



**REGULAR COUNCIL MEETING AGENDA
TOWN OF MILLET
COUNCIL CHAMBERS
4528 51st Street
October 13, 2021
3:00 p.m.**

- 1.0 **CALL TO ORDER**
 - 2.0 **OPEN MICROPHONE** (Maximum 15 minutes)
 - 3.0 **PUBLIC HEARING**
 - 3.1 Bylaw 2021-10 Land Use Bylaw Amendment
 - 4.0 **ADDITIONS AND ADOPTION OF AGENDA**
 - 5.0 **ADOPTION OF MINUTES**
 - 5.1 September 22nd, 2021 – Regular Council Meeting Minutes
 - 6.0 **DELEGATIONS - NONE**
 - 7.0 **REPORTS**
 - 7.1 Monthly Bank Reconciliation – August 31, 2021
 - 7.2 Millet Fire Department – September 1 – September 30, 2021
 - 8.0 **BYLAWS**
 - 8.1 2021-10 – Land Use Bylaw Amendment (second and third readings)
 - 9.0 **AGREEMENTS**
 - 9.1 MiB Lease Agreement
 - 9.2 Millet and District Historical Society Funding Agreement
-

10.0 CORRESPONDENCE

- 10.1 Town of Millet – Library Board Minutes – July 13th, 2021
- 10.2 John Maude and Susan Quinn Charitable Donation – Donation Letter

11.0 NEW BUSINESS

- 11.1 Request for Decision – Banquet Hall Waiver – JEDI
- 11.2 Request for Decision – Franchise Fees
- 11.3 Request for Decision – Sponsorship – Millet Mental Health and Wellness

12.0 CLARIFICATION OF AGENDA

13.0 CLOSED SESSION - CONFIDENTIAL

Council will also be discussing privileged and other information regarding Land matters therefore the meeting should be closed pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26, Part 5, Division 9, and amendments thereto, and the applicable Sections noted from S.16 - S.29 of the Freedom of Information and Protection of Privacy Act, 2000, Chapter F-25, Division 2, Part 1, and amendments thereto.

- 13.1 Land – West Dried Meat Lake
- 13.2 Personnel – Agriplex
- 13.3 Land – Millet and District Historical Society

14.0 ADJOURNMENT

PUBLIC HEARING AGENDA
BYLAW 2021-10
October 13, 2021 @ 3:00 p.m. via Zoom

1. **Opening of Public Hearing** (Mayor to open public hearing)

2. **Purpose of Hearing** (to be read by Mayor)

To provide the public an opportunity to provide comments on Bylaw 2021-10 an amendment to the Land Use Bylaw 2018-11.

3. **Confirmation of Notice** (asked for by Mayor) (reply from Development Officer)

Notice of the Public Hearing was placed on the www.millet.ca website to allow ample time for residents to view the Bylaw.

4. **Development Officers Report** (asked for by the Mayor) (Reply from Development Officer)

The Municipal Accountability Program report identified a need for an amendment to Bylaw 2018-11 being the Land Use Bylaw which reads as follows:

“Bylaw 2018-13 must be amended or repealed and replaced to ensure that members of council are excluded from serving on the SDAB, or bylaw 2018-11 must be amended or replaced so that all of council is not the subdivision authority.”

It is recommended that the Land Use bylaw be amended to allow the Chief Administrative Officer to act as the subdivision authority. This would then allow Council to continue to have representation on the Intermunicipal Subdivision and Development Appeal Board.

Subdivision applications will continue to be reviewed by the Municipal Planning Commission (MPC) with a recommendation provided to the Chief Administrative Officer. A member of Council will be able to continue to be a member of the Intermunicipal Subdivision and Development Appeal Board.

5. **Written Submissions** (asked for by Mayor) (reply by Development Officer) (Legislative Assistant to read written submissions if any submitted by deadline.)

6. **Persons Wishing to be Heard** (Mayor to ask if there are any persons wishing to be heard) (Development Officer to reply)

(Mayor to ask if there are any other persons wishing to be heard) (Public opportunity to speak) (second time)

(Mayor to ask if there are any other persons wishing to be heard) (Public opportunity to speak) (third time)

Closure of Public Hearing

COUNCIL MEETING

OCT 13 2021

ITEM # 3.1



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

Meeting: Regular Council Meeting
Meeting Date: October 13, 2021
Originated By: Heather Hughes, Legislative Assistant
Agenda Item: 5.0 – Adoption of Minutes

BACKGROUND/PROPOSAL

Adoption of Minutes

5.1 Minutes of Regular Meeting – September 22nd, 2021

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Not applicable.

