	\$369,617.55	\$1,914.22	\$11,812.88	\$46.85	\$383,391.50
Terms Cash in		\$300,000.00	\$0.00	\$0.00	\$300,000.00
Sub-Total	\$663,238.27	\$447,463.75	\$2,774,055.90	\$16,850.85	\$3,901,608.77
LESS:					
Terms Taken out			\$300,000.00	\$0.00	\$300,000.00
Disbursements for the Month	\$437,873.80	\$193,482.69		\$0.00	\$631,356.49
			\$0.00	\$0.00	\$0.00
Net Balance at End of Month	\$225,364.47	\$253,981.06	\$2,474,055.90	\$16,850.85	\$2,970,252.28
Balance at End of Month – Treasury Branch	\$226,831.77	\$314,509.54	\$2,474,055.90	\$16,850.85	\$3,032,248.06
*Cash on Hand at End of Month			\$0.00	\$0.00	\$0.00
Sub-Total	\$226,831.77	\$314,509.54	\$2,474,055.90	\$16,850.85	\$3,032,248.06
LESS:					
Feb deposits recorded in March	\$1,467.30		\$0.00	\$0.00	\$1,467.30
Outstanding Cheques See List	\$0.00	\$60,528.48	\$0.00	\$0.00	\$60,528.48
BALANCE	\$225,364.47	\$253,981.06	\$2,474,055.90	\$16,850.85	\$2,970,252.28

OUTSTANDING CHEQUES

No.	Amount	No.	Amount	No.	Amount	No.	Amount	Amount
681	28.98	1142	151.20	1161	334.50			
705	50.00	1143	339.58	1162	2,694.93			
1005	204.75	1144	80.00	1163	953.98			
1007	36,727.74	1145	151.15	1164	250.00			
1008	1,075.00	1146	300.00	1165	157.50			
1025	490.00	1147	1,000.00					
1044	125.64	1148	100.00					
1075	300.00	1149	300.00					
1077	300.00	1150	185.00					
1079	967.50	1151	300.00					
1133	1,000.00	1152	175.00					
1134	1,251.46	1153	6,300.00					
1135	129.57	1154	105.07					
1136	185.14	1155	175.00					
1137	70.88	1156	419.13					
1138	422.74	1157	75.00					
1139	596.34	1158	98.02					
1140	16.70	1159	476.33					
1141	714.79	1160	749.86					
								\$60,528.48

Reviewed by: *L. Schoening*
Chief Administrative Officer

Date: _____

This statement submitted to Council this day of 22 May 2024

Remarks:

Mayor: _____



**Millet Fire Department
Call History Report by Date
4/1/2024 - 4/30/2024**

Date	Type	Incident #	Incident Type	Primary Action	# Of Attendees	Total Time
Wed 04/03/2024 19:57	City - Millet	2400027	67 Outside Fire	55 Establish safe area	19	00:40
Fri 04/05/2024 07:25	County - Wetaskiwin (Extra Hours)	2400028	77 Motor Vehicle Collision	55 Establish safe area	14	02:03
Wed 04/10/2024 16:41	County - Wetaskiwin (Extra Hours)	2400029	69 Structure Fire	55 Establish safe area	19	02:55
Thu 04/11/2024 11:16	County - Wetaskiwin (Extra Hours)	2400030	67 Outside Fire	55 Establish safe area	14	01:55
Sat 04/13/2024 15:48	County - Leduc (Extra Hours)	2400031	82 Vegetation/ Wildland/ Brush/ Grass Fire	55 Establish safe area	19	02:28
Sat 04/13/2024 19:25	County - Leduc	2400032	17 Falls	55 Establish safe area	14	00:56
Tue 04/16/2024 23:09	City - Millet	2400033	31 Unconscious/ Fainting (Near)	55 Establish safe area	10	00:31
Fri 04/19/2024 14:11	County - Wetaskiwin	2400034	82 Vegetation/ Wildland/ Brush/ Grass Fire	55 Establish safe area	12	00:53
Sat 04/20/2024 16:20	County - Wetaskiwin (Extra Hours)	2400035	82 Vegetation/ Wildland/ Brush/ Grass Fire	55 Establish safe area	15	02:07
Sun 04/21/2024 15:09	County - Wetaskiwin (Extra Hours)	2400036	82 Vegetation/ Wildland/ Brush/ Grass Fire	55 Establish safe area	17	02:28
Sun 04/21/2024 20:29	County - Wetaskiwin (Extra Hours)	2400037	55 Electrical Hazard	55 Establish safe area	12	01:48
Tue 04/23/2024 14:22	County - Wetaskiwin (Extra Hours)	2400038	82 Vegetation/ Wildland/ Brush/ Grass Fire	55 Establish safe area	11	01:22
Thu 04/25/2024 15:26	County - Wetaskiwin	2400039	82 Vegetation/ Wildland/ Brush/ Grass Fire	55 Establish safe area	12	00:49
Thu 04/25/2024 20:00	County - Wetaskiwin	2400040	29 Traffic/ Transportation Incidents	55 Establish safe area	13	00:32
Sun 04/28/2024 16:28	County - Leduc (Extra Hours)	2400041	65 Mutual Aid/ Assist Outside Agency	76 Provide water	15	03:07
Tue 04/30/2024 16:53	City - Millet	2400042	52 Alarms		9	00:06

