



**REGULAR COUNCIL MEETING AGENDA
TOWN OF MILLET**

**Wednesday, June 26th, 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 June 12th, 2024 – Regular Meeting of Council

- 6.0 DELEGATIONS**

- 7.0 REPORTS**
 - 7.1 Finance Bank Reconciliation April 2024
 - 7.2 Finance Bank Reconciliation May 2024
 - 7.3 Development and Infrastructure Update June 2024

- 8.0 BYLAWS**

- 9.0 AGREEMENTS**

10.0 **CORRESPONDENCE**

11.0 **NEW BUSINESS**

- 11.1 Millet & District Lions Community Awards Fee Waiver
- 11.2 Millet & District Historical Society Exhibit
- 11.3 Rescind Policy #77 Information Sign

12.0 **CLARIFICATION OF AGENDA**

13.0 **CLOSED SESSION**

14.0 **ADJOURNMENT**



**REGULAR MEETING OF COUNCIL
TOWN OF MILLET
JUNE 12th, 2024
Millet Civic Centre
4:00 p.m.**

PRESENT:

MAYOR

Doug Peel

COUNCILLORS

Mike Bennett
Gerdie Hogstead
Susie Petrisor
Rebecca Frost
Charlene Van de Kraats
Mat Starky

CAO
OFFICE MANAGER
DIRECTOR OF INFRASTRUCTURE
DIRECTOR OF FINANCE

Lisa Schoening
Joyce Vanderlee
Lisa Novotny
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: NONE

4.0 ADDITIONS, DELETIONS AND ADOPTIONS OF AGENDA:

<p>Res #125/24 Adoption of Agenda</p>	<p>Moved by Councillor Van de Kraats that the June 12th, 2024, agenda is hereby approved as amended. Numbering is incorrect add 5.0 Adoption of Minutes and renumber in sequence going forward.</p>
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CARRIED

5.0 ADOPTION OF MINUTES:

Res #126/24 Adoption of Minutes	Moved by Councillor Starky that the May 22nd, 2024, Regular Meeting of Council Minutes are hereby approved as presented.
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*CARRIED***6.0 DELEGATIONS: NONE****7.0 REPORTS:**

- 7.1 Finance Tax Aging Analysis May 2024
- 7.2 Enforcement Monthly Report May 2024
- 7.3 Fire Department Call Report May 2024

Res # 127/24 Reports	Moved by Councillor Hogstead that Council accepts the reports presented as information.
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*CARRIED***8.0 BYLAWS: NONE****9.0 AGREEMENTS: NONE****10.0 CORRESPONDENCE: NONE****11.0 NEW BUSINESS:****11.1 *Millet Village Remedy Contraventions***

Res #128/24	Moved by Councillor Bennett that council permit Millet Village to house three existing sea cans in their storage area until June 1 2025.
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CARRIED

11.2 Millet & District Agricultural Society

Res #129/24	Moved by Councillor Petrisor that administration amend the agreement with the Millet & District Agriculture Society to reflect Pickleball days changed to Tuesday and Thursday effective June 1 st 2024.
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*CARRIED***11.3 Millet Show & Shine Mayors Choice Plaque Presentation**

Res #130/24	Moved by Councillor Van de Kraats that Mayor Peel attend and award the Mayors Choice Plaque on July 6 th 2024.
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*CARRIED***12.0 CLARIFICATION OF AGENDA: NONE**

Res #131/24 Adjournment	Moved by Councillor Petrisor 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 at 4:38 p.m.
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*CARRIED***13.0 CLOSED SESSION:**

Res #132/24 Reconvene	Moved by Councillor Van de Kraats that the Regular Council Meeting reconvene from Closed Session at 5:45 p.m.
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*CARRIED***14.0 ADJOURNMENT:**

The meeting was adjourned at 5:45 p.m.

THESE MINUTES ADOPTED BY COUNCIL THIS 26th DAY OF JUNE 2024.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



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

Meeting: Regular Council Meeting
Meeting Date: June 26th 2024
Originated By: Administration
Agenda Item: 7.0 - Reports

BACKGROUND/PROPOSAL

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

- 7.1 Finance Bank Reconciliation April 2024
- 7.2 Finance Bank Reconciliation May 2024
- 7.3 Development & Infrastructure Update June 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 30, April 2024

	General Account	Chequing Account	General Term Deposit	Cemetery Term Deposit	Tax sale account	Total
Net Balance at End of Previous Month	\$225,964.47	\$253,981.06	\$2,474,055.90	\$16,850.85	\$0.00	\$2,970,252.28
Receipts for the Month (Less Loans)	\$366,276.84	\$251,278.36	\$11,346.84	\$37.92		\$628,939.96
Terms Cashed in			\$0.00	\$0.00		\$0.00
Sub-Total	\$591,641.31	\$505,259.42	\$2,485,402.74	\$16,888.77	\$0.00	\$3,599,192.24
LESS:						
Terms Taken out	\$407,639.07	\$283,874.66		\$0.00		\$691,413.73
Disbursements for the Month				\$0.00		\$0.00
Net Balance at End of Month	\$184,102.24	\$221,384.76	\$2,485,402.74	\$16,888.77	\$0.00	\$2,907,778.51
Balance at End of Month -- Treasury Branch	\$182,904.67	\$279,519.50	\$2,485,402.74	\$16,788.77	\$0.00	\$2,964,615.68
*Cash on Hand at End of Month	\$182,904.67	\$279,519.50	\$2,485,402.74	\$16,788.77	\$0.00	\$2,964,615.68
LESS:						
Feb deposits recorded in March	-\$1,197.57		\$0.00	\$0.00		-\$1,197.57
Outstanding Cheques See List		\$58,134.74	\$0.00	-\$100.00		\$58,034.74
BALANCE	\$184,102.24	\$221,384.76	\$2,485,402.74	\$16,888.77	\$0.00	\$2,907,778.51

OUTSTANDING CHEQUES					
No.	Amount	No.	Amount	No.	Amount
681	28.98	1220	5,358.15		
1005	204.75	1221	327.60		
1007	36,727.74	1222	1,207.50		
1025	490.00	1225	147.00		
1133	1,000.00				
1152	175.00				
1164	250.00				
1202	2.18				
1204	300.00				
1207	170.00				
1208	151.15				
1210	1,225.78				
1211	1,219.05				
1212	79.89				
1213	41.99				
1214	165.48				
1215	8,400.00				
1216	200.00				
1219	262.50				
					\$58,134.74

Reviewed by: *L. Schoening*
 Chief Administrative Officer

Date: June 6/2024

This statement submitted to Council this day of 26 June 2024
 Remarks: _____
 Mayor: _____



DEVELOPMENT AND INFRASTRUCTURE

UPDATE JUNE 26, 2024

INFRASTRUCTURE

Highway 2A and Highway 616

- Park Aid will be starting construction in August to accommodate the traffic signals.
- As the lights will need to coordinate with the CPKC rail crossing, modifications are required to the railway crossing equipment.
- CPKC advised that they may not have their portion of the intersection ready to go until Q1 of 2025.
- Until CPKC gets their signals upgraded, tested and signed off on, the lights will not be operational.

