

The Town of Millet Annexation Application December 12, 2016

Executive Summary:

The purpose of this annexation application is to have the twelve properties on the east side of Millet included into the Town of Millet's jurisdiction as the properties will have the opportunities to be serviced by municipal water and sewer.

This application was prepared by West Central Planning Agency in consultation with Administrations from the Town of Millet and County of Wetaskiwin No.10

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The annexation submission has been formatted to correspond to the application check list provided by the Municipal Government Board.

1. MAPS AND LEGAL DESCRIPTIONS OF THE ANNEXATION AREA

A map of the Annexation Area is attached as **Schedule A - Map 1** and the properties proposed for annexation are:

1.

MERIDIAN 4 RANGE 24 TOWNSHIP 47
SECTION 32
ALL THAT PORTION OF THE NORTH EAST QUARTER
WHICH LIES EAST OF THE RIGHT OF WAY OF THE CALGARY
AND EDMONTON RAILWAY, AS SHOWN ON RAILWAY PLAN 7257BF
AND NORTH OF A LINE DRAWN PARALLEL TO THE SOUTH
BOUNDARY OF THE SAID QUARTER SECTION, AND
(623) FEET PERPENDICULARLY DISTANT NORTHERLY THEREFROM,
CONTAINING 40.5 HECTARES (100 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

2.

ALL THAT PORTION OF THE NORTH EAST QUARTER OF SECTION THIRTY TWO (32)
TOWNSHIP FORTY SEVEN (47)
RANGE TWENTY FOUR (24)
WEST OF THE FOURTH MERIDIAN, WHICH LIES EAST OF THE RIGHT OF WAY
OF THE CALGARY AND EDMONTON RAILWAY AS SHOWN ON RAILWAY PLAN
7257BF AND SOUTH OF A LINE DRAWN PARALLEL TO THE SOUTH BOUNDARY
OF THE SAID QUARTER SECTION AND SIX HUNDRED AND TWENTY THREE (623)
FEET PERPENDICULARLY DISTANT NORTHERLY THEREFROM, CONTAINING (26.94
ACRES) 10.88 HECTARES MORE OR LESS.
EXCEPTING THEREOUT ALL MINES AND MINERALS

3.

MERIDAIN 4 RANGE 24 TOWNSHIP 47
SECTION 33
ALL THAT PORTION OF LEGAL SUBDIVISION 12
WHICH LIES NORTH OF A LINE DRAWN PARALLEL TO
THE NORTH BOUNDARY OF SAID LEGAL SUBDIVISION
AND 660 FEET PERPENDICULARLY DISTANT SOUTHERLY
THEREFROM, CONTAINING 8.09 HECTARES (20 ACRES) MORE
OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

4. MERIDIAN 4 RANGE 24 TOWNSHIP 47
SECTION 33
LEGAL SUBDIVISION (12)
CONTAINING 16.2 HECTARES (40) ACRES MORE OR LESS
EXCEPTING THEREOUT:
ALL THAT PORTION WHICH LIES NORTH OF A LINE DRAWN PARALLEL TO THE NORTH
BOUNDARY OF THE SAID LEGAL SUBDIVISION AND (660) FEET PERPENDICULARLY
DISTANT SOUTHERLY THEREFROM, CONTAINING 8.09 HECTARES (20 ACRES) MORE
OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS
5. LEGAL SUBDIVISION ELEVEN (11) OF SECTION THIRTY THREE (33)
TOWNSHIP FORTY SEVEN (47)
RANGE TWENTY FOUR (24)
WEST OF THE FOURTH MERIDIAN
CONTAINING FORTY ACRES (40)
EXCEPTING THEREOUT ALL MINES AND MINERALS
6. THE SOUTH WEST QUARTER OF SECTION THIRTY THREE (33)
TOWNSHIP FORTY SEVEN (47)
RANGE TWENTY FOUR (24)
WEST OF THE FOURTH MERIDIAN,
CONTAINING 65.2 HECTARES (161 ACRES) MORE OR LESS.
EXCEPTING THEREOUT: HECTARES (ACRES) MORE OR LESS
A) ROADWAY DESCRIBED IN C.OF T. 79-E-2 1.62 4.00
B) PLAN 2633KS ROAD (NUISANCE GR.) 0.837 2.07
ROAD (ACCESS) 0.125 0.31
C) PLAN 3446NY ROAD 2.04 5.06
D) PLAN 9422421 ROAD 0.090 0.22
EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME
7. NUISANCE GROUND, CONTAINING TWO AND SEVEN
HUNDREDTHS (2.07) ACRES MORE OR LESS AND
ACCESS CONTAINING THIRTY TWO HUNDREDTHS (0.32)
OF AN ACRE MORE OR LESS
AS SHOWN COLORED RED ON ROAD PLAN 2633KS
EXCEPTING THEREOUT: HECTARES (ACRES) MORE OR LESS
A) PLAN 9422421 ROAD 0.005 0.01
EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME

8.

THE SOUTH EAST QUARTER OF SECTION THIRTY THREE (33)
TOWNSHIP FORTY SEVEN (47)
RANGE TWENTY FOUR (24)
WEST OF THE FOURTH MERIDIAN
CONTAINING 64.7 HECTARES (160 ACRES) MORE OR LESS.
EXCEPTING THEREOUT: HECTARES (ACRES) MORE OR LESS
A) THE MOST NORTHERLY SIXTY SIX (66) FEET THROUGHOUT OF
THE SAID QUARTER SECTION FOR ROADWAY 1.62 4.00
B) PLAN 3446NY ROAD 1.84 4.54
C) PLAN 9422421 ROAD 0.395 0.98
EXCEPTING THEREOUT ALL MINES AND MINERALS

9.