Total calls for City - Millet:	3
Total calls for County - Leduc:	1
Total calls for County - Leduc (Extra Hours):	2
Total calls for County - Wetaskiwin:	3
Total calls for County - Wetaskiwin (Extra Hours):	7
Total calls:	16
Total Time:	24:40

False

SM

Department	2023		2024		Remaining Budget \$	% Budget used
	ACUTAL YTD Dec	BUDGET 3.93%	2024 Actual YTD Mar	Budget 3.86%		
1 TOTAL REVENUES	(4,838,331)	(4,424,875)	(483,978)	(4,673,938)	(4,189,960)	10.4%
2 TOTAL EXPENDITURES	4,378,041	4,424,874	1,124,899	4,673,938	3,549,039	24.1%
3 DEFICIT (SURPLUS)	(460,290)	(0)	640,920	(0)	(640,921)	
REVENUES						
4 Taxes	(2,058,016)	(2,012,848)	-	(2,140,499)	(2,140,499)	0.0%
5 Grants in Lieu	(1,590)	(2,600)	-	(2,600)	(2,600)	0.0%
6 Revenues from Municipal Sources	(498,393)	(416,640)	(105,792)	(458,421)	(352,629)	23.1%
7 Gain / Loss on Disposal						
8 Sale of Land						
LEGISLATIVE SERVICES						
9 REVENUE						
Conditional Grants						
10						
EXPENSES						
11 Salaries, Wages, Benefits	107,639	123,858	28,095	130,382	102,286	21.5%
12 General and Contracted Services	4,809	6,000	21	6,300	6,279	0.3%
13 Materials, Goods, and Supplies	4,652	5,500	380	5,500	5,120	6.9%
14 Other						
15 TOTAL EXPENSE	117,100	135,358	28,497	142,182	113,685	20.0%
16 TOTAL LEGISLATIVE SERVICES	117,100	135,358	28,497	142,182	113,685	20.0%

Department	2023		2024		Remaining Budget \$	% Budget used
	ACUTAL YTD Dec	BUDGET 3.93%	2024 Actual YTD Mar	Budget 3.86%		
GENERAL ADMINISTRATION						
REVENUE						
17	(4,155)	(5,500)	(420)	(7,500)	(7,080)	5.6%
18	(59,897)	(48,800)	(32,701)	(53,800)	(21,099)	60.8%
19	(145,758)	(72,879)	-	(72,879)	(72,879)	0.0%
20						
21	(209,810)	(127,179)	(33,121)	(134,179)	(101,058)	24.7%
EXPENDITURES						
22	420,253	438,481	109,292	461,603	352,311	23.7%
23	342,920	285,250	74,303	285,500	211,197	26.0%
24	11,535	12,500	1,451	12,750	11,299	11.4%
25	13,109	11,000	8,953	24,500	15,547	36.5%
26	30,776	108,206	14,085	108,206	94,121	13.0%
27	15,031	116,743	778	119,179	118,401	0.7%
28	80,000	30,000	-	30,128	30,128	0.0%
29	913,623	1,002,180	208,862	1,041,866	833,004	20.0%
30	703,813	875,001	175,741	907,687	731,946	19.4%

2023 2023 2024
ACUTAL BUDGET Budget
YTD Dec 3.93% YTD Mar 3.86%
% Budget used

Department

FIRE DEPARTMENT

	2023 ACUTAL YTD Dec	2023 BUDGET 3.93%	2024 Actual YTD Mar	2024 Budget 3.86%	Remaining Budget \$	% Budget used
REVENUE						
31 Contribution from Rural Society	(112,758)	(121,200)	(4,195)	(130,300)	(126,105)	3.2%
32 Total Revenue	(112,758)	(121,200)	(4,195)	(130,300)	(126,105)	3.2%
EXPENDITURES						
33 Salaries, Wages, Benefits	132,278	138,870	4,935	143,500	138,565	3.4%
34 General and Contracted Services	151,347	61,382	7,018	62,982	55,964	11.1%
35 Materials, Goods, and Supplies	8,816	11,600	3,406	22,100	18,694	15.4%
36 Utilities	11,634	11,500	2,649	11,500	8,851	23.0%
37 Transfers	-	1,000	-	1,000	1,000	0.0%
38 Financial Service Charges	-	-	-	-	-	-
39 Other Transactions	11,464	18,500	-	18,500	18,500	0.0%
40 Total Expenses	315,539	242,852	18,008	259,582	241,574	6.9%
41 TOTAL FIRE DEPARTMENT	202,781	121,652	13,813	129,282	115,469	10.7%

EMERGENCY MANAGEMENT

	2023 ACUTAL YTD Dec	2023 BUDGET 3.93%	2024 Actual YTD Mar	2024 Budget 3.86%	Remaining Budget \$	% Budget used
REVENUE						
42 Other Revenue	-	-	-	-	-	-
43 Other Government Grants	-	-	-	-	-	-
44 Total Revenue	-	-	-	-	-	-
EXPENDITURES						
45 Salaries, Wages, Benefits	8,400	8,287	1,660	2,500	840	66.4%
46 General and Contracted Services	-	500	-	1,250	1,250	0.0%
47 Materials, Goods, and Supplies	-	400	-	400	400	0.0%
48 Transfers	-	-	-	-	-	-
49 Total Expenses	8,400	9,187	1,660	4,150	2,490	40.0%
50 TOTAL EMERGENCY MANAGEMENT	8,400	9,187	1,660	4,150	2,490	40.0%