Cemetery Expansion\Emergency Sidewalk Repairs

- Work is complete on the cemetery expansion and emergency sidewalk repairs.
- The work was significantly under budget.
- There are now 72 plots available for sale in Section A in the new portion of the cemetery.

Pedestrian Crossing Signals

- The signals are at the shop and will be installed by operations staff as their schedule permits.

Snake Trail Bridge

- The contractor has been selected for this work, working on scheduling.

Basement Door Replacement

- Wetaskiwin Coop has been contracted to complete the installation of new doors in the space below the library. This work will be starting on June 24, 2024.

DEVELOPMENT

Development is extremely busy this year. There have been several inquiries on proposed projects, and many projects approved.

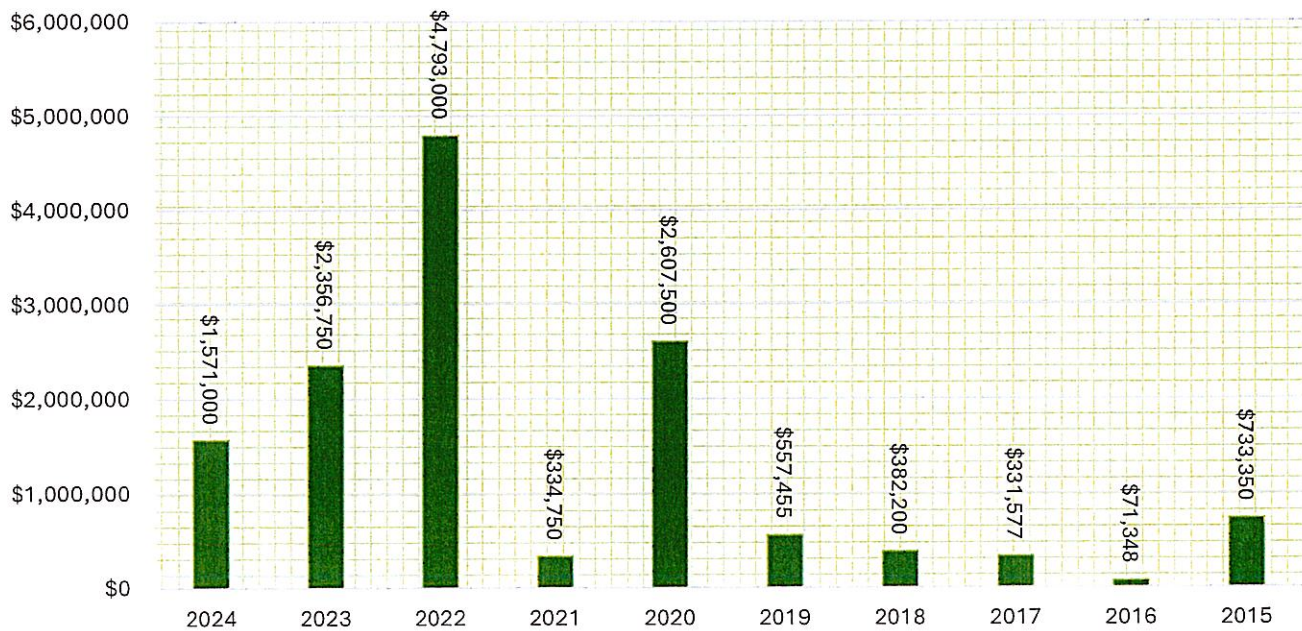
Significant projects currently under construction:

- 133 Bela Drive – Wetaskiwin Coop is building a 1500 sq.ft. spec home.
- 147 Bela Drive – New single-family home
- 5028-48 Avenue - the existing home is to be demolished, and new single family home built.
- 5305 – 51 Street – Mini Storage under construction
- 4904- 50 Street – Subway to start construction ASAP
- Preschool in Hugo Witt room – waiting on fire alarm system verification report

Permit History

The following chart shows the total value of development permits by year over a 10-year period with the permits to date in 2024 totaling \$1,571,000.