THE NORTH WEST QUARTER OF SECTION TWENTY EIGHT (28)
TOWNSHIP FORTY SEVEN (47)
RANGE TWENTY FOUR (24)
WEST OF THE FOURTH MERIDIAN
CONTAINING 64.7 HECTARES (160 ACRES) MORE OR LESS.
EXCEPTING THEREOUT: HECTARES (ACRES) MORE OR LESS
A) PLAN 3446NY ROAD 0.421 1.04
B) PLAN 8121104 SUBDIVISION 2.50 6.18
C) PLAN 9422421 ROAD 0.805 1.99
D) PLAN 9824390 SUBDIVISION 1.22 3.01
EXCEPTING THEREOUT ALL MINES AND MINERALS

10.

PLAN 8121104
BLOCK A
CONTAINING 2.42 HECTARES (5.98 ACRES) MORE OR LESS
EXCEPTING THEREOUT: A) THE NORTHERLY 84.76 METRES
IN PERPENDICULAR WIDTH THROUGHOUT,
CONTAINING 1.21 HECTARES (2.99 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

11.

PLAN 8121104
THE NORTHERLY 84.76 METRES IN PERPENDICULAR WIDTH THROUGHOUT OF BLOCK A,
CONTAINING 1.21 HECTARES (2.99 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

12.

PLAN 9824390
BLOCK B
EXCEPTING THEREOUT ALL MINES AND MINERALS
AREA: 1.22 HECTARES (3.01 ACRES) MORE OR LESS

2. EXCERPTS FROM RELEVANT SECTIONS FROM ANY MUNICIPAL DEVELOPMENT PLANS OR OTHER STATUTORY PLAN

INTER-MUNICIPAL DEVELOPMENT PLAN (2017 Future project between the Town and County)

Summary: The Town and County of Wetaskiwin No. 10 have a great working relationship and will established a development framework through the Inter-Municipal Development Plan will clearly identifies that if properties require municipal water and\or sewer they should be in the Town.

Development on Serviceable Land

As a general rule, land which can economically be serviced by gravity sewer will be reserved for development at urban densities.

Interim uses may be allowed on this land provided they will not obstruct its eventual conversion to urban use.

Annexation

Land should remain in whichever municipality is best able to provide services to it and its owners. As a general rule, farm land should be in the County, and land which is subdivided to urban densities, or which requires municipal water and\or sewer, should be in the Town.

The Town will not attempt to annex any land until there is a legitimate proposal for development urban uses or requiring urban services. A proposal will be considered legitimate when the owner has been granted subdivision or development approval. When this pre-condition is met, the County will not object to annexation.

MUNICIPAL DEVELOPMENT PLAN

Summary: The Town of Millet Municipal Development Plan (MDP) outlines the positive working relationship between the Town of Millet and County of Wetaskiwin No. 10 and how the future Inter-Municipal Development Plan addresses annexation issues.

Inter-municipal Cooperation

The Town of Millet and the County of Wetaskiwin No. 10 have a good working relationship with respect to land use issues in the urban fringe, as well as many other shared services. The Town hopes to continue and expand upon these good working relationships through open communication and mutual cooperation on planning matters of mutual interest. Matters regarding annexation will be addressed in the Town\County Inter-Municipal Development Plan and require approval from both Town and County Councils.

Section 1.5 of the Town MDP:

Vision

Millet's future shall build on its small town, family-oriented character through managed sustainable growth that will result in a complete beautified community that provide a range of housing options, town amenities and recreational facilities. Served by two provincial highways, Millet will capitalize on its highway exposure through the nourishment of business that will create a robust employment sector and be an extension of the Town's urban fabric.

Section 3.3 of the Town MDP and **Schedule D – MDP Map 3** is attached as Map 3 of the MDP Conceptual Land use Map:

Industrial Development

Millet's economic opportunities are endless and can be achieved through job creation, and a strong labour force. Establishing industries that will contribute to the Town's wellbeing is critical in establishing sustainable growth. Lands east of the CP railway have already been identified as ideal for industrial development. In working with neighbouring municipalities, the MDP sees an opportunity to secure future land east of the railway for industrial use while also ensuring the sensitivity of existing residential development is recognized.

GOALS

- Establish an industrial area that will foster job growth in a non-intrusive manner
- Secure potential employers that will build on Millet's vision
- Be a leader in providing regulatory guidelines with respect to industrial operation

Policies

- | | |
|---------------|---|
| 3.3.1 General | The Town of Millet's Conceptual Landuse Map (Map 3) indicates where future industrial use will be accommodated; the Town will use this map as a reference to preserve designated industrial areas. |
| 3.3.2 General | The Town has identified oil and gas related sectors, along with light manufacturing as the primary drivers to industrial development and will set regulations to mitigate any adverse effect these operation may have on adjacent properties. |
| 3.3.3 General | The Town will work with its neighbouring municipality to create a comprehensive industrial park plan for lands east of the CP |

- 3.3.4 General
Railway.
The Town will work with Alberta Transportation and CP Railway to ensure efficient access is available for land east of highway 2A and the CP railway. This may require capital improvements to rail crossings and highway access in the foreseeable future.
- 3.3.5 General
Council may act on reviewing the Land use Bylaw to ensure it contains regulations that reflect existing realities regarding industrial land use. This may include but not be limited to landscaping, building design, appropriate set-backs between industrial uses and non-industrial uses and environmental stewardship practices.
- 3.3.6 General
All industrial development is to be fully serviced with the infrastructure needed to support the types of operations planned for the area.
- 3.3.7 New Industries
In collaboration with regional organizations, the Town may consider undertaking a marketing exercise in attempt to attract

JEDI:

The County of Wetaskiwin and Town of Millet have a unique relationship compared to other areas in Alberta as there is a dynamic economic partnership between the Town of Millet, the County of Wetaskiwin and the City of Wetaskiwin under the Joint Economic Development Initiative (JEDI). This was created as a non-for-profit organization in 2003. It has an award-winning industrial land development cost and revenue sharing agreement with the partner municipalities designed to simplify and further growth. As industrial development is one of the region's key objectives, the cost and revenue sharing agreement is structured to support this objective in the following manner:

- a) All tax revenues from industrial land developments registered and developed after 2006 are shared between the three partner municipalities regardless of the development's location.
- b) The land tax revenues are distributed between each municipality by weight based on the proportion of population of each municipality.
- c) The servicing costs of the municipality, in which the development resides, are given priority in the initial tax revenues until that municipality's costs are recovered. From the beginning of the development, 75% of the tax revenues are given to the resident municipality until its installation costs and servicing are recovered, and the remaining 25% is allocated to the shared municipal pool. Once the resident municipality has recovered its costs through this process, 100% of the tax revenues are returned to the shared municipal pool.