Department	2023		2024		Remaining Budget \$	% Budget used
	ACUTAL YTD Dec	BUDGET 3.93%	2024 Actual YTD Mar	Budget 3.86%		
BYLAW ENFORCEMENT						
REVENUE						
51 Other Revenue from Own Sources	(1,474)	(8,500)	(2,700)	(9,500)	(9,500)	28.4%
52 Total Revenue	(1,474)	(8,500)	(2,700)	(9,500)	(9,500)	28.4%
EXPENDITURES						
53 Salaries, Wages, Benefits	68,134	85,712	16,662	89,939	73,277	18.5%
54 General and Contracted Services	72,978	84,947	93,316	124,203	30,887	75.1%
55 Materials, Goods, and Supplies	1,528	3,250	-	2,700	2,700	0.0%
56 Total Expenses	142,640	173,909	109,977	216,842	106,865	50.7%
57 TOTAL BYLAW ENFORCEMENT	141,166	165,409	107,277	207,342	97,365	51.7%
SAFETY DEPARTMENT						
EXPENDITURES						
58 Salaries, Wages, Benefits	11,672	14,684	-	15,872	15,872	0.0%
59 General and Contracted Services	6,340	5,000	47	5,000	4,953	0.9%
60 Materials, Goods, and Supplies						
61 Total Expenses	18,012	19,684	47	20,872	20,825	0.2%
62 TOTAL SAFETY	18,012	19,684	47	20,872	20,825	0.2%

Department	2023		2024		Remaining Budget \$	% Budget used	
	ACUTAL	BUDGET	2024 Actual	Budget			
	YTD Dec	3.93%	YTD Mar	3.86%			
PUBLIC WORKS SERVICES							
REVENUE							
63	Transfer from Reserves	(17,803)	(17,803)	-	(17,803)	(17,803)	0.0%
64		(17,803)	(17,803)	-	(17,803)	(17,803)	0.0%
EXPENDITURES							
65	Salaries, Wages, Benefits	108,475	123,573	27,223	127,365	100,142	21.4%
66	General and Contracted Services	15,527	15,600	4,648	19,300	14,652	24.1%
67	Materials, Goods, and Supplies	33,768	11,300	5,513	9,050	3,537	60.9%
68	Utilities	18,830	19,000	4,882	19,000	14,118	25.7%
69	Vehicle / Equipment Maintenance	57,321	43,303	7,634	50,803	43,169	15.0%
70	Transfer to Capital	100,000	100,000	-	125,000	125,000	0.0%
71	Total Expenses	333,922	312,776	49,901	350,518	300,618	14.2%
72	TOTAL PUBLIC WORKS SERVICES	316,119	294,973	49,901	332,715	282,815	15.0%
TRANSPORTATION							
REVENUE							
73	Sales of Goods & Services	(6,280)	(6,000)	(1,980)	(10,800)	(8,820)	18.3%
74	Other Revenue from Own Sources	(31,233)	(24,000)	(36,000)	(36,000)	-	100.0%
75	Transfer from Reserves	(12,500)	(12,500)	-	-	-	-
76	Total Revenue	(50,013)	(42,500)	(37,980)	(46,800)	(8,820)	81.2%
EXPENDITURES							
77	Materials, Goods, and Supplies	62,701	55,900	1,963	32,400	30,437	6.1%
78	Utilities	100,778	86,000	18,615	86,000	67,385	21.6%
79	Financial Service Charges	-	-	-	-	-	-
80	Total Expenses	163,480	141,900	20,579	118,400	97,821	17.4%
TOTAL TRANSPORTATION							
		113,467	99,400	(17,401)	71,600	89,001	-24.3%

Department	2023		2024		Remaining Budget \$	% Budget used
	ACUTAL	BUDGET	2024 Actual	Budget		
	YTD Dec	3.93%	YTD Mar	3.86%		
STORM SEWER						
EXPENDITURES						
81 General and Contracted Services	2,427	5,000	-	5,000	5,000	0.0%
82 Total Expenses	2,427	5,000	-	5,000	5,000	0.0%
83 TOTAL STORM SEWER	2,427	5,000	-	5,000	5,000	0.0%
WATER SERVICES						
REVENUE						
84 Sales of Goods & Services	(561,890)	(531,410)	(103,243)	(664,410)	(561,167)	15.5%
85 Other Revenue from Own Sources	(5,777)	(5,000)	(1,093)	(5,000)	(3,907)	21.9%
86 Other Transactions						
87 Total Revenue	(567,668)	(536,410)	(104,336)	(669,410)	(565,074)	15.6%
EXPENDITURES						
88 Salaries, Wages, Benefits	122,666	164,185	44,577	146,093	101,517	30.5%
89 General and Contracted Services	329,098	332,760	176,612	337,820	161,208	52.3%
90 Materials, Goods, and Supplies	3,618	18,000	2,952	13,000	10,048	22.7%
91 Utilities	8,830	7,500	833	7,500	6,667	11.1%
92 Financial Service Charges	3,839	19,653	1,728	19,653	17,925	8.8%
93 Transfer to Reserves	-	40,000	-	160,000	160,000	0.0%
94 Other Transactions						
95 Total Expenses	468,050	582,098	226,702	684,066	457,364	33.1%
96 TOTAL WATER SERVICES	(99,617)	45,688	122,367	14,656	(107,710)	834.9%