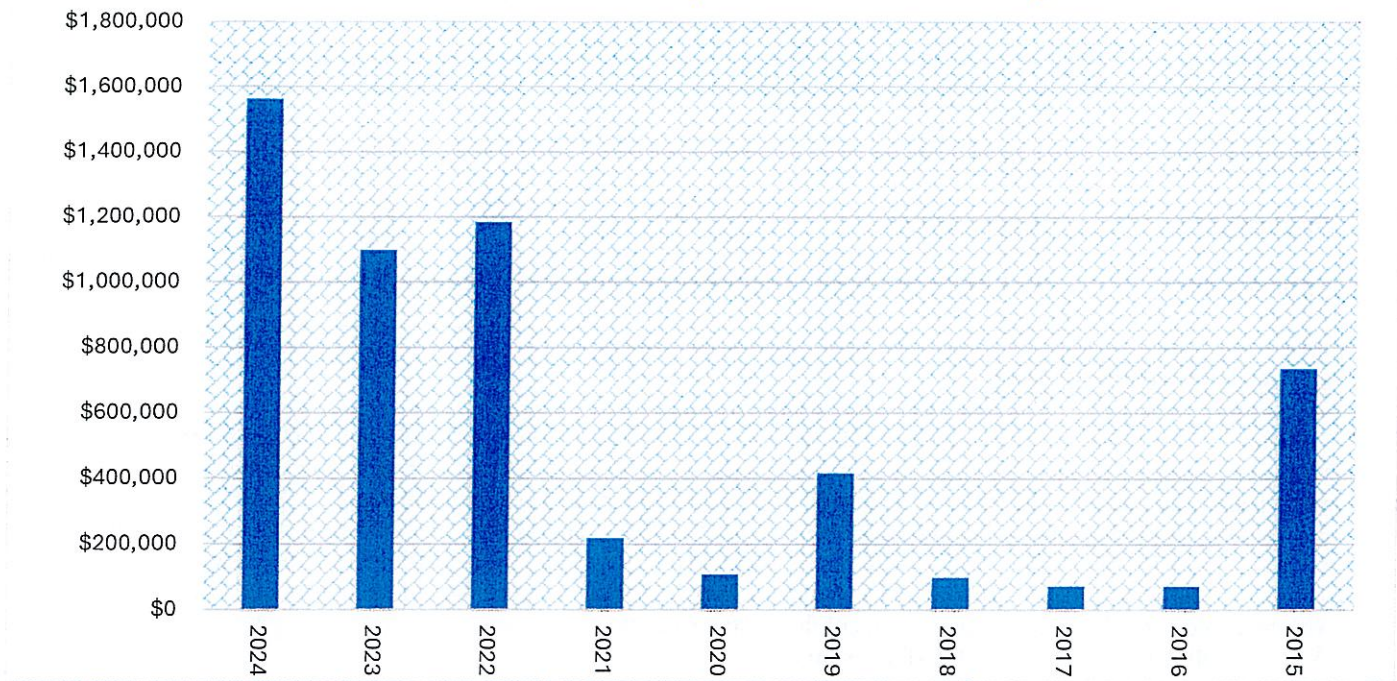
Summary of Total Development Permits Issued Over a 10 Year Period



- 2020 included the permit for the Millet Civic Centre rehabilitation
- 2022 included the permit for the mini storage development.

Residential development in 2024 has been particularly strong with almost all the development permits issued, related to new single family homes. This is a 10 year high however lots available for development are in short supply.

Residential Development Permit History



Business Licensing

10 new home-based business licenses have been issued to date in 2024.

4 new storefronts have opened up:

- Range Road Produce
- Issa's Pizza
- Knotted Sunflower
- XL Graphics



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: June 26th, 2024
Originated By: Administration
Agenda Item: 11.1 Millet & District Lion’s Club Community Awards 2024

BACKGROUND/PROPOSAL

On behalf of the Millet & District Lions Club, we would like to invite you to our 12th Annual Community Awards Night on Saturday October 26, 2024. We have set aside this evening to Honor and show our appreciation to the participants nominated for the ten awards, as well, their achievements and accomplishments.

We are also requesting Mayor Peel bring greetings from the Town, and as well, we will have two complimentary tickets set aside for Mayor Peel and his wife Jackie to attend our festivities. We also ask that Council advise us of the recipient of this year’s Mayor Merit award and approve the cost for the award. If any of the other Councillors or Staff wish to attend, would you please contact one of the numbers below.

Where: Millet Agriplex Banquet Hall (upstairs)

5290 - 45 Avenue, Millet, AB

When: Saturday October 26, 2024

Time: Cocktails @ 5:30 pm

Supper @ 6:30 pm

Program & Entertainment @ 8:00 pm

Tickets \$40.00 per person

As in previous years, we would like to request the corkage and hall rental fees be waived for the Agriplex Banquet Hall, for our Annual Community Awards.

Thank you in advance for your involvement and support in the betterment of our community and area.

Please RSVP your response by Friday September 27, 2024

COSTS/SOURCE OF FUNDING

Fees & Corkage \$550.00

Plaque \$125.00

RECOMMENDATION

Does Council wish Administration to waive the fees for the Banquet Hall and Corkage Fees.

That Council Provide Administration with their availability to attend and present the plaque



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: June 26th, 2024
Originated By: Administration
Agenda Item: 11.2 Millet & District Historical Society Exhibit

BACKGROUND/PROPOSAL

On July 5th, 2024, the Museum will be celebrating their upcoming launch of Summer Displays. Please present to council inviting all councillors, administration and requesting Mayor Doug Peel bring greetings from the Town for this event.

Our summer staff are all excited to present their work celebrating the summer displays.

The Millet Fire Veterans group has worked very hard to prepare for the restoration of their old Fire Truck and we are looking forward to a great opening for this event.

Please RSVP to me or the Museum to confirm how many will be coming.

Thank you

Mary Hegge

Millet and District Historical Society President

COSTS/SOURCE OF FUNDING

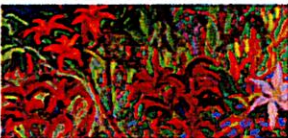
N/A

RECOMMENDATION

Does Council wish to attend and bring greetings.



EXHIBIT OPENING JULY 5, 7-9PM



**You're invited to help us celebrate
the launch of our summer displays**

- The Millet in Bloom 30th Anniversary display.
- The Millet Fire Department & Mullen Insurance display.
- The dedication of the Millet Veteran Firefighters Association Memorial Garden & unveiling of the restoration of Millet's first fire truck.
- The Art Gallery of Alberta's travelling "A Cordial Word" floral art display.
- Refreshments & cupcakes in the Allison Goin Gallery (first 150 people - RSVP by July 3).

5120 50 Street ☎ 780-387-5558 🌐 www.milletmuseum.ca

✉ info@milletmuseum.ca 📱 Visit Millet Museum



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

Meeting: Regular Council Meeting
Meeting Date: June 26th, 2024
Originated By: Administration
Agenda Item: 11.3 # 77 Information Sign Policy

BACKGROUND/PROPOSAL

Due to the Millet & District Historical Society taking over the Information Sign on the property adjacent to the Museum we request that Council Rescind # 77 Information Sign Policy.

COSTS/SOURCE OF FUNDING

N/A

RECOMMENDATION

Does Council wish to rescind # 77 Information Sign Policy.

Millet

Proud to be

TOWN OF MILLET INFORMATION SIGN POLICY

Policy Number: ~~76~~ 77


Date of Issue: September 11, 2013

Motion Number: 192/13

Number of Pages: 2

Supersedes: New

Signature of Approval: _____


Rob Lorenson, Mayor

POLICY STATEMENT:

The Town of Millet owns an information sign, located north of the Town office and has established policy in the usage of the said signage.