The benefits to this sharing agreement are:

- No competition for industrial land development and a strong partnership between the three municipalities
- Seamless agreement and quick processing of required annexation of land for further development.
 The removal of obstacles to developers who wish to develop locations that would benefit from or require an annexation.

3. INTENDED USES AND MUNICIPAL INFRASTRUCTURE

The Town of Millet currently occupies 373.94 hectares (924 acres), and proposes to annex an additional 269.48 hectares (665.91 acres). There are almost four and a half quarter sections within the proposed annexation area. This is shown on **Schedule B - Map 2**. Currently, the proposed annexation area does not have municipal water or sewer services. Once it is annexed, the area can be serviced and increase its potential for future development of commercial and industrial. There will be a cost to connect to these services and an offsite levy will apply.

The following Sections 4.1 to 4.4 are subject under Section 135 (1) (d) of the Municipal Government Act:

“bylaws and resolutions of the old municipal authority that apply specifically to the area of land continue to apply to it until repealed or others are made in their place by the new municipal authority”

Any existing bylaws (Area Structure Plan and/or rezoning bylaws) and resolutions passed by the County of Wetaskiwin will continue to apply in the Town of Millet until repealed or new ones made in their place by the Town of Millet. Area Structure Plan information is shown on **Schedule C - Map 3**.

Legal Location	Roll	Area (acres)	Zoning	2015 Assessment	2016 Municipal Taxes (\$)
NE-32-47-24-W4	133900	100.00	Industrial	846,080	11,634.02
NE-32-47-24-W4	133901	26.94	Urban Fringe	335,530	857.72
NW-33-47-24-W4	134201	40.00	Direct Control	665,390	9,149.45
NW-33-47-24-W4	134202	20.00	Urban Fringe	318,520	814.76
NW-33-47-24-W4	134203	20.00	Urban Fringe	351,280	887.03
SW-33-47-24-W4	134400	149.34	Industrial	1,261,490	17,346.12

SW-33-47-24-W4	134401	2.38	Industrial (Landfill)	12,000	165
SE-33-47-24-W4	134300	150.48	Industrial	509,040	6,999.55
NW-28-47-24-W4	132500	147.78	Industrial	833,420	11,484.69
NW-28-47-24-W4	132501	2.99	Country Residential	470,950	1,160.66
NW-28-47-24-W4	132502	2.99	Country Residential	303,920	749.01
NW-28-47-24-W4	132503	3.01	Municipal Reserve (Solid Waste Transfer Station)	305,160	0

Table 3: 2016 Municipal taxes only; this is not including senior and education taxes (Source: County of Wetaskiwin Assessment Department)

3.1 North East 32-47-24-4, 126.94 acres

This quarter section is east of Highway 2A and the Canadian Pacific Railway (CPR). There are two parcels on this quarter section. Both properties are adjacent to a CPR rail-line which is a potential benefit for any company who would like to utilize the rail line.

The 100 acres' parcel has an approved Area Structure Plan by the County of Wetaskiwin from 2015 (Millet Industrial Park Ltd. Bylaw 2015/05) which was amended by a new owner, Pro Pipe in 2015. The Area Structure Plan would be adopted by the Town of Millet upon completion of the annexation.

The second parcel with Urban Fringe does not have an Area Structure Plan approved. Any further development is subject to an approved Area Structure Plan.

Zoning	Area (acres)	Buildings
Industrial	100.00	- Vacant
Urban Fringe	26.94	- Residential House - Two garages

3.2 South Half of North West 33-47-24-4, 80 acres

This quarter section is between Range Road 244 and Range Road 243 and does not have an Area Structure Plan approved and will need Area Structure Plan approval for future developments. The approval of any Area Structure Plan on these will required approval from the Town of Millet. This quarter section has four parcels on it, and they were created before any records of subdivision files were kept. There were three subdivision records afterward on this quarter section but two (RW/75/29 and RW/75/55) were refusals and RW/76/101 was abandoned.

Properties to the west and south are zoned Industrial, the long term plan for these properties must be compatible with those existing Industrial lots. Mainly, future residential development will not be compatible at this location.

Zoning	Area (acres)	Buildings
Urban Fringe	20.00	-Residential House
Urban Fringe	20.00	-Two Summer Cottages
Direct Control	40.00	-Relocatable Office

3.3 South West 33 and South East 33-47-24-4, 304 acres

These two quarter sections are near the Highway 2A intersection with Township Road 475. This area has the potential to be a prime commercial and industrial location. Since 2007, there has been a change in ownership and the existing Area Structure Plan is currently undergoing an amendment. It has been proposed that the majority of the land will remain as industrial zoning with the addition of both commercial and open storage. This amendment process is in the final stages and both the County of Wetaskiwin and the Town of Millet have been engaged in this process to ensure mutual interests are satisfied. The two quarter sections have an approved Area Structure Plan (Raiside Business Park Bylaw #2016/54) that was recently amended by the new landowners in 2016. The Area Structure Plan would be adopted by the Town of Millet upon completion of the annexation.

There is an inactive landfill which has a development restriction of 300 metres from the property and this is shown on **Schedule A - Map 1**. Future residential and commercial developments are not suitable within this 300-metre restriction. (Under the Subdivision and Development Regulations Section 13 (2) (b), Section 13 (3) (b), Section 13 (4) (b))

The landfill is inactive and is currently owned by Railside Industrial Park Inc. The Town of Millet has never applied to have the landfill decommissioned and the Town of Millet is investigating into options to decommission it. Prior to joining the West Dried Meat Lake (WDML) Regional Waste authority, the Town of Millet's solid waste went to the City of Wetaskiwin landfill.