	2023		2024		Remaining Budget \$	% Budget used
	ACUTAL YTD Dec	BUDGET 3.93%	2024 Actual YTD Mar	Budget 3.86%		
Department SEWER SERVICES						
REVENUE						
97 Sales of Goods & Services	(322,693)	(309,400)	(75,784)	(437,000)	(437,000)	17.3%
98 Other Revenue						
99 Total Revenue	<u>(322,693)</u>	<u>(309,400)</u>	<u>(75,784)</u>	<u>(437,000)</u>	<u>(437,000)</u>	17.3%
EXPENDITURES						
100 Salaries, Wages, Benefits	115,788	161,685	36,787	144,593	107,807	25.4%
101 General and Contracted Services	52,890	24,830	1,972	35,080	33,108	5.6%
102 Materials, Goods, and Supplies	-	7,000	-	7,000	7,000	0.0%
103 Utilities	14,337	11,000	2,077	11,000	8,923	18.9%
104 Financial Service Charges						
105 Transfer to reserve	-	47,905	-	219,671	219,671	0.0%
106 Total Expenses	<u>183,015</u>	<u>252,420</u>	<u>40,835</u>	<u>417,344</u>	<u>376,509</u>	9.8%
107 TOTAL SEWER SERVICES	<u>(139,678)</u>	<u>(56,980)</u>	<u>(34,949)</u>	<u>(19,656)</u>	<u>(60,491)</u>	177.8%

GARBAGE COLLECTION SERVICES

	2023		2024		Remaining Budget \$	% Budget used
	ACUTAL YTD Dec	BUDGET 3.93%	2024 Actual YTD Mar	Budget 3.86%		
REVENUE						
108 Sales of Goods & Services	(292,627)	(289,950)	(27,445)	(166,260)	(138,815)	16.5%
109 Other Revenue from Own Sources	(20,392)	(31,500)	(60)	(36,500)	(36,440)	0.2%
110 Total Revenue	<u>(313,019)</u>	<u>(321,450)</u>	<u>(27,505)</u>	<u>(202,760)</u>	<u>(175,255)</u>	13.6%
EXPENDITURES						
111 Salaries, Wages, Benefits	26,428	17,139	6,152	21,959	15,807	28.0%
112 General and Contracted Services	272,227	257,131	17,258	113,895	96,637	15.2%
113 Sale to other Governments	2,400	1,500	150	1,500	1,350	10.0%
114 Transfers	6,448	6,000	6,584	6,825	242	96.5%
115 Transfer to Reserves	-	13,932	-	28,581	28,581	0.0%
116 Total Expenses	<u>307,502</u>	<u>295,701</u>	<u>30,144</u>	<u>172,760</u>	<u>142,616</u>	17.4%
117 TOTAL GARBAGE COLLECTION SERVICES	<u>(5,517)</u>	<u>(25,749)</u>	<u>2,638</u>	<u>(30,000)</u>	<u>(32,639)</u>	-8.8%

Department	2023 ACUTAL YTD Dec	2023 BUDGET 3.93%	2024 Actual YTD Mar	2024 Budget 3.86%	Remaining Budget \$	% Budget used
FCSS SERVICES						
REVENUE						
118 Sales of Goods & Services	(6,471)	(6,500)	(1,177)	(6,000)	(4,823)	19.6%
119 Conditional Grants	(138,552)	(57,360)	(14,985)	(59,941)	(44,956)	25.0%
120 Total Revenue	(145,023)	(63,860)	(16,163)	(65,941)	(49,779)	24.5%
EXPENDITURES						
121 Salaries, Wages, Benefits	42,276	58,412	9,918	52,685	42,767	18.8%
122 General and Contracted Services	7,968	8,950	-	8,950	8,950	0.0%
123 Materials, Goods, and Supplies	114,706	46,104	1,185	46,104	44,919	2.6%
124 Total Expenses	164,951	113,466	11,103	107,739	96,636	10.3%
125 TOTAL FCSS SERVICES	19,927	49,606	(5,060)	41,798	46,857	-12.1%
CEMETERY SERVICES						
REVENUE						
126 Sales of Goods & Services	(9,040)	(6,400)	(3,400)	(11,000)	(7,600)	30.9%
127 Other Revenue from own Sources	(397)	-	(145)	-	145	
128 Conditional Grants	(1,600)	(1,600)	-	(1,600)	(1,600)	0.0%
129 Transfer from Reserves	(397)	-	(145)	-	145	
130 Total Revenue	(11,433)	(8,000)	(3,691)	(12,600)	(8,909)	29.3%
EXPENDITURES						
131 Salaries, Wages, Benefits	-	-	-	-	-	
132 General and Contracted Services	10,990	12,800	-	14,000	14,000	0.0%
133 Transfers	1,394	1,000	145	2,000	1,855	7.3%
134 Total Expenses	12,384	13,800	145	16,000	15,855	0.9%
135 TOTAL CEMETERY SERVICES	950	5,800	(3,545)	3,400	6,945	-104.3%