Town of Millet Information Sign Policy
Policy # 76

GUIDELINES:

WHEREAS, the Town of Millet possesses one information sign, located north of the town office ;

WHEREAS, it is desirable for the Town of Millet to establish a policy for the usage of the said signage,

NOW THEREFORE, the Town of Millet hereby establish a user policy as follows:

1. All signage must be approved at the Town administration office.
2. Sign board will be changed every Friday and anyone wishing to have a sign placed must have it to the administration office prior to 9am each Friday.
3. Usage is not to be for commercial enterprise or advertising. Only "community" events will be posted.
4. Usage is free for local community groups, associations, societies, etc.
5. A two week maximum usage period, for any sign, at the discretion of the Town Administration.



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: June 26, 2024
Originated By: Stephanie Stav
Agenda Item: 11.4 Animal Control Bylaw Changes

BACKGROUND/PROPOSAL

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Our animal shelter fees have increased, with that we will need to add to our animal control to ensure that we are able to ensure less animals being taken to shelter. More complaints have been coming in regarding cats, with no way of knowing where they belong there is no way to enforce for nuisance animals or to speak to pet owner.

In red on the attached bylaw are the proposed changes for Council's consideration. All changes have been cross referenced to many other municipalities - responsible pet/animal control bylaws.

COSTS/SOURCE OF FUNDING

N/A

RECOMMENDATION

Council to review requested changes to the Animal Control Bylaw. Once changes are approved, we will bring back the new bylaw for all three readings.

BYLAW 2023-14
OF THE TOWN OF MILLET
IN THE PROVINCE OF ALBERTA

A BYLAW OF THE TOWN OF MILLET IN THE PROVINCE OF ALBERTA
REGULATING THE KEEPING AND CONTROLLING OF ANIMALS WITHIN THE
LIMIT OF THE MUNICIPALITY

WHEREAS, Section 7(h) of the Municipal Government Act, Chapter M-26.1 and amendments thereto empowers the Municipal Council of the Town of Millet to regulate and control animals within the Municipality.

AND WHEREAS, Council deems it expedient and proper to regulate the keeping of animals within the limits of the Municipality.

NOW THEREFORE, The Municipal Council of the Town of Millet duly assembled hereby enacts:

1. This Bylaw may be cited as the Animal Control Bylaw.

DEFINITIONS

2. In this Bylaw, unless the context otherwise requires:
 - a) 'Animal' means any living organism, other than human, having sensation and the power for voluntary movement and requiring oxygen and organic food for existence;
 - b) 'Animal shelter' means a place that Town Council shall provide or designate as such;
 - c) 'Animal shelter keeper' means any person duly authorized and designated by Town Council;
 - d) 'At large' means where an animal is at any place other than the Owner's property or permitted property and is not being carried by any person or is not otherwise restrained by a permitted leash held by a person, and that permitted leash is attached to a choke chain, collar or harness securely holding that animal. If it is difficult for a person to restrain the animal by a permitted leash, then the animal shall be deemed to be "at large" notwithstanding the presence of a permitted leash,
 - e) 'Cat identification tag' means an identification tag purchased from the Town of Millet.
 - o 'Cat' means any male or female member of the feline family.
 - g) 'Cattery' means, any person, group of persons, firm or corporation that is approved and currently licensed establishment, which is engaged in the business or recreation of breeding and/or boarding and/or selling of cats.
 - h) 'Collar' means, a band of metal or material, which is of suitable size and strength that may be humanely placed around the neck of an animal.

- i) 'Controlled confinement' means the confinement of an animal in a pen, cage or building or securely tethered in a manner that will not allow the animal to bite, harm or harass any person or animal.
- j) 'Damage to property' means the damage to property other than the Owner's property and includes defecating or urinating on such property.
- k) 'Dangerous dog' means a dog of any age which the Enforcement Officer deems dangerous or which.
 - i) Shows a propensity, disposition or potential to attack or injure, without provocation, humans or other animals; or
 - ii) Without provocation, chases humans or other animals; or
 - iii) Is a continuing threat of serious harm to humans or other animals, or;
 - iv) Without provocation, has attacked humans or other animals
- l) 'Day' means a continuous period of twenty-four (24) hours.
- m) 'Dog' means either male, female, neutered or spayed dog.
- n) 'Dogs Off-Leash Area' shall mean an area of land designated by the Council of the Town indicating that dogs are permitted to run at large.
- o) 'Enforcement Officer' means any Peace Officer, Bylaw Enforcement Officer, Police Officer, a member of the Royal Canadian Mounted Police, or any other person appointed by the Town to enforce the provisions of this Bylaw.
- p) 'Identification' means, a microchip, license tag, vaccination, tag, tattoo, personal tag, or brand which is found on an animal and can be traced to the current ownership information.
- q) 'Large mammal' means any member of the class mammalian other than man which in the adult form, regularly weighs ten (10) kilograms or more, but shall not include dogs or cats;
- r) 'Licensed Veterinarian' means a registered veterinarian as defined in the Veterinary Profession Act.
- s) 'Medical Officer of Health' means the Medical Officer of Health as appointed and defined in the Public Health Act or his or her designate.
- t) 'Muzzle' means, a humane fastening or covering device of adequate strength that may be humanely placed around the neck of an animal.
- u) 'Owner property' means any property in which the Owner of an animal has a legal or equitable interest or over which the Owner of an animal has been given the control or use of by the legal or equitable Owner of the property and which property shall include, without limiting the generality of the foregoing, land, buildings and vehicles'
- v) 'Owner' means:
 - i) A person or body corporate that has legal title to the animal;