In August of 2007, 1252064 Alberta Ltd (Railside at the time) and the Town of Millet entered into a waste disposal agreement. In the agreement, the developer is required to excavate the abandoned waste from the landfill. Also, it stated that there was an estimated 5,987 tonnes of abandoned waste that had been buried. The Town of Millet does not have an exact tonnage, however based on rates and the amounts; the Town of Millet estimates that 11,000 tonnes were hauled to WDML.

The amended Area Structure Plan states that the remains of the old landfill will be excavated and hauled away to the West Dried Meat Lake Landfill by the developer.

After the annexation, any future amendment(s) of the Area Structure Plan will require approval from the Town of Millet.

Zoning	Area (acres)	Buildings
Industrial	150.48	Vacant
Industrial	149.34	Vacant
Inactive Land Fill	2.38	Vacant

3.4 North West 28-47-24-4, 153 acres

One property on this quarter section has a draft Area Structure Plan which is being reviewed by County of Wetaskiwin's administration. If the (Shipway) Area Structure Plan is approved, it would be adopted by the Town of Millet upon completion of the annexation.

Zoning	Area (acres)	Buildings
Industrial	147.78	-Warehouse
Country Residential	2.99	-Residential House -Garage
Country Residential	2.99	-Residential House

		-Garage
County of Wetaskiwin Solid Waste Transfer Station	3.01	-Solid Waste Transfer Station

The County of Wetaskiwin owns a property which is being use as a Solid Waste Transfer station. Future residential and commercial developments are not suitable within this 300-metre restriction. (Under the Subdivision and Development Regulations Section 13 (2) (d), Section 13 (3) (d), Section 13 (4) (d))

3.5 Range Roads & Township Roads

Under the Municipal Government Act Section 18(2) a municipal district also has the direction, control and management of roads and road diversions surveyed for the purpose of opening a road allowance as a diversion from the road allowance on the south or west boundary of the district although the roads or road diversions are outside the boundaries of the municipal district.

The *Municipal Government Act Section 18 (2)* stipulates which roads stay within the County of Wetaskiwin and which roads are conveyed to the Town of Millet (refer to **Schedule A - Map 1**). Range Road 243 will remain in the County of Wetaskiwin jurisdiction and will be maintained by the County of Wetaskiwin’s Public Works Department. Range Road 244 from 45 Avenue to the north side of NE 32 and NW 33 will be part of the annexation proposal. This portion of the road will be maintained by the Town of Millet. The section of 45 Avenue/Township Road 475 from Range Road 244 to Range Road 243 will be part of the annexation proposal and there may be a maintenance agreement between the Town of Millet and the County of Wetaskiwin.

Any existing road maintenance agreement(s) between the developer(s) and the County of Wetaskiwin will be transferred to the Town of Millet.

INFRASTRUCTURE

Benefits of Town of Millet’s Water:

Town of Millet became a member of the Capital Region Southwest Water Services Commission in 2015. The core business of the commission is to serve its regional members and ensuring the supply and delivery of safe potable water. The regional waterline (which is expected to be completed in 2016) has been built to the specification to supply the projected population growth of the Town of Millet to the year 2035, and will ensure a reliable, safe source of potable water.

Town of Millet new regional water line will increase the capacity to supply additional water to every property within the jurisdiction of the Town of Millet. Any properties within the Town of Millet jurisdiction will be able to qualify for hook up to the Town of Millet new water supply. The Town of Millet cannot supply this new water supply to adjacent properties in the County of Wetaskiwin jurisdiction. Water quality and supply will be constant and secured for the future development of Town of Millet.

Benefits of Town of Millet's Sewer:

Currently, the Town of Millet is operating 4-stage waste water lagoon. The current capacity is with the Provincial standards and guidelines for wastewater systems; however, the Town of Millet understands the need to expand its current lagoon operation. The Town of Millet is currently working on a long-range plan to increase the capacity of the waste water lagoon.

The responsibility of keeping the municipal sewer system running smoothly falls on the Town of Millet and not on individual landowner with private sewer system, which presumably has the funding and expertise to ensure that wastewater is properly treated. Also, in a shared sewer system, wastewater is moved away to a centralized treatment facility; anyone who has ever experienced a septic system backup on their property can appreciate what a benefit off-site wastewater treatment can be.

Another advantage to a municipal sewer is that such systems are usually built to withstand heavy loads and can better accommodate periods of heavy precipitation or storm surges that might overwhelm smaller, poorly conceived or maintained home-based septic tanks, which are by virtue of their size and the laws of physics more prone to overflow and send contaminants into nearby surface and ground waters.

4. WRITTEN CONSENT FORMS

Attached as **Schedule E** are forms from landowners who are in support of the annexation application into the Town of Millet.

One of the landowners within NW 28-47-24-W4 did not come to Annexation Open House and the Town of Millet could not contact that landowner as the contact information was not updated by the landowner to the County of Wetaskiwin No. 10. Therefore, the information was out of date and the Town of Millet could not get a hold of that landowner.

The rest of the other landowners provided verbal support confirmations to West Central Planning Agency as per direct phone calls to each of those landowners.

5. LANDOWNER CONSENT

Attached as **Schedule F** are the minutes from the County of Wetaskiwin No.10 supporting the annexation and highlighting the various steps taken to support this request.

The City of Wetaskiwin, the County of the Town of Millet are members of the Joint Economic Development Initiative (JEDI) that shares municipal tax revenue on industrial properties.

No objections have been brought forward through any of the public processes held by either the Town of Millet or County of Wetaskiwin No. 10.

6. INFORMATION OF PUBLIC PROCESS

The Town of Millet and County of Wetaskiwin are proposing an open and transparent process. It is aware of the need to communicate with and enable input from the following stakeholders:

- The property owners of the land proposed for annexation;
- Leduc County; and
- Provincial and Local authorities; and
- Residents of the Town of Millet and the County of Wetaskiwin

Section 116 (2)(c)(i) and (ii) of the *Municipal Government Act* requires that notice of an annexation must include proposals for consulting with the public and meeting with the owners of the land to be annexed and keeping them informed. The Town of Millet and County of Wetaskiwin will undertake a consultation process to inform, update and allow stakeholders and residents the opportunity to express their views regarding the proposed annexation of the subject lands.