	2023		2023		2024		Remaining Budget \$	% Budget used
	ACUTAL	BUDGET	2024 Actual	Budget	2024	Budget		
	YTD Dec	3.93%	YTD Mar	3.86%				
Department DEVELOPMENT & PLANNING								
REVENUE								
136 Other Revenue from own Sources	(13,879)	(16,500)	(2,860)	(12,150)	(9,290)	(9,290)	23.5%	
137 Total Revenue	(13,879)	(16,500)	(2,860)	(12,150)	(9,290)	(9,290)	23.5%	
EXPENDITURES								
138 Salaries, Wages, Benefits	106,846	94,019	27,612	180,490	152,878	152,878	15.3%	
139 General and Contracted Services	568	1,500	40	2,000	1,961	1,961	2.0%	
140 Total Expenses	107,414	95,519	27,652	182,490	154,838	154,838	15.2%	
141 TOTAL DEVELOPMENT & PLANNING	93,535	79,019	24,792	170,340	145,548	145,548	14.6%	
TOURISM								
REVENUE								
142 Sales of Goods and Services	-	-	-	-	-	-	-	
143 Donations	-	-	-	-	-	-	-	
144 Transfer from Reserves	-	-	-	-	-	-	-	
145 Conditional Grants	-	-	-	-	-	-	-	
146 Total Revenue	-	-	-	-	-	-	-	
EXPENDITURES								
147 Salaries, Wages, Benefits	30,935	23,000	4,864	25,400	20,536	20,536	19.2%	
148 General and Contracted Services	44,500	44,500	-	-	-	-	-	
149 Transfers	-	-	-	-	-	-	-	
150 Transfer to Reserve	-	-	-	-	-	-	-	
151 Total Expenses	75,435	67,500	4,864	25,400	20,536	20,536	19.2%	
152 TOTAL TOURISM	75,435	67,500	4,864	25,400	20,536	20,536	19.2%	
MUSEUM								
EXPENDITURES								
153 General and Contracted Services	-	-	273	8,500	8,227	8,227	3.2%	
154 Materials, Goods, and Supplies	-	-	1,677	12,750	11,073	11,073	13.2%	
155 Utilities	-	-	-	40,000	40,000	40,000	0.0%	
156 Transfer	-	-	1,950	61,250	59,300	59,300	3.2%	
157 Total Expenses	-	-	1,950	61,250	59,300	59,300	3.2%	
158 TOTAL TOURISM AND MUSEUM	-	-	6,814	86,650	79,836	79,836	7.9%	

		2023		2024		% Budget used
		ACUTAL YTD Dec	BUDGET 3.93%	2024 Actual YTD Mar	Budget 3.86%	
Department						
ECONOMIC DEVELOPMENT						
REVENUE						
159	JEDI Revenue Sharing	(99,397)	(99,397)	-	-	-
160	Total Revenue	(99,397)	(99,397)	-	-	-
EXPENDITURES						
161	JEDI Requisition	(98,897)	-	-	-	-
162	JEDI Revenue Sharing	1,000	58,728	-	-	-
163	Total Expenses	(97,897)	58,728	-	-	-
164	TOTAL ECONOMIC DEVELOPMENT	(197,294)	(40,669)	-	-	-
COMMUNITIES IN BLOOM						
REVENUE						
164	Sales of Goods and Services	(5,056)	(2,000)	-	(2,000)	(2,000)
165	Donations	-	-	-	-	-
166	Transfer from Reserves	-	-	-	-	-
167	Conditional Grants	-	-	-	-	-
168	Total Revenue	(5,056)	(2,000)	-	(2,000)	(2,000)
EXPENDITURES						
169	Salaries, Wages, Benefits	-	12,200	-	10,200	10,200
170	General and Contracted Services	4,811	3,500	-	2,300	2,300
171	Materials, Goods, and Supplies	15,793	18,900	-	20,900	20,900
172	Transfers	-	-	-	-	-
173	Total Expenses	20,604	34,600	-	33,400	33,400
174	TOTAL COMMUNITIES IN BLOOM	15,548	32,600	-	31,400	31,400

Department	2023		2024		Remaining Budget \$	% Budget used
	ACUTAL YTD Dec	BUDGET 3.93%	2024 Actual YTD Mar	Budget 3.86%		
RECREATION ADMINISTRATION						
EXPENDITURES						
175 Salaries, Wages, Benefits	3,135	2,000	-	2,000	2,000	0.0%
176 General and Contracted Services						
Total Expenses	3,135	2,000	-	2,000	2,000	0.0%
177 TOTAL RECREATION ADMINISTRATION	3,135	2,000	-	2,000	2,000	0.0%
FACILITIES						
REVENUE						
178 Other Revenue from Own Sources	(30,359)	(20,000)	(5,543)	(24,200)	(18,657)	22.9%
179 Conditional Grants						
180 Transfer from Reserve						
181 Total Revenue	(30,359)	(20,000)	(5,543)	(24,200)	(18,657)	22.9%
EXPENDITURES						
182 General and Contracted Services	15,689	14,810	3,914	16,060	12,146	24.4%
183 Materials, Goods, and Supplies	1,392	10,500	149	2,000	1,851	7.5%
184 Utilities	22,136	15,600	6,318	15,600	9,282	40.5%
185 Transfer to Reserve						
186 Total Expenses	39,217	40,910	10,382	33,660	23,278	30.8%
187 TOTAL FACILITIES	8,858	20,910	4,839	9,460	4,621	51.1%