- ii) A person who has the care, charge, custody, possession or control of an animal;
- iii) A person who owns or who claims any proprietary interest in an animal;
- iv) A person who harbors, suffers or permits an animal to be present on any property owned, occupied or leased by him or which is otherwise under his control;
- v) A person who claims and receives an animal from the custody of the Animal Shelter or an Animal Control Officer; or
- vi) A person to whom a License Tag is issued for an animal in accordance with this Bylaw;
 - a. and for the purpose of this Bylaw an animal may have more than one (1) Owner.
- w) 'Permitted leash' means a leash adequate to control the animal to which it is attached, and which leash shall not exceed three (3) meters in length.
- x) 'Permitted property' means private property upon which the Owner of an animal has the express permission of the Owner of that property to allow the Owner's animal to be at large thereon.
- y) 'Person' in section 3 means:
 - i) An individual, body corporate or organization that has legal title to animal;
 - ii) An individual, body corporate or organization that has the care, charge, custody, possession or control of an animal;
 - iii) An individual, body corporate or organization who owns or who claims any proprietary interest in an animal;
- z) 'Poultry' means a bird usually kept for eggs or meat.
- aa) 'Running at large' means a dog or cat, which is not on a leash and/or under the control of the person responsible and is actually on property other than the property of the Owner;
- bb) 'Serious wound' means an injury to a human or animal resulting from the action of an animal which causes the skin to be broken or flesh to be torn.
- cc) 'Small mammal' means any member of the class mammalian which in adult form regularly weighs less than ten (10) kilograms.
- dd) 'Town Council' means the Council of the Municipal Corporation of the Town of Millet, Alberta.
- ee) 'Town' means the Municipal Corporation of the Town of Millet, in the Province of Alberta.

Motor Vehicle" has the same meaning as in Traffic Safety Act, RSA 2000, Chapter T-6 and the regulations thereunder.

CLARIFICATION OF DEFINITION

In any prosecution under this Bylaw, the Judge trying the case may, in the absence of proof to the contrary, infer that:

- a) any animal commonly described as a dog by any witness is a "dog" within the meaning of this Bylaw, and
- b) any dog is running at large if it is shown not to be on a leash at the time of the alleged offence.
- c) any animal commonly described as a cat by any witness is a "cat" within the meaning of this bylaw, and
- d) any cat is running at large if it is shown to be off of the property of the owner and not on leash

RESTRICTIONS – Prohibited Animals

- 3. It shall be unlawful for any person to harbour or permit to be harboured on land or premises occupied by that person:
 - a) any large mammal or the young thereof;
 - b) any live poultry;
 - c) any bees;
 - d) any poisonous snakes, reptiles and insects;
 - e) any animal or species, including the above, deemed dangerous or objectionable in the opinion of the Medical Officer of Health or the Enforcement Officer.

Enforcement Services Department may impose a time limit for removal of prohibited animals.

- **Having prohibited animals under this bylaw should carry a fine of \$250.00.**

- 4. Section 3 shall not apply to any veterinary clinic, veterinary office, veterinary hospital, zoological garden or park, abattoir, pound or Animal Shelter, or educational institution or any property for which the Town has issued a development permit which allows the keeping of an animal on the property.
 - a) Notwithstanding Section 3, any person wishing to bring animals associated with farming, circuses, or exhibition into the Town shall make application in writing for approval to do so to the Enforcement Services Department. The application shall contain the type and number of animals as well as the duration of the stay and the location. The application shall include written permission of the property Owner where the animals are to be kept. The application may also be required to obtain letters of "no objection" from adjacent property Owners.
 - b) Enforcement Services Department may impose any conditions they feel necessary to ensure the peace and safety of others.

- c) Sections 3(a) and 3(c) shall not prevent the grazing of livestock on land which was partially assessed as farm land.

Allow for an animal to be under distress in a motor vehicle, Motor vehicle must provide ventilation and air for an animal to ensure they don't over heat.

RUNNING AT LARGE

- 5. No animal shall run at large within the Corporate Limits of the Town.

If an animal is at large, the Owner shall be guilty of an offense and subject liable to a fine under this Bi-Law, exclusive to any other civil actions or penalties.

- A) No animal shall run at large within the corporate Limits of the Town.
1. Unless granted permission by Enforcement Services.**
- B) During any period of which an animal is in heat, the owner Shall keep it housed and confined the whole period of heat.**
- - If an animal is at large, the Owner Shall be guilty of an offense and subject liable to a fine under this By-Law, exclusive to any other civil actions and penalties.**

NUISANCES

- 6. a) No animal shall be a nuisance. A nuisance shall include, but not be limited to:

- i) Biting, scratching, jumping on, or chasing a person;
- ii) Barking, howling, meowing, chirping or otherwise disturbing any person
- iii) Causing damage to property;
- iv) Defecating on property other than that of the Owner.
- v) Biting, barking or chasing bicycles, automobiles, or other vehicles;
- vi) Does any act that injures a person or persons whether on the property of the owner or not; vii) Biting, chasing or causing injury to other animals;
- viii) Causing death to another animal.

If an animal is a nuisance, the Owner shall be guilty of an offense and subject liable to a fine under this Bylaw, exclusive to any other civil actions or penalties.

- b) Where an animal has caused damage or injury to property, animals or persons, the Owner of the animal shall pay for all damages incurred to the person suffering such damages.
- c) If an animal defecates on property other than the Owner's property, the owner of the animal shall remove forthwith any defecated matter deposited.
- d) No person(s) shall allow more than two (2) dogs to be sheltered, owned, kept or possessed at one civic address without written permission from the Town.

- i) More than two (2) dogs may be allowed under special circumstances, with written permission approved by the Peace Officer.
- e) A person may appeal an order under subsection (d) to Town Council by submitting a written notice with the Chief Administrative Officer within fourteen (14) days of receiving an order.

The Enforcement Officer may impound the animal(s) at the Owner's expense, if the Owner has not complied with the order within fourteen (14) days.

D) i. No person(s) Shall allow more than three (3) dogs to be sheltered, owned, kept, or possessed at one civic address without written permission from the Town or Enforcement Services.

2. Cat Limit - No person shall allow more than four (4) cats to be sheltered, owned, kept, or possessed at one civic address without written permission approved by the Town or Enforcement Services.

- The animal limit can allow for more than the allowed limit, if permission is granted from, the Town or Enforcement Services.

CONTROLLED CONFINEMENT

- a) A person who has received a serious wound or the Owner of any vertebrate or invertebrate which have received a serious wound and the Owner of an animal which has inflicted the serious wound shall promptly report the animal to an Enforcement Officer who may thereupon place the animal under controlled confinement and the animal shall not be released from such controlled confinement except by written permission of a registered veterinarian. At the discretion of the Enforcement Officer, such controlled confinement may be on the premises of the Owner, a registered veterinarian within the Municipality or the Animal Shelter.
- b) Upon demand made by the Enforcement Officer the Owner shall forthwith surrender for quarantine any animal which has inflicted a serious wound to any person or any animal which the Enforcement

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Officer has reasonable and probable grounds to suspect of having been exposed to rabies. The animal may be reclaimed by the Owner.