The following public consultation program is proposed in order to meet this requirement of the *Municipal Government Act*.

1. Direct Negotiations

Pursuant to **Section 118 (1) and (2)** of the MGA: A negotiation report is then prepared providing a summary of the negotiations and the agreed to items/conditions of annexation.

2. Open House

A joint Open House session will be planned and hosted by the Town of Millet and County of Wetaskiwin. This Open House will allow members of the public to learn about the proposed boundary adjustment and provide feedback.

Affected and adjacent property owners were sent notices of the public open house; advertisements were placed in local newspapers and posted on the initiated municipalities' website.

In August 2016, the Town of Millet sent 216 Intention to Annex Packages to all of the affected and adjacent landowners of the subject lands. Only two of those packages were returned. An open house was held on Tuesday, September 20, 2016, and the open house was advertised on the Town of Millet website as well as in the local newspaper.

A total of 41 people attended the public open house and 14 of those are Municipal Town and County Councils and Administrations.

There were no concerns or objects received at the public open house regarding the proposed annexation.

3. Website

The Town of Millet and County of Wetaskiwin will keep their website updated with annexation information. This will provide the general public with easy access to information. Both websites will utilize a Frequently Asked Questions format along with the contact information for Town of Millet and County of Wetaskiwin representatives regarding the annexation.

4. Mailing Lists

The lands that are proposed to be acquired by the Town of Millet will receive letters to keep them informed and address any questions or concerns. A second mailing list will include landowners within a specified distance from the annexation areas.

5. Newspaper Advertisements

All open houses will be advertised on the Town of Millet's website and County of Wetaskiwin's website. They will also be published in the Wetaskiwin Times.

6. Local and Provincial Authorities Referral

West Central Planning Agency referred out the Annexation proposal to local and provincial authorities for comment on Wednesday November 9, 2016.

7. MAP WITH ROADS

The following **Schedule A - Map 1** identifies the roads adjacent to the subject properties.

8. LAND TITLES

Attached as **Schedule G** is a copy of the land titles for the subject properties.

9. LIST OF PROPERTY OWNERS

NE 32-47-24-4:

1. [REDACTED] (LINC 0021 827 183)

[REDACTED]

- a. No written support! However, verbal support confirmation with WCPA.

- 2. [REDACTED] (LINC 0010 482 230)

[REDACTED]

- a. Yes, with written support!

NW 33-47-24-W4:

- 1. [REDACTED] (LINC 0021 808 457)

[REDACTED]

TOC 1Z0

- a. [REDACTED] attended the open house
- b. No written support! However, verbal support confirmation with WCPA.

- 2. [REDACTED] (LINC 0021 808 431)

[REDACTED]

OC 1Z0

- a. No written support! However, verbal support confirmation with WCPA.

- 3. [REDACTED] (LINC 0012 943 478)

[REDACTED]

- a. No written support! However, verbal support confirmation with WCPA.

SW3 and SE 33 47-24-W4:

- 1. [REDACTED] (LINC 0026 105 982,

[REDACTED]

- a. Yes, with written support!

- 2. [REDACTED] (LINC 0026 106 055)

[REDACTED]

- a. No written support!

NW28-47-24-W4:

- 1. The County of Wetaskiwin No. 10 (LINC 0027 612 183)

Box 6960,
Wetaskiwin, Alberta, T9A 2G5

- a. Yes, with written support!

2. [REDACTED] (LINC 0026 868 679)
[REDACTED] 1Z0

- a. No written support!

3. [REDACTED] (LINC 026 868 661)
[REDACTED] 0C 1Z0

- a. [REDACTED] attended the open house, he has a concern if Shipway develop his property to the full. [REDACTED]
- b. However, he does support this annexation verbally at the open house.
- c. No written support!

4. [REDACTED] (LINC 0027 612 175)
[REDACTED] 1Z0

- a. [REDACTED] came with his engineer [REDACTED]
- b. Yes, supported with written consent

10. PROPOSED EFFECTIVE DATE

It is proposed that the annexation become effective January 1, 2017.

11. IDENTIFICATION OF ANY SPECIAL CONDITIONS

11.1 Assessment and taxes

The annexed property will continue to be assessed in accordance with provincial legislation.

The Town of Millet will request that the Municipal Government Board order that the farmland tax rate (mill rate) levied on all annexed farmland, for both municipal and school purposes, be the lower of the Town of Millet or County of Wetaskiwin rates in each taxation year for ten years, or until the land is developed for other uses.

11.2 Solid Waste Disposal

The Town of Millet "Waste Management Bylaw" 2012/02 states that:

Section 3 - Every eligible premise must participate in the residential waste management system as provided by the Town of Millet.

Section 6 - Non-eligible premises shall include all commercial, industrial and institutional property and buildings as outlined by the Town of Millet's Land Use Bylaw, and apartments. Waste collection, removal and disposal from non-eligible premises is the sole responsibility and expense of the owner or occupier of the premises.

The Town of Millet will provide waste management services as required for annexed properties when there is sufficient volume to justify the cost. Until that time, landowners in the annexation area have the ability to use the County of Wetaskiwin Solid Waste Transfer Station. The West Dried Meat Lake Regional Landfill is a regional agreement between municipalities for waste disposal and residents can continue to use this landfill.

11.3 Snow Removal and Road Maintenance/Upgrading

Roads will be maintained by the responsible jurisdiction as pursuant to Section 18(2) of the Municipal Government Act. The Town of Millet will be taking over a portion of Range Road 244, Township Road 475 and Township Road 475A. Refer to **Schedule A - Map 1**.

Annexation primarily brings undeveloped lands into the Town of Millet for urban growth over the long term. Increased traffic will have an impact on the roads and will occur over time as these areas are planned and eventually developed. Upgrades to the road network will occur in a planned manner and include ongoing consultation with the County of Wetaskiwin, Leduc County, Alberta Transportation and affected landowners.