Department	2023 ACUTAL YTD Dec	2023 BUDGET 3.93%	2024 Actual YTD Mar	2024 Budget 3.86%	Remaining Budget \$	% Budget used				
							2023		2024	
MILLET SCHOOL/CIVIC BUILDING										
EXPENDITURES										
187 General and Contracted Services	28,734	15,000	3,397	-	(3,397)					
188 Utilities	36,299	23,000	-	-	-					
189 Total Expenses	65,033	38,000	3,397	-	(3,397)					
AGRIPLEX										
REVENUE										
190 Sales to Other Governments	(160,675)	(169,138)	-	(160,500)	(160,500)	0.0%				
191 Sales of Goods & Services	(131,522)	(115,250)	(59,910)	(132,275)	(72,365)	45.3%				
192 Other Revenue from Own Sources	(14,010)	(8,000)	(2,370)	(8,800)	(6,430)	26.9%				
193 Other Transactions										
194 Transfer from Reserves										
195 Total Revenue	(306,208)	(292,388)	(62,280)	(301,575)	(239,295)	20.7%				
EXPENDITURES										
196 Salaries, Wages, and Benefits	282,833	213,530	69,398	272,476	203,078	25.5%				
197 General and Contracted Services	74,550	59,920	15,251	63,320	48,069	24.1%				
198 Materials, Goods, and Supplies	8,732	9,050	2,979	10,050	7,072	29.6%				
199 Utilities	116,525	98,000	25,004	98,000	72,996	25.5%				
200 Transfer to Reserve	-	35,000	-	35,000	35,000	0.0%				
201 Total Expenses	482,640	415,500	112,632	478,846	366,215	23.5%				
202 TOTAL AGRIPLEX	176,433	123,112	50,351	177,271	126,920	28.4%				

Department	2023		2024		Remaining Budget \$	% Budget used
	ACUTAL YTD Dec	BUDGET 3.93%	2024 Actual YTD Mar	Budget 3.86%		
PARKS OFFICE						
EXPENDITURES						
203 General and Contracted Services	-	-	-	-	-	-
204 Utilities	-	-	-	-	-	-
205 Total Expenses	-	-	-	-	-	-
TOTAL PARKS OFFICE						
PARKS						
REVENUE						
206 Sales of Goods & Services	-	-	-	-	(6,200)	0.0%
207 Transfer from Reserve	-	-	-	-	(6,200)	0.0%
208 Conditional Grant	-	-	-	-	-	-
209 Total Revenue	-	-	-	-	(12,400)	-
EXPENDITURES						
210 Salaries, Wages, and Benefits	227,455	215,157	43,348	139,573	96,224	31.1%
211 General and Contracted Services	20,627	19,400	1,292	19,900	18,608	6.5%
212 Materials, Goods, and Supplies	12,610	16,000	624	16,000	15,376	3.9%
213 Financial Service Charges	8,504	18,304	4,174	18,304	14,130	22.8%
214 Total Expenses	269,197	268,861	49,438	193,777	144,339	25.5%
215 TOTAL PARKS						
	269,197	262,661	49,438	187,577	138,139	26.4%

Department LIBRARY	2023		2024		Remaining Budget \$	% Budget used
	ACUTAL	BUDGET	2024 Actual	Budget		
	YTD Dec	3.93%	YTD Mar	3.86%		
EXPENDITURES						
216 General and Contracted Services	4,662	4,000	808	4,000	3,192	20.2%
217 Library Contribution	89,784	89,424	-	92,294	92,294	0.0%
218 Other Transactions	7,895	9,500	4,288	9,500	5,212	45.1%
219 Total Expenses	102,341	102,924	5,097	105,794	100,698	4.8%
220 TOTAL LIBRARY	102,341	102,924	5,097	105,794	100,698	4.8%

FISCAL SERVICES - REQUISITIONS

	REVENUE					
221 School - Residential	-	(102,600)	-	(102,600)	(102,600)	0.0%
222 School - Non-residential	-	(499,996)	-	(499,996)	(499,996)	0.0%
223 Seniors	-	(43,487)	-	(43,487)	(43,487)	0.0%
224 Designated Industrial	-	(281)	-	(281)	(281)	0.0%
225	-	(646,364)	-	(646,364)	(646,364)	0.0%
EXPENDITURES						
226 School - Residential	-	102,600	(902)	102,600	103,502	-0.9%
227 School - Non-residential	-	499,996	138,107	499,996	361,889	27.6%
228 Seniors	-	43,487	24,699	43,487	18,788	56.8%
229 Designated Industrial	(283)	281	-	281	281	0.0%
230 Total Expenses	(283)	646,364	161,904	646,364	484,460	25.0%
231 TOTAL FISCAL SERVICES - REQUISITIONS	(283)	(0)	161,904	(0)	(161,904)	