COSTS/SOURCE OF FUNDING

Not applicable.

RECOMMENDATION

1. That the minutes are hereby approved, as presented.



REGULAR MEETING OF COUNCIL
TOWN OF MILLET
VIA ZOOM
ACCESS CODE #899 5896 0400
September 22nd, 2021
3:00 p.m.

PRESENT:

MAYOR	Doug Peel
COUNCILLORS	Robin Brooks Carol Sadoroszney Pat Garrett Vickie Pyle
C.A.O.	Lisa Schoening
DIRECTOR OF FINANCE	Annette Gordan
DIRECTOR OF INFRASTRUCURE	Lisa Novotny
PRESS	Christina Max

1.0 CALL TO ORDER:

The meeting was called to order by Mayor Peel at 3:00 p.m.

2.0 OPEN MICROPHONE: NONE

3.0 PUBLIC HEARINGS:

3.1 Bylaw 2021-09 Land Use Bylaw Amendment

Mayor Peel opened the Public Hearing at 3:01 p.m.

Mayor Peel stated the purpose of the hearing is to provide the public an opportunity to provide comments on Bylaw 2021-09 an amendment to the Land Use Bylaw 2018-11.

The Director of Infrastructure provided Confirmation of Notice that the Public Hearing was placed on the www.millet.ca website to allow ample time for residents to view the proposed Bylaw.

The Development Officer provided her Report to Council.

Mayor Peel asked the Development Officer whether any written submissions had been received. The Development Officer replied that no written submissions had been received.

Mayor Peel asked a first time for any persons wishing to be heard on this matter.

COUNCIL MEETING

OCT 13 2021

ITEM # 5.1

Hearing none, Mayor Peel asked again for any persons wishing to be heard (second time).

Hearing none, Mayor Peel asked again for any persons wishing to be heard (third time).

Hearing none, Mayor Peel closed the Public Hearing at 3:03 p.m.

4.0 ADDITIONS, DELETIONS AND ADOPTIONS OF AGENDA:

Res #306/21 Agenda	Moved by Councillor Sadoroszney that the following items are hereby added and removed from the agenda and further that the agenda is hereby adopted, as amended; Remove 11.2 Rescind Policy #70 – Working Alone Policy Add 11.2 Policy Clean-Up
-------------------------------	---

CARRIED

5.0 ADOPTION OF MINUTES:

Res #307/21 Minutes Regular Meeting	Moved by Councillor Brooks that the September 7 th , 2021, Regular Meeting of Council Minutes are hereby approved, as presented.
--	---

CARRIED

6.0 DELEGATIONS: NONE

7.0 REPORTS: NONE

8.0 BYLAWS:

8.1 Bylaw 2021-09 – Land Use Bylaw Amendment

Res #308/21 Bylaw 2021-09	Moved by Councillor Sadoroszney that Bylaw 2021-09 is hereby given second reading.
--------------------------------------	--

CARRIED

Res #309/21 Bylaw 2021-09	Moved by Councillor Garrett that Bylaw 2021-09 is hereby given third and final reading.
--------------------------------------	---

CARRIED

8.2 Bylaw 2021-10 – Land Use Bylaw Amendment

Res #310/21 Bylaw 2021-10	Moved by Councillor Garrett that Bylaw 2021-10 – Land Use Bylaw Amendment is hereby given first reading.
--------------------------------------	--

CARRIED

Res #311/21 Public Hearing Bylaw 2021-10	Moved by Councillor Pyle that Council schedule a Public Hearing to be held at the Millet Civic Centre at 3:00 p.m. on October 13th, 2021, related to Bylaw 2021-10.
---	---

*CARRIED***9.0 AGREEMENTS: NONE****10.0 CORRESPONDENCE:***10.1 Millet in Bloom – Minutes of Meeting June 8th, 2021**10.2 Millet in Bloom – Minutes of Meeting July 13th, 2021*

Res #312/21 Correspondence	Moved by Councillor Sadoroszney that the Correspondence is hereby accepted as information.
---------------------------------------	--