- i) If adjudged free of rabies; and ii) Upon payment of confinement expenses; and

iii) Upon compliance with the licensing provisions of this Bylaw.

REGISTRATION

- 8. a) The Owner of a dog over the age of six (6) months shall register such

dog with the Town and shall pay therefore a licensing fee set out in Bylaw 2023-10

- b) Notwithstanding subsection (a), where a person who is blind or whose vision is impaired is the Owner of a dog trained and used as a guide dog, a police service dog, or assisted living dog there shall be no fee payable by the Owner for registering the dog with the Town.
- c) Notwithstanding subsection (a), the registration provisions of this Bylaw shall not apply to dogs accompanying a person temporarily in the Town on business or vacation for a period not exceeding fourteen (14) days or on such longer periods as may be authorized by written permission from the Town.
- d) No person shall be entitled to a registration rebate under this Bylaw.
- e) No registration or tag shall be transferable from one animal to another or attached to any other animal, which has not been licensed with the town.
- f) At all times when an animal is on any property other than that of its Owner, the tag issued for such animal shall be attached to a collar or harness which must be worn by the said animal.
- g) The holder of a dog license must be eighteen (18) years of age.
- h) Notwithstanding subsection (a), the registration provisions of this Bylaw shall not apply to:
- i) dogs that are temporarily in the Town in the care of a Town resident while the dog Owner is away on business, vacation or otherwise unable to care for their dog for a limited period or if such dog(s) is already registered in the Owner's municipal jurisdiction and displaying proof of such by its registration tag being attached to the collar or harness throughout the entire time period that the dog(s) is in the Town; but if such dog(s) is not registered in the Owner's municipal jurisdiction, the dog(s) should be registered with the Town for a maximum period of up to three (3) months and a temporary License shall be purchased from the Town for the sum determined in bylaw 2023-10;

- 8.1 a) The owner of a cat may purchase a cat identification tag from the Town of Millet for the sum determined in bylaw 2023-10
- b) The cat identification tag is not a license, and it is not mandatory that owners of cats purchase a cat identification tag.

8.1 The Owner of a Cat over the age of six (6) months shall register such cat with the Town and shall pay therefore a licensing fee.

(Adding a cat license fee *lifetime amount* same as a dog license could help off set the pricing from shelter cost when cats are trapped and taken into the animal shelter. This also can help ensure responsible pet ownership. When cats have a tag, it is easier to find their homes and identify who the cat belongs to- given that we have cats that have caused damages to people's flower beds, screen doors and front mats. Cats are at large just as dogs are in the community and there needs to be a way to keep track of the ones belonging to residents.)

Sections following Licensing will need to be updated with Dog and Cat.

9. Pursuant to section 8(a) the Owner of a dog shall:
- a) register the dog on the first day on which the Town Office is open for business after he becomes the Owner of such dog.
 - b) register the dog notwithstanding that it is under the age of six (6) months where the dog has been found running at large;
 - c) register the dog which has been impounded pursuant to this Bylaw before such dog may be claimed from the Animal Shelter;
 - d) notify the Town when the dog has died, been sold, or has moved from the corporate Limits of the Town.

9.1 Any owner of a dog or any other animal must:

- a) ensure that the animal has adequate food and water;
- b) provide the animal with adequate care when the animal is wounded or ill;
- c) provide the animal with reasonable protection from injurious heat or cold, and;
- d) provide the animal with adequate shelter, ventilation and space.

If the above is not met; an Enforcement Officer may take an animal into custody and or control or otherwise relieved of distress if the Officer is of the opinion — on reasonable and probable grounds — that the owner or caretaker is not likely to provide for the animal, due to financial, physical or mental issues of the pet owner or caretaker. Or whether or not it is in distress, but conditions that may comprise the animals wellbeing; included being left more than 24 hours without adequate food, water or shelter, or being left behind by former tenants of a rental property.

Any of the above circumstances are adequately met or circumstances have changed the pet may be returned to the owner given that any fees or expenses are paid in full.

1 0. Where the registration fee required by this Bylaw has been paid by the tender of an uncertified cheque, the registration:

- a) is issued subject to the cheque being accepted and cashed by the bank; and
- b) is automatically revoked if the cheque is not accepted and cashed by the bank on which it is issued.

1 1 The Town Office shall keep a record of all dogs registered pursuant to section 8 of this Bylaw. The record shall indicate.

- a) date of registration;
- b) name, address and telephone number of the Owner of the dog or cat;
- c) the registration number and the amount paid,
- d) the breed, color and sex of the dog

- e) if a license for a dog becomes lost in any manner whatsoever, a new license shall be issued for such dog , in the amount set out in Bylaw 2023

1.1.1 Pursuant to Section 8.1 the Town shall,

- a) Provide any cat owner a cat identification tag for the sum determined in Bylaw 2023-10.
- b) Record and keep the number of the tag corresponding with the cat owner's information;
- c) Whenever possible, return any cat apprehended to the owner;
- d) Take the cat to the appointed animal shelter whereby it will be held for three (3) days if the cat cannot be returned to the owner;
- e) Charge the owner of a cat that has been apprehended all applicable fees and fines at the Town office prior to picking up the cat.
- f) Provide a cat identification tag to be valid for the life of the cat but is not transferable to another cat or to another owner.
- g) Ensure all costs in relation to any apprehended cat are the sole responsibility of the cat owner.

AUTHORITY TO AN ANIMAL SHELTER

12. An Enforcement Officer:

- a) May capture and impound any animal in respect of which he believes or has reasonable grounds to believe an offence under this Bylaw is being or has been committed and is further authorized to take such reasonable measures as are necessary to subdue any animal which is at large;
- b) May enter onto any land in pursuit of any animal which has been running at large;
- c) May, in any case where the Owner of a dog can be identified through the Town's registration records, return such dog to the Owner where practicable instead of delivering it to the Animal Shelter;
- d) Shall, if any animal other than a dog or cat is captured, make a reasonable attempt to return the animal to the Owner where possible, instead of being delivered to the Animal Shelter.