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

Meeting: Regular Council Meeting
Meeting Date: May 22, 2024
Originator: Administration
Agenda Item: Bylaw 2023-06 Road Closure Bylaw

BACKGROUND/PROPOSAL

The Town of Millet has received an offer to purchase the former community hall lots subject to several conditions. The offer received includes the portion of lane between the two sides of the property (see Image “A”) and is requested to be included to make the site more developable. Bylaw 2023-06 has been drafted for Council’s to close the lane so a title can be issued. This bylaw was given first reading on May 17, 2023 and a public hearing was held on June 14, 2023. The proposed bylaw, public hearing information and supporting documentation was then submitted to Alberta Transportation and Economic Corridors for consideration. On April 29, 2024, Administration received a notice of approval for Bylaw 2023-06 signed by the Minister of Transportation.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

To ensure the adjacent property owners continue to have access to the rear of their properties, a joint crossing agreement will be placed on the title of property as shown on Image “B” if Bylaw 2023-06 is approved.

COSTS/SOURCE OF FUNDING

NA

RECOMMENDED ACTION:

That Council give first reading to Bylaw 2023-06.
That Council give third and final reading to Bylaw 2023-06.

ALTERNATE MOTIONS

That Council table Bylaw 2023-06.
That Council amend Bylaw 2023-06 as follows:

Town of Millet
Bylaw 2023-06

PURSUANT TO Section 22 of the Municipal Government Act, Chapter M26.1 Revised Statutes of Alberta 2000, as amended, provides municipalities with ability to close roads by bylaw subject to approval by the Minister of Transportation and Economic Corridors; and

WHEREAS the purpose of this closure of the road is to create a title which can then be disposed of; and

WHEREAS notice of the intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act and advertised in the May 31st, 2023, and June 7th, 2023 editions of the Wetaskiwin Times Advertiser; and

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

1. That the following road is no longer required for public travel.

Plan 7620388

Block 13

All that portion of Lane which lies to the northeast of the production northwesterly of the southwesterly limit of Lot 19, Block 13, Plan 8922757 and which lies southwest of a straight line drawn from the northeast corner of Lot 20 Block 13 Plan 8922757 to the

southeast corner of Lot 10 Block 13 Plan 7620388

EXCEPTING THEREOUT ALL MINES AND MINERALS

2. That if approved by Council this bylaw along with supporting documents be submitted to the Minister of Transportation and Corridors for consideration.
3. This bylaw shall come into effect upon registration of the bylaw and issuance of certificate of title for the above noted lands.

Read a first time this _____ day of _____ 2023.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

<seal>

Approved this _____ day of _____ 2024.

MINISTER OF TRANSPORTATION

<seal>

Read a second time this _____ day of _____ 2024.

Read a third time, and finally passed this _____ day of _____ 2024.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

<seal>

IMAGE "A"

IMAGE SHOWING PROPOSED ROAD CLOSURE AREA



IMAGE "B"

PROPOSED LANE CLOSURE AND JOINT ACCESS AGREEMENT AREAS



Red – Area to be closed by Bylaw 2023-06

Blue – Proposed joint access agreement area

Areas shown are not exact but for demonstrative purposes



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

Meeting: Regular Council Meeting
Meeting Date: May 22 2024
Originated By: Administration
Agenda Item: 11.1 WRPS Golf Tournament

BACKGROUND/PROPOSAL

See attached

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

COSTS/SOURCES OF FUNDING

Teams of 4 - \$150.00 per person. Or \$250.00 hole sponsorship

RECOMMENDATION

Does Council wish to attend and further does council wish to enter a team.



Dear Community Members and/or Business Owners,

On June 8, 2024, the Wetaskiwin Regional School Division is excited to host its seventh annual Golf Tournament at the beautiful Montgomery Glen Golf & Country Club. This year, we are committed to supporting three important funds: the Education Plus Fund, Hungry Students Fund, and Period Promise Fund.

We kindly request your support in any way possible to help support these worthy causes. There are several options available to you:

1. **Gift in Kind Donation:** Your donated gifts will be utilized as prizes or included in a silent auction/raffle, contributing to the success of our fundraising efforts.
2. **Cash Donations:** Cash donations will be directly allocated to the funds or used to purchase raffle/prize items, allowing us to generate more funds for these important initiatives.
3. **Hole Sponsorship (\$250/hole):** By becoming a hole sponsor, all funds raised will be dedicated to the chosen funds or used to acquire raffle/prize items, maximizing the impact of your contribution. Additionally, we will proudly display signage featuring your name or business on the tee-off box.

Your donation will be noted on a donation board at the event, mentioned in a sponsored post on social media and you will also receive a tax receipt from WRPS.

We sincerely appreciate your thoughtful consideration and your commitment to supporting our event. If you have any questions or would like to make a donation, please don't hesitate to contact Alicia Parsons or Shannon Dewald at 780-352-6018.

If you wish to participate in our event, kindly register at the [7th Annual Golf Scramble Registration](https://www.wrps11.ca/golf-tournament). <https://www.wrps11.ca/golf-tournament>

Thank you in advance for your generosity and for joining us in making a positive impact on the lives of students in WRPS.