*CARRIED***11.0 NEW BUSINESS:***11.1 Request for Decision – Millet in Bloom – Request for Space*

Res #313/21 Millet in Bloom	Moved by Councillor Pyle that Millet in Bloom be offered the opportunity to lease the space under the library in the Millet Civic Centre.
--	---

*CARRIED**11.2 Policy Clean-up*

Res #314/21 Policy Clean-up	Moved by Councillor Brooks that the following policies are hereby rescinded: 22 – Benefits Policy 39 – Disciplinary Policy 41 – Staff Training and Development Policy 42 – Employee Attitude and Conduct Policy 43 – Grievance Policy 47 – Employee Performance Policy 54 – Staff Wage Grid 58 – Recruitment and Selection Policy 59 – Absenteeism 60 – Compensation Policy 61 – Business Expense 69 – Cell Phone Policy 70 – Working Alone Policy 71 – Outside Dress Code
--	--

CARRIED

11.3 Millet Civic Centre Community Hall Furnaces

Res #315/21 MCC Community Hall Furnaces	Moved by Councillor Brooks that Council authorize administration to replace the furnaces in the community hall at a cost of \$35,000.00 to be taken from the General Reserve.
--	---

CARRIED

12.0 CLARIFICATION OF AGENDA:

Director of Finance and gallery left the ZOOM meeting at 3:23 p.m.

Res #316/21 Closed Session	Moved by Councillor Brooks that Council moves into Closed Session to discuss Items 13.1 and 13.2 pursuant to Sections 16 to 29 of the Freedom of Information and Protection of Privacy Act at 3:23 p.m.
---------------------------------------	---

CARRIED

13.0 CLOSED SESSION:

13.1 Land – West Dried Meat Lake

13.2 Land - Agriplex

Res #317/21 Reconvene	Moved by Councillor Pyle that the Regular Council Meeting reconvene from Closed Session at 3:40 p.m.
----------------------------------	--

CARRIED

Res #318/21 REP Program	Moved by Councillor Sadoroszney that Council implement the Restriction Exemption Program as laid out by the Government of Alberta for the Town of Millet in the following facilities; <ul style="list-style-type: none"> • Millet Community Hall • Millet Agriplex • Millet Fire Hall
------------------------------------	--

CARRIED

Res #319/21 Vaccination	Moved by Councillor Brooks that Council direct Administration to implement a policy requiring all Council, staff and contractors be vaccinated, no later than October 31, 2021.
------------------------------------	---

CARRIED

14.0 ADJOURNMENT:

The meeting was adjourned at 3:44 p.m.

THESE MINUTES ADOPTED BY COUNCIL THIS 13th DAY OF OCTOBER 2021.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



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

Meeting: Regular Council Meeting
Meeting Date: September 7th, 2021
Originated By: Heather Hughes, Legislative Assistant
Agenda Item: 7.0 - Reports

BACKGROUND/PROPOSAL

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

- 7.1 Monthly Bank Reconciliation – August 31, 2021
- 7.2 Millet Fire Department – September 1st – September 30th, 2021

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, August 2021

	General Account	General Term Deposit	Cemetery Term Deposit	Total
Net Balance at End of Previous Month	\$950,386.32	\$3,599,070.43	\$11,378.22	\$4,560,834.97
Receipts for the Month (Less Loans)	\$429,779.38	\$2,514.68	\$1,001.84	\$433,295.90
Terms Cashed in	\$0.00	\$0.00	\$0.00	\$0.00
Sub-Total	\$1,380,165.70	\$3,601,585.11	\$12,380.06	\$4,994,130.87
LESS:				
Terms Taken out	\$0.00	\$0.00	\$0.00	\$0.00
Disbursements for the Month	\$502,394.27		\$0.00	\$502,394.27
		\$0.00	\$0.00	\$0.00
Net Balance at End of Month	\$877,771.43	\$3,601,585.11	\$12,380.06	\$4,491,736.60
Balance at End of Month -- Treasury Branch	\$885,314.74	\$3,601,585.11	\$12,380.06	\$4,499,279.91
*Cash on Hand at End of Month		\$0.00	\$0.00	\$0.00
Sub-Total	\$885,314.74	\$3,601,585.11	\$12,380.06	\$4,499,279.91
LESS:				
Feb deposits recorded in March	-\$9,374.47	\$0.00	\$0.00	-\$9,374.47
Outstanding Cheques See List	\$16,917.78	\$0.00	\$0.00	\$16,917.78
BALANCE	\$877,771.43	\$3,601,585.11	\$12,380.06	\$4,491,736.60