ESTABLISH ANIMAL SHELTER

- 1.3. a) It shall be the duty of the Town Council to establish an Animal Shelter for the impounding of animals captured pursuant to this Bylaw, and Council are further authorized and empowered to make any and all such rules and regulations not inconsistent with the provisions of this Bylaw as they consider necessary for the conduct of regulating such Animal Shelter.
- b) It shall be the responsibility of the Animal Shelter keeper to examine all impounded animals for any identification including, but not limited to, tattoos and microchip ID.

APPOINT ANIMAL SHELTER KEEPER

14. It shall be the duty of the Chief Administrative Officer to appoint an Animal Shelter keeper and other such persons as they deem necessary for the carrying out of the provisions of this Bylaw as required for the keeping of the Animal Shelter.

OBSTRUCTION

15. No person, whether or not he is the Owner of an animal which is being or has been pursued or captured, shall:
- (a) Interfere with or attempt to obstruct an Enforcement Officer who is attempting to capture an animal which is subject to being impounded pursuant to the provisions of this Bylaw;
 - (b) Induce the animals to enter a house or other place where it may be safe from capture or otherwise assist the animal to escape capture;
 - (c) Falsely represent himself as being in charge or control of an animal so as to establish that the animal is not running at large or;
 - (d) Unlock or unlatch or otherwise open the Animal Shelter vehicle to allow or attempt to allow any animal to escape there from.
 - (e) **Specify obstruction of enforcement. Giving false information to an enforcement officer regarding licensing of an animal. (*have its own set fine amount* \$500.00 (matches the community standards obstruction amount)**

PROHIBITED ACTS

16. No person shall:

- a) Untie, loosen or otherwise free an animal which has been tied or otherwise restrained;
or
 - b) Negligently or willfully open a gate, door or other opening in a fence or enclosure in which an animal has been confined and thereby allow an animal to run at large within the Town.
 - c) **Keep/rehome animals that are found within town limits without contacting enforcement.**
- Motor vehicle –**
- (d) **Any Person who leaves an Animal unattended in or on a Motor Vehicle, without proper protection from the elements or in a manner that places the Animal at risk of harm, is guilty of an offence.**
 - (e) **Any Person who fails to properly secure an Animal, inside or on a Motor Vehicle while it is in motion or while it is parked to ensure that the Animal is unable to fall out of or leave the Motor Vehicle, is guilty of an offence.**

TORMENT

- 1 7. No person shall tease, torment, annoy, abuse or injure any animal.

RECLAIMING

- 1 8. The owner of any:
- a) Impounded dog may reclaim the dog from the Animal Shelter within three (3) Town of Millet business operation days from the time of the impoundment by paying to the Town all impoundment fees and board fees, as per Town policy, and by paying any outstanding fines and registering the dog as required by this Bylaw.
 - b) Impounded animal, other than a dog, may reclaim the animal within three (3) Town of Millet business operation days from the time of the impoundment by paying to the Town any outstanding fines and all impoundment and board fees per Town Policy.

SALE OR DESTRUCTION

- 1 9. a) The Animal Shelter keeper shall sell or destroy an animal after the animal is retained in the Animal Shelter for three (3) Town of Millet business operating days from the time of the impound, unless a person having authority orders the further retention or the destruction of the animal, or unless the Owner of the animal makes arrangements with the Animal Shelter keeper for the further retention of the animal.
- b) In any case, where an animal is found ill, in distress, or has been injured and it has been determined by a veterinarian or other designate that the animal should be destroyed to prevent needless suffering, the animal may be destroyed as soon as practical.
 - c) The purchaser of an impounded animal from the Animal Shelter pursuant to the provisions of this Bylaw shall obtain full right and title of the Owner of the animal shall cease thereupon.
 - d) The Animal Shelter keeper shall report any apparent illness, communicable disease, injury or unhealthy condition of any animal to an Enforcement Officer who may discuss the matter with a veterinarian. The owner, if known, shall be held responsible for all charges resulting there from.

MAINTENANCE OF RESIDENCES OR GROUNDS

20. Residences or grounds where any animals are kept, shall at all times be maintained in a clean and sanitary condition, satisfactory to the Medical Officer of Health or an Enforcement Officer or his or her discretion.

DANGEROUS DOGS

- 21 . The Owner of a dangerous dog shall take all necessary steps to ensure that it does not bite, chase or attack any human or other animal whether the person or animal is on the property of the Owner or not.
- a) If a dangerous dog bites or attacks a person or animal, the Owner shall be guilty of an offense and subject liable to a fine under this Bylaw, exclusive to any other civil actions or penalties.

- b) The owner of a dangerous dog shall notify the Enforcement Officer if the animal is running at large.
- c) The owner of a dangerous dog shall:
 - i) notify the Enforcement Officer should the animal be sold, gifted, or transferred to another person or die; and
 - ii) remain liable for the actions of the animal until formal notification of the sale, gift or transfer is given to the Enforcement Officer.
- d) When a dangerous dog is on the premises of its Owner, it shall be kept confined indoors under the effective control of a person over the age of sixteen (16) years, or confined in a securely enclosed and locked pen, or other structure constructed and secured in such a fashion as to prevent the escape of the dog, and to prevent the entry of persons unauthorized by the Owner.
- e) Any such pen shall have a secure top and sides and either:
 - i) Have a secure bottom effectively attached to the sides: or
 - ii) The sides shall be embedded in the ground to a minimum depth of thirty (30) centimeters.
- f) When a dangerous dog is off the premises of the owner, it shall be securely muzzled, and shall be either harnessed or leashed securely to effectively prevent it from attacking or biting a human or other animal: provided that this requirement shall not apply when the dog is in a building or enclosure in attendance at a bona fide dog show, or

confined in a pen meeting the requirements of Subsections (a) and (b).