11.4 Addressing and Road Naming

The quarter sections which are affected by the transfer of roads from the County of Wetaskiwin to the Town of Millet will need to change their civic addressing. Township and Range Roads within the proposed annexation area will immediately begin a transition to Street and Avenues. i.e. Township Road 475 will become 45 Avenue. The Town of Millet will allocate Street and Avenue names accordingly.

Refer to **Schedule A - Map 1**.

11.5 Water and Sewer Service

As water and sewer lines are extended into the annexed lands, landowners will have the option of connecting to these lines, but will not be obligated to do so. Properties which have their own water wells and sewage systems can continue to use them as long as they comply with provincial regulations. There will be off-site levies charged as per the Town of Millet Off-Site Levy Bylaw #2015/03 if landowners decide to connect to the water and sewer lines; the chart below illustrates the connection fee.

The Town of Millet’s Municipal Development Plan states that "all future development will be required to connect to the Town of Millet’s sewer and sanitary systems" (Section 4.1.3). This is intended to apply to urban size lots, not acreage lots. The Town of Millet will amend Section 4.1.3 of the Municipal Development Plan to exclude existing parcels in the annexation area.

Section 7(a) of the Town of Millet's "Water and Sewer Regulations Bylaw", 2015/07, states that no well or other source of water, except the Town of Millet mains, shall be on use for domestic consumption in the Town of Millet excepting those premises which were utilizing a well or other source of water supply prior to third and final reading of this bylaw.

Town of Millet Policy #75 (Utility Connection Policy) establishes guidelines under which premises within the Town of Millet that are currently serviced by private water wells are to connect to the Town of Millet Water Supply.

The Town of Millet would allow water wells and sewage systems to be used in the annexed lands, until such time as some type of development occurs.

Town of Millet Off-Site Levy Fees (Bylaw #2015/03)

Water	
Non-Residential Lands	\$15,315 per hectare
Residential Lands	\$1,378 per dwelling unit
Sanitary Sewer	
Non-Residential Lands	\$22,221 per hectares
Residential Lands	\$1,999 per dwelling unit
Multi-Unit Rate – Residential	
Four – Eight Units - Water	\$1,100/suite
Four – Eight Units - Sewer	\$1,600/suite
Eight plus units – Water	\$965/suite
Eight plus units – Sewer	\$1,200/suite

11.6 Fire Emergency Services

The Town of Millet’s Fire Services Department is well positioned to provide emergency services to the proposed annexation area. The East West Millet Rural Fire Department Society has mutual aid agreements with other municipalities in the region, including the County of Wetaskiwin, the City of Wetaskiwin, and the County of Leduc. The Town of Millet has a mutual aid agreement with the City of Wetaskiwin and the County of Wetaskiwin for other Emergency Services.

11.7 Police and Ambulance Services

Police (RCMP) and Ambulance services are within the province jurisdiction therefore the services will continue as is after the annexation.

11.8 Community Peace Officer Services

The Town of Millet's Community Peace Officer is both proactive and reactive in responding to public requests for service and enforcement of Municipal Bylaws and Select Provincial Statutes within the boundaries of the Town of Millet.

12. REFERENCE TO ANY OTHER RELEVANT MATTER WHICH AROSE DURING THE ANNEXATION PROCESS

As previously noted, there was significant public consultation on this matter. All issues were agreed upon by the property owner and both jurisdictions. No objections were received.