OUTSTANDING CHEQUES

No.	Amount	No.	Amount	No.	Amount	No.	Amount
20677	\$70.00	23074	\$360.00	0	\$-00	0	\$-00
21268	\$129.40	23075	\$125.00	0	\$-00	0	\$-00
21430	\$235.76	23076	\$7,407.41	0	\$-00	0	\$-00
21610	\$13.00	23078	\$2,254.08	0	\$-00	0	\$-00
21961	34.37	23082	\$119.65	0	\$-00	0	\$-00
22013	\$196.42	23088	\$110.44	0	\$-00	0	\$-00
22557	\$63.00	23091	\$1,800.00	0	\$-00	0	\$-00
22720	\$504.00	23093	\$220.49	0	\$-00	0	\$-00
22844	\$41.96	23098	\$366.53	0	\$-00	0	\$-00
22894	\$532.00			0	\$-00	0	\$-00
22902	\$587.96			0	\$-00	0	\$-00
22940	\$189.71			0	\$-00	0	\$-00
22942	\$151.73			0	\$-00	0	\$-00
22944	\$80.00			0	\$-00	0	\$-00
22946	137.00			0	\$-00	0	\$-00
22969	\$100.00			0	\$-00	0	\$-00
23031	\$552.50			0	\$-00	0	\$-00
23036	\$21.05			0	\$-00	0	\$-00
23057	\$514.32			0	\$-00	0	\$-00
\$16,917.78							

This statement submitted to Council this _____ 13th day of Oct 2021

Remarks:

Mayor: _____

Chief Administrative Officer: _____

COUNCIL MEETING

OCT 13 2021

ITEM # 7.1



**Millet Fire Department
Call History Report by Date
9/1/2021 - 9/30/2021**

Date	Type	Incident #	Incident Type	Primary Action	# Of Attendees	Total Time
Fri 09/03/2021 16:14	County - Wetaskiwin (Extra Hours)	2100100	31 Unconscious/ Fainting (Near)		12	01:11
Mon 09/06/2021 16:09	County - Wetaskiwin (Extra Hours)	2100101	77 Motor Vehicle Collision	55 Establish safe area	10	01:30
Tue 09/07/2021 12:33	County - Leduc (Extra Hours)	2100102	29 Traffic/ Transportation Incidents	55 Establish safe area	6	01:33
Tue 09/07/2021 19:23	City - Millet	2100103	59 Fuel Spill	55 Establish safe area	8	00:40
Tue 09/14/2021 03:56	County - Leduc (Extra Hours)	2100104	71 Vehicle Fire	55 Establish safe area	14	01:30
Wed 09/15/2021 15:48	City - Millet	2100105	52 Alarms		0	00:05
Fri 09/17/2021 12:12	County - Leduc	2100106	06 Breathing Problems	55 Establish safe area	7	00:33
Sat 09/18/2021 02:45	City - Millet	2100107	69 Structure Fire	55 Establish safe area	14	02:24
Fri 09/24/2021 14:09	County - Wetaskiwin (Extra Hours)	2100108	77 Motor Vehicle Collision	55 Establish safe area	8	01:05
Thu 09/30/2021 21:06	County - Wetaskiwin	2100109	77 Motor Vehicle Collision		10	00:54

False:
 numerous calls when alarms at Agriplex being serviced.
 son.

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:	1
Total calls for County - Wetaskiwin (Extra Hours):	3
Total calls:	10
Total Time:	11:25
Avg. Call Attendance: 8.9	

**COUNCIL MEETING
 OCT 13 2021
 ITEM # 7.2**



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting

Meeting Date: October 13, 2021

Originated By: Lisa Novotny, Director of Development and Infrastructure

Agenda Item: 8.1 Bylaw 2021-10 Subdivision Authority Amendment

BACKGROUND/PROPOSAL

The Municipal Accountability Program report identified a need for an amendment to Bylaw 2018-11 being the Land Use Bylaw which reads as follows:

“Bylaw 2018-13 must be amended or repealed and replaced to ensure that members of council are excluded from serving on the SDAB, or bylaw 2018-11 must be amended or replaced so that all of council is not the subdivision authority.”