WETASKIWIN REGIONAL PUBLIC SCHOOLS

7TH ANNUAL

● GOLF TOURNAMENT ●

TEAMS OF 4 - \$150 / PER GOLFER
INCLUDES: 18 HOLES WITH HALF CART, DINNER,
PROXIES & TEAM PRIZES

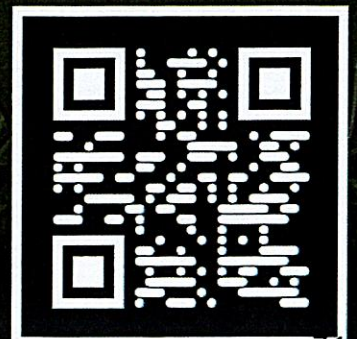
DOOR PRIZES & SILENT AUCTION

June 8, 2024

MONTGOMERY GLEN
GOLF AND COUNTRY CLUB



REGISTER TODAY



DONATION SUPPORT CONTACT:
SHANNON DEWALD AT 780-352-6018
SHANNON.DEWALD@WRPS11.CA



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: May 22 2024
Agenda Item: 11.2 Property Tax Split 2024

BACKGROUND/PROPOSAL

Historically in the past in the Town of Millet taxes are calculated using a percentage collected from residential taxes and non-residential taxes. Last year 77% of taxes were calculated from residential while the remaining 23% was collected from non-residential. This year again we saw considerable growth in our non-residential. Therefore, we are bringing forward several options, one of which changes this split.

Include the effects of growth:

(1) Include the additional taxation revenue of growth plus our original budget increase of 3.86% while keeping our same percentage split of last year, 77/23. This will result in a decrease in non-residential while increasing residential taxes by 8.79%.

Recommended (Split change):

(2) Adjust the taxation split to 74% collected by residential and 26% by non-residential. Include a portion of the new growth of \$60,000. This will result in a modest increase of 2.3% to residential, and a net decrease of .86% in non-residential when excluding the effects of growth. As most of the growth is due to current owners/residents in non-residential anything higher could be seen as a huge tax burden on these business.

These additional taxes collected would be placed in our operating smoothing reserves, to be taken out in future years to reduce potential tax increases. Note: 2024 Budget is a 3.86% increase.

Ignore the effects of growth:

(3) Leave the split the same and have residential taxes feel the full effect of the budget increase, while non-residential will see a substantial drop in taxes due to growth.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Benefits (option 2 recommended)

COSTS/SOURCE OF FUNDING

Possible additional 60,000 in revenue

RECOMMENDATION

That council decide if they want administration to change the split between residential and non-residential taxes.



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting

Meeting Date: May 22, 2024

Agenda Item: 11.3 Millet Business Association Canada Day Celebration

BACKGROUND/PROPOSAL

Millet Business Association in conjunction with other organizations, groups, and clubs in Millet to create a memorable event for all residents. The vision for the Celebration includes a mini carnival, delicious food and local vendors to provide a fun-filled afternoon for the community to enjoy. As July 1st, 2024, falls on a Monday and the town Civic Centre will be closed they have asked for permission to utilize the Community Hall and outdoor property grounds to host the festivities. Additionally, they are asking for any associated costs to be waived.

Further they wish to extend a special invitation to His Worship the Mayor, all Town Councillors and Town of Millet Staff who would like to join in the celebration.

COSTS/SOURCE OF FUNDING

\$385.00 rental

\$300.00 Damage Deposit

RECOMMENDATION

Does Council wish to allow use of the facilities both Inside and outside and further does council wish to waive the Rental Fees and the Damage Deposit?



May 13, 2024
Mayor Peel, Town Councillors & CAO
Town of Millet
P.O. Box 270 Millet, AB T0C 1Z0

Dear Mayor Peel, Millet Councillors & Town CAO,

The Millet Business Association is excited to announce our plans for a Canada Day celebration in the community of Millet. We are eager to collaborate with other organizations, groups, and clubs in Millet to create a memorable event for all residents.

Our vision for the celebration includes a mini carnival, delicious food, and local vendors to provide a fun-filled afternoon for the community to enjoy. As July 1, 2024 falls on a Monday and the town Civic Centre will be closed, we kindly request permission to utilize the community centre and outdoor property grounds to host the festivities. Additionally, we respectfully ask for any associated costs to be waived.

We extend a special invitation to His Worship the Mayor, all Town Councillors, and any Town of Millet Staff who would like to join in the celebration.

Further details will be provided in the coming weeks. For any additional information, please do not hesitate to contact Anna Bailey at 780-289-4132.

Thank you for your consideration and support in making this Canada Day celebration a success for the Millet community.

Sincerely,
Anna Bailey
Millet Business Association



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

Meeting: Regular Council Meeting
Meeting Date: May 22, 2024
Agenda Item: 11.4 – Request for Temporary Parking

BACKGROUND/PROPOSAL

A request was received from Sheila Hutzel requesting permission for the use of the Town of Millet Parking Lot. Ms Hutzel is having a gathering at her home on July 20, 2024 from 4:30 pm to approximately midnight. Guests would be shuttled from the parking lot to Ms Hutzel’s home on Bela Drive.

COSTS/SOURCE OF FUNDING

N/A

RECOMMENDATION

That Council approve Ms Sheila Hutzel to use the Town of Millet Parking Lot as temporary parking July 20, 2024.