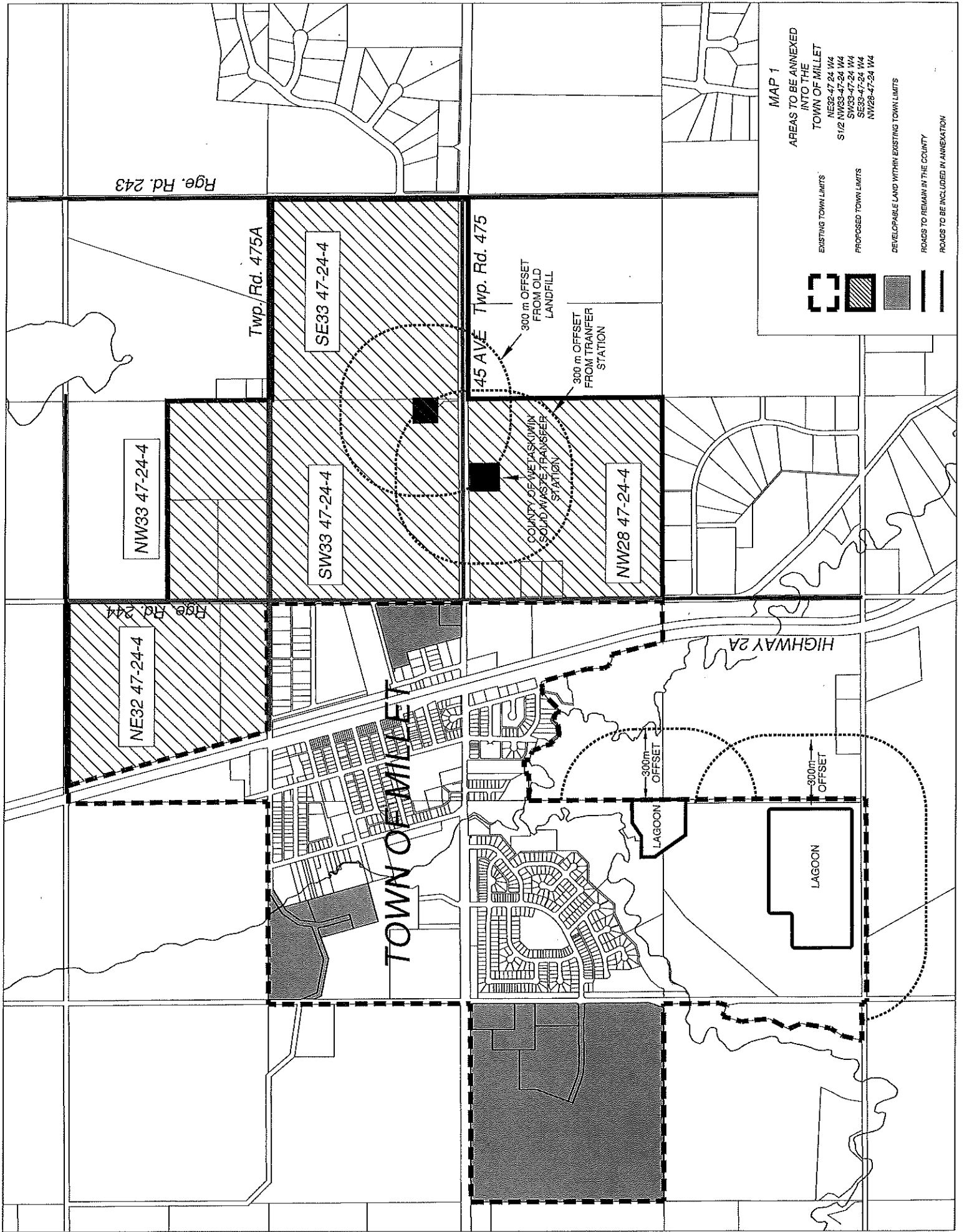
13. OTHER INFORMATION

The public has been involved in this annexation process through a public open house and Council decisions. Notices of the public open house were advertised.

14. CONFIRMATION OF INVOLVEMENT OF OTHER PUBLIC INTERESTS

Attached as **Schedule H** are letters from Alberta Transportation, Alberta Health Services and ATCO Pipelines stating they have no objections in principle to the proposed annexation.

A copy of the Negotiation Report has been sent to all properties identified through the initiation of the annexation application.



MAP 1

AREAS TO BE ANNEXED INTO THE TOWN OF MILLET

- NE32-47-24-1/4
- S1/2 NW33-47-24-1/4
- SW33-47-24-1/4
- SE33-47-24-1/4
- NW28-47-24-1/4

EXISTING TOWN LIMITS (dashed line)

PROPOSED TOWN LIMITS (thick solid line)

DEVELOPABLE LAND WITHIN EXISTING TOWN LIMITS (stippled area)

ROADS TO REMAIN IN THE COUNTY (thin solid line)

ROADS TO BE INCLUDED IN ANNEXATION (thick solid line)