It is recommended that the Land Use bylaw be amended to allow the Chief Administrative Officer to act as the subdivision authority. This would then allow Council to continue to have representation on the Intermunicipal Subdivision and Development Appeal Board.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Subdivision applications will continue to be reviewed by the Municipal Planning Commission (MPC) with a recommendation provided to the Chief Administrative Officer.

A member of Council will be able to continue to be a member of the Intermunicipal Subdivision and Development Appeal Board.

COSTS/SOURCE OF FUNDING

N/A

RECOMMENDED ACTION:

That Council give second reading to Bylaw 2021-10.

That Council give third and final reading to Bylaw 2021-10.

BYLAW NO. 2021-10
A BYLAW OF THE TOWN OF MILLET
IN THE PROVINCE OF ALBERTA
TO AMEND BYLAW 2018-13 BEING THE LAND USE BYLAW

WHEREAS Section 639 of the Municipal Government Act, Chapter M-26, RSA and amendments thereto requires municipalities to pass a land use bylaw;

WHEREAS the Municipal Government Act, RSA 2000, Chapter M-26, and amendments thereto allows a municipality to enter into an agreement with one or more municipalities to establish an Intermunicipal Subdivision and Development Appeal Board;

AND WHEREAS, Council for the Town of Millet approved bylaw 2018-13 to establish a regional Intermunicipal Subdivision and Development Appeal Board for services to be provided by Parkland Community Planning Services;

AND WHEREAS, the Municipal Accountability Program Report has recommended that members of Council cannot be both the subdivision authority and a member of the Intermunicipal Subdivision and Development Appeal Board;

NOW, THEREFORE, Council of the Town of Millet, duly assembled, enacts as follows:

1. That Bylaw 2018-11 being the Town of Millet Land Use Bylaw be amended as follows:

1.1. That Section 3.1.5 be amended to read "The Subdivision Authority is hereby established, and such office shall be filled by the Chief Administrative Officer or such other person or persons as may be appointed in writing. All subdivision requests shall be referred to the Municipal Planning Commission for comment, with recommendations forwarded to the Chief Administrative Officer.

2. That Bylaw 2021-10 come in force upon signing.

Read a first time this 22nd day of September, A.D., 2022.

Read a second time this _____ day of October, A.D., 2022.

Read a third and final time this _____ day of October, A.D., 2022.

TOWN OF MILLET

MAYOR

CHIEF ADMINISTRATIVE OFFICER

COUNCIL MEETING

OCT 13 2021

ITEM # 8.1

LEASE AGREEMENT

BETWEEN:

THE TOWN OF MILLET
Millet, Alberta TOC 1Z0
(hereinafter referred to as "the Town")

- and -

MILLET IN BLOOM
Millet, Alberta TOC 1Z0
(hereinafter referred to as "the Committee")

WHEREAS the parties have deemed it necessary to provide a space for the Millet in Bloom Committee.

NOW THEREFORE, this lease hereby witnesses that which is mutually declared and agreed between the parties as follows:

1. Terms of Agreement

- a) The Town agrees to lease to the Association, a room, located in the north-west corner of the basement of the Millet Civic Centre, 4528-51 Street, Town of Millet.

2. Use of Lease Space

- a) The Committee will use the leased space for those normal, regular activities undertaken by them only to the extent that the activities are not a disruption to any other activities being held in any other part of the building.
- b) The Committee agrees to pay the cost of any damage which occurs as a result of their activities.
- c) It is further understood that the following activities are not permitted in the leased space:
- i) the use of flammable chemicals
 - ii) any activity that results in excessive levels of noise.
- d) Any renovations and/or additions, alterations, deletions to any part of the leased space must first obtain written approval from the Town.
- e) The Committee agrees to not subleasing the space.

COUNCIL MEETING

OCT 13 2021

ITEM # 9.1

- f) The Committee shall share the washroom facility with anyone renting the room to the east and the washrooms will be the responsibility of the Committee.