- g) The Owner of a dog, which the owner knows or ought to know is a dangerous dog, shall keep the dangerous dog in accordance with the provisions of Section 22.
- h) If the Animal Shelter keeper or an Enforcement Officer determines on reasonable grounds that a dog is a dangerous dog, either through personal observation or on the basis of facts determined after an investigation initiated by a complaint, he may;
 - i) Require the Owner to keep such dog in accordance with the provisions of Section 22 of this Bylaw upon the Owner's receipt of the notice; and
 - ii) Inform the owner that if the Dangerous Dog is not kept in accordance with Section 22 of this Bylaw, the Owner will be fined, or subject to enforcement action pursuant to Section 23 of this Bylaw.
- i) Where the Owner of a dog that has been determined to be a dangerous dog produces information to the Enforcement Officer that may alter a determination made under Section (2), the Enforcement Officer shall, as soon as is reasonably possible, cause the matter to be reviewed and make a final determination.
- j) If a dangerous dog is impounded by the Town for any offense under this Bylaw, an Enforcement Officer may order that the dog remain in the custody of the Town Animal Shelter until the completion of the court process.
- k) The licensing fee for a restricted dog or dangerous dog shall be set out in bylaw 2023-10.
- l) The owner of a dangerous dog shall:
 - i) Subject to the provisions of subsection 8(a) obtain a license for such dangerous dog on the first day on which the Town Office is open for business after the Animal has been declared as dangerous.
 - ii) Obtain a license on the first day on which the Town Office is open for business after he becomes the Owner of the dangerous dog.

OFFENSES AND PENALTIES

- 22 a) Any person who contravenes the provisions of this Bylaw, or refuses to obey the direction of the Medical Officer or an Enforcement Officer given pursuant to this Bylaw, is guilty of an offense and may be issued with a violation ticket by an Enforcement Officer in the amount specified in Schedule "A" "B", "C."

- b) Each day of violation of any provision of this Bylaw shall constitute a separate offense.
- c) The levying and payment of any fines shall not relieve a person from the necessity of paying any fees, charges or costs from which he is liable under the provisions of this Bylaw.
- d) A Justice of the Peace or Provincial Court Judge, in addition to the penalties provided in this Bylaw, may if he considers the offense sufficiently serious, direct or order the owner of the animal to pay a fine in any amount he/she may deem appropriate. A Provincial Court Judge or Justice of the Peace may order such owner to pay compensation to anyone suffering a loss or injury as a result of a violation of any part of this Bylaw. A Provincial Court Judge or Justice of the Peace may direct or order the owner of the animal to prevent such animal from doing mischief or causing the disturbance or a nuisance complained of or to have the animal removed from the Town or to have the animal destroyed. In the case of a Dangerous Dog order the owner is to maintain in force a liability insurance policy in a minimum amount of Five Hundred Thousand (\$500,000.00) Dollars for injuries caused by the owner's Dangerous Dog.

23. SEVERABILITY

Should any provision of this bylaw be invalid then such invalid provision shall be severed, and the remaining bylaw shall be maintained.

24. Bylaw 2018-06 is hereby rescinded

25. This Bylaw shall come into effect on the date of signing.

READ a first time this 22nd day of November, 2023

READ a second time this 13th day of December, 2023

READ a third time this 13th of December, 2023

Mayor



Chief Administrative Officer



"A"

BYLAW 2018/06

VIOLATION AND PENALTIES

Violation Tickets and Voluntary Payment

- a) Where an Animal Control Officer or a Bylaw Enforcement Officer believes that a person has contravened any provisions of this Bylaw, he may serve upon such person a ticket as provided in this section, by;
 - ii) either personally or by leaving a copy for him at his last or most usual place of abode with some person there present who is apparently at least Sixteen (16) years of age, or
 - iii) by mailing a copy to the defendant by registered mail or certified mail to his last known post office address.

SCHEDULE

- b) A notice or form commonly called a "Violation Ticket" having printed wording approved by the Town Council shall state the section of the Bylaw which was contravened and a voluntary penalty or in the case of a serious incident, at a Peace Officer's discretion, a compulsory appearance court date.
 - i) the sum of Ninety (\$90.00) Dollars in respect of a first offence;
 - ii) the sum of One Hundred and Fifty (\$150.00) Dollars in respect of a second offence;
 - iii) the sum of Two Hundred (\$200.00) Dollars in respect of a third and subsequent offence;_unless the offences stipulated in Schedule "E" apply.
- c) An offence shall not be deemed to have been repeated if the subsequent offences are committed after expiration period of six months.
- d) Notwithstanding the provisions of this section, a person to whom a ticket has been issued pursuant to this section may exercise his right to defend any charge of committing a contravention of any of the provisions of this Bylaw.

SCHEDULE 'B'
BYLAW 2018/06
VIOLATION AND PENALTIES
RESTRICTED/DANGEROUS DOGS

Persons who commit offences under this Bylaw are subject to the following fines:

- a) Failure to obtain and keep in force a dog license \$ 500.00
- b) Failure to confine a restricted dog or a dangerous dog when on the premises of the owner in accordance with this Bylaw..... \$ 500.00
- c) Failure to muzzle or otherwise secure a restricted dog or a dangerous dog when off the premises of the owner..... \$ 500.00
- d) If a restricted dog or dangerous dog bites or attacks a person or animal causing injury _____ \$ 1,500.00 e) Permitting a restricted or dangerous dog to run at large \$ 500.00
- f) Failure to advise enforcement officer of dangerous dog running at large\$ 500.00
- g) Failure to advise an enforcement officer of selling, gifting or transferring ownership of a dangerous dog _____ \$ 500.00

SCHEDULE

- h) An owner who commits for a second time, any of the offences listed in this section, providing the offence is committed within 6 months of committing the first offence, is subject to double the initial penalty

SCHEDULE
'C'
SPECIFIED PENALTIES

- 6. (a) (b) Allow any animal to become a Nuisance \$300.00
- 6. (a) (c) (iv) Fail to immediately remove defecation from another's property \$150.00
- 9. (a) (b) (c) Fail to obtain valid dog license \$200.00
- 9.1 Fail to provide sufficient food/water/shelter/medical attention for animal \$500.00
- 15. Fail to obstruct or surrender animal to Enforcement Officer \$200.00
- 16. A) Release any animal from confined area, allowing to run loose' \$100.00
 - B) motor vehicle - Person leaves Animal unattended in Motor Vehicle, placing Animal at risk of harm. Person fails to properly secure an Animal inside or on a Motor Vehicle while it is in motion or while it is parked to ensure that the Animal is unable to fall out of or leave the Motor Vehicle – **Fine of \$300.00**
- 17. Tease/torment/annoy/harm a dog/cat
\$300.00