Rge. Rd. 243

Twp. Rd. 475A

SE33 47-24-4

145 AVE Twp. Rd. 475

300 m OFFSET FROM OLD LANDFILL

300 m OFFSET FROM TRANSFER STATION

COUNTY OF WETASKIWIN SOLID WASTE TRANSFER STATION

NW33 47-24-4

SW33 47-24-4

NW28 47-24-4

Rge. Rd. 244

NE32 47-24-4

HIGHWAY 2A

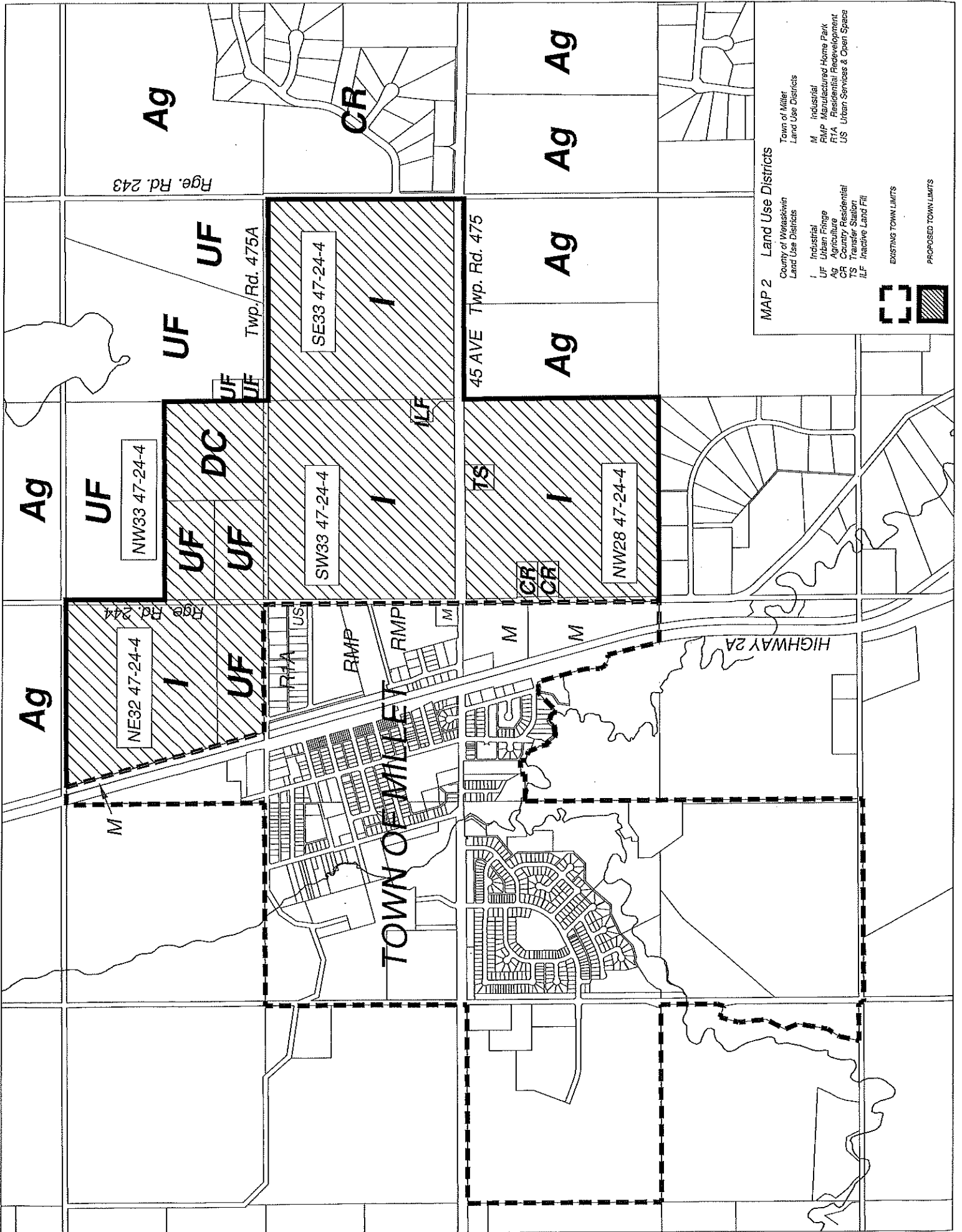
TOWN OF MILLET

300m OFFSET

LAGOON

300m OFFSET

LAGOON



MAP 2 Land Use Districts

County of Washtenaw
Land Use Districts

- I Industrial
- UF Urban Fringe
- Ag Agriculture
- CR Country Residential
- TS Transfer Station
- ILF Inactive Land Fill

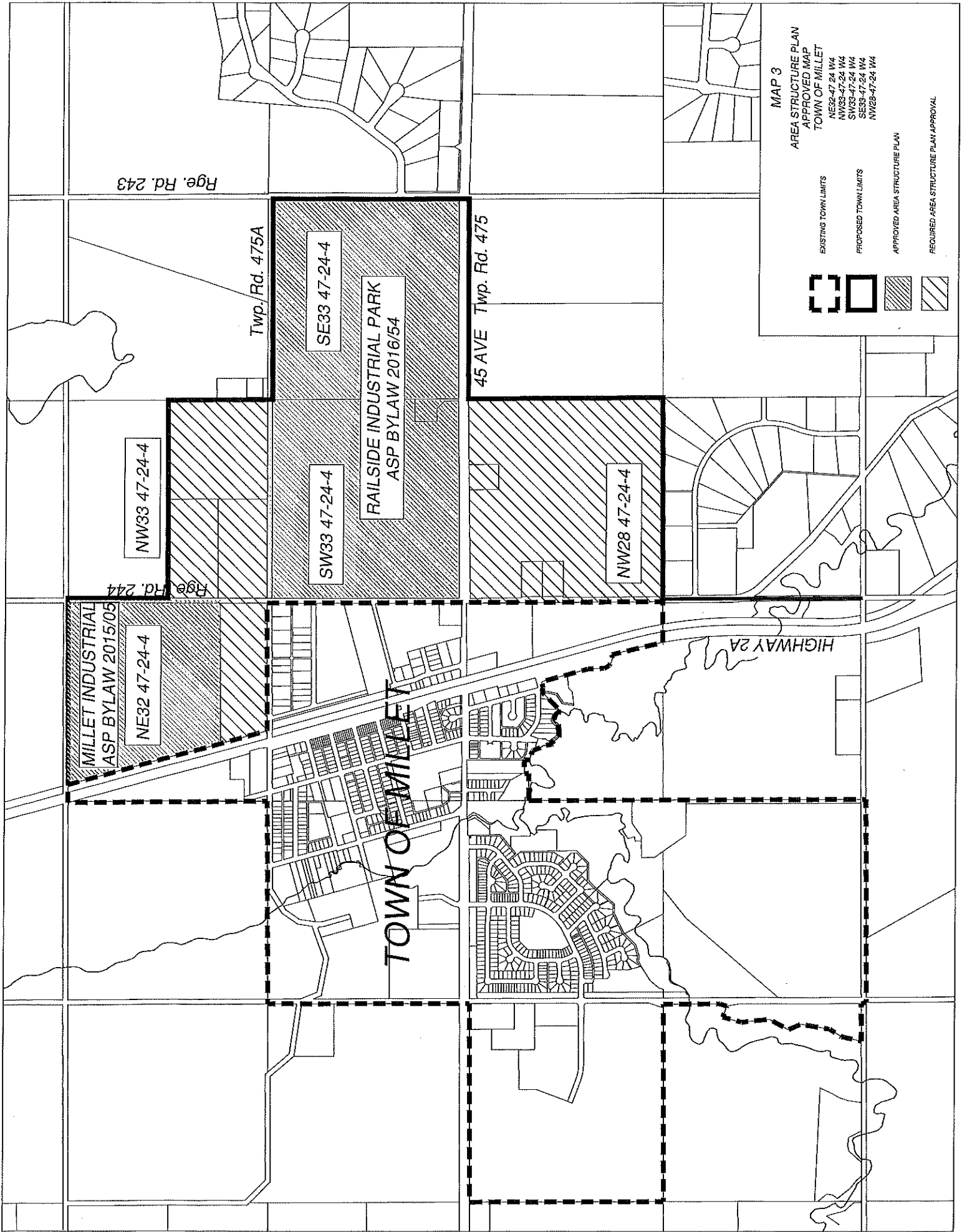
Town of Miller
Land Use Districts

- M Manufactured Home Park
- RMP Residential Redevelopment
- RJA Residential Redevelopment
- US Urban Services & Open Space



EXISTING TOWN LIMITS

PROPOSED TOWN LIMITS



MAP 3
AREA STRUCTURE PLAN
APPROVED MAP
TOWN OF MILLET

NE28-47-24 W4
 NW33-47-24 W4
 SW33-47-24 W4
 SE33-47-24 W4
 NW28-47-24 W4

EXISTING TOWN LIMITS
 PROPOSED TOWN LIMITS
 APPROVED AREA STRUCTURE PLAN
 REQUIRED AREA STRUCTURE PLAN APPROVAL

Rge. Rd. 243

Twp. Rd. 475A

45 AVE Twp. Rd. 475

NW33 47-24-4

SE33 47-24-4

RAILSIDE INDUSTRIAL PARK
 ASP BYLAW 2016/54

SW33 47-24-4

NW28 47-24-4

Rge. Rd. 244

MILLET INDUSTRIAL
 ASP BYLAW 2015/05

NE28 47-24-4

HIGHWAY 2A

TOWN OF MILLET