3. Insurance

- a) The Town shall insure the building from All Risks of direct physical loss, destruction or damage to the extent required to ensure replacement of the building and hereby consents to waiving their rights of subrogation against the Association should a claim thereunder for loss, destruction or damage be occasioned by any actions or neglect on the part of the Association.
- b) The Association shall, at their discretion, insure their owned property contained within the Lease Space or elsewhere on the premises and hereby consents to waiving their rights of subrogation against the Town should a claim for any loss, destruction or damage thereunder be occasioned to such property by any actions or neglect on the part of the Town.
- c) The Committee shall save, defend, hold harmless and indemnify the Town against any and all suits, claims, actions or damages which may be made against the Town by members of the Association or others utilizing the Lease Space and/or its equipment.

4. General

- a) The Town covenants and agrees that the Committee shall have the right to terminate the lease by giving thirty (30) days notice, in writing, to the Town of their intent to vacate the premises.
- b) The Committee covenants and agrees that the Town shall have the right to terminate the lease by giving thirty (30) days notice, in writing, to the Committee of their intent to take over the space.
- c) The Committee agrees to maintain the premises in good and tenable repair. The Committee agrees to maintain the general tidiness of the leased space.
- d) This lease shall have a term of October 13, 2021 to October 31, 2024, A.D.

This Agreement dated this ____ day of _____, 20__

TOWN OF MILLET

MILLET IN BLOOM

**TOWN OF MILLET MUSEUM OPERATION
CONTRACT MADE THIS ____ DAY OF _____, 20__.**

BETWEEN:

THE TOWN OF MILLET, a
MUNICIPAL CORPORATION
(hereinafter referred to as the Town)

and

MILLET AND DISTRICT HISTORICAL SOCIETY
(hereinafter referred to as the Society)

WHEREAS, the Town considers it desirable to contract the provision of the operation of the Museum for the benefit of the public and the Society has agreed to provide the required services on behalf of the Town; and

WHEREAS the Town considers it desirable to contract the provision of visitor information services for the benefit of the traveling public and the Society has agreed to provide the required services on behalf of the Town;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT:

1. The Town Agrees:

1.1 To pay the Society Thirty-five thousand (\$35,000.00) dollars in 2022, for the staffing and operating costs of the Millet and District Museum.

1.2 To pay the Society Nineteen thousand (\$19,000) for 2022, for the staffing and operating costs of the Visitor Information Centre.

1.3 To pay the Society (\$10,000) for the archivist for 2022, pending approval of annual grant.

- *For 2023-2027, the Town will notify the Society, no later than August 31st of each year what funding will be provided to the Society.*

2. The Society Agrees:

2.1 To operate the Museum and VIC out of the Millet and District Museum, Archives and Visitor Information Centre, located at the south side of the said building for the term of this agreement.

COUNCIL MEETING

OCT 13 2021

ITEM # 9.2

- 2.2 To effectively staff the Museum, ensuring that services are available for the term of this agreement and as per the regular operating hours as determined by the Society for the Millet and District Museum, Archives and Visitor Information Centre.
- 2.3 To procure, at its sole expense, a supply of maps, brochures, accommodation and travel guides from various levels of government, agencies and businesses for display at the VIC in order to effectively provide tourist information services to the travelling public.
- 2.4 To train, at its sole expense, the Museum staff through seminars or workshops to ensure they can effectively perform their duties as stewards of Millet's history.
- 2.5 The Society shall report the Visitor stats to the Town monthly, from May 1st to August 31st annually and provide them with an annual budget report.
- 2.6 To provide the Town with a financial statement of the Society's operations for the previous year by September 30th of each year.

3. It is Mutually Agreed:

- 3.1 The term of this contract shall be continuous from June 1, 2021 to June 30, 2027.
- 3.2 The Town will provide written notice of any breach of contract with the details, and if the Society fails to rectify the problem within 30 days, the contract may be terminated.
- 3.3 This contract cannot be reassigned.
- 3.4 The annual monetary amount set out in Clause 1.1 above payable by the Town to the Society is predicated upon the grant monies that the Society is receiving, or can expect to receive, under grant programs that are known to exist as at the commencement date of this Agreement. The Society undertakes that it will:
 - a) continue to make application each year under applicable existing grant programs as matching funding is available. and
 - b) make application under any applicable new grant programs that may evolve, as matching funding is available, including those required by municipal, provincial or federal authorities to implement specific measures directed toward staff health, public safety or capacity issues consequent upon the COVID-19 pandemic or any other similar health

emergency, in an effort to secure maximum grant funding monies available. Further, the Society agrees to report any and all grant funding monies that it may receive during the currency of this Agreement to the Town in order that both parties can determine and agree upon whether the Society has received in total any additional monies that are surplus to meet the needs of the Society and building costs as intended by the annual monetary amount level set out in Clause 1.1 of this Agreement. If such surplus monies are found to exist, these will be returned by the Society to the Town no later than at the expiration of the current term of this Agreement.

IN WITNESS WHEREOF the Parties hereto have hereunto affixed their signatures by the hands of their proper officers.

TOWN OF MILLET

Signed, sealed and delivered by
the Town of Millet in the
presence of:

MAYOR

CAO

MILLET AND DISTRICT
HISTORICAL SOCIETY

Signed, sealed and delivered by
the Millet and District Historical Society
in the presence of:

PRESIDENT

TREASURER



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

Meeting: Regular Council Meeting
Meeting Date: October 13, 2021
Originated By: Heather Hughes, Legislative Assistant
Agenda Item: 10.0 - Correspondence

BACKGROUND/PROPOSAL

The following correspondence has been received for Council's review.

- 10.1 Town of Millet – Library Board Minutes – July 13th, 2021
- 10.2 John Maude and Susan Quinn Charitable Donation – Donation Letter

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Not applicable.

COSTS/SOURCE OF FUNDING

Not applicable.

RECOMMENDATION

1. That the Correspondence is hereby accepted as information.

Town of Millet Library Board Minutes

July 13th, 2021

Connect...with each other

Learn....continuously

Discover...the possibilities

Present were: Charlene Van de Kraats, Chris Richards, Doug Peel, Susan Williamson, Tony Wadsworth, Kourtland Fox, Jillian Meyers

1. The Meeting called to order at 6:29pm
2. Adoption of Agenda moved by D. Peel, carried
3. Adoption of May 25th minutes moved by C. Richards, carried
4. Manager Report: accepted as presented
 - a. Monthly Financial Comparison
 - b. STATS
 - c. Awarded \$20,000 from the County of Wetaskiwin for our Zone 5 Recreation Grant
 - d. Received approval for Alberta Public Library Operating Grant application
 - e. Received County of Wetaskiwin operating grant for \$14,893.09

Res# 15/2021 Approval to change the library operating hours to Tuesday, Wednesday, Thursday, 10:00am-7:00pm, Friday 10:00am-5:00pm and Saturday 10:00am-3:00pm moved by K. Fox, carried

Res# 16/2021 The Town of Millet Library Board approves the increase of the Town of Millet Library's ATB Mastercard limit, in the name of the library manager Jill Simms, to \$7,500.00 moved by K. Fox, carried

- f. \$1000.00 GIC securing the ATB Mastercard maturity date is June 27, 2022
 - g. Open House September 17th organized by Friends
 - h. Donor Wall-in progress
 - i. Signage-working with the Town to make sure that it is cohesive
 - j. Jill vacation August 6-15
 - k. Reviews in September
 - l. Tour of Library after meeting for those interested.
5. Friends Report:
- a. Bottle Drive total-\$1,799.15
 - b. Arber Greenhouse Total-\$720.00
 - c. Lions 50/50-sharing proceeds -Draw July 26
 - d. Motion to pay for Movie License 2021 \$331.71
 - e. Motion to gift in kind \$2000 in STEAM kits/supplies 2020-2021
 - f. Motion to commit up to \$2,100 to the donor wall with the intent that the library covers the remaining costs to complete the project.
 - g. Silent Auction-November 16-26
 - h. Planning Open House September 17th
 - i. Doug Peel's band concert Spring
6. Mayor Report-Town office has moved into the old Millet School. Submissions need to be submitted in September to run in the October elections.
7. Meeting Dates for September 21, November 16th (Budget meeting)

Next meeting

Meeting Adjourned 7:33



COUNCIL MEETING

OCT 13 2021

ITEM # 10.1

**John Maude and Susan Quinn
Charitable Foundation**

5116-50 Avenue
Wetaskiwin, AB
T9A 0S6

Town of Millet
5120-50 St.
Millet, AB
T0C-1Z0

October 7, 2021

To Whom It May Concern,

The enclosed cheque in the amount of \$37,000 represents our commitment to the Town of Millet for demonstrating leadership in moving toward a clean and sustainable future.

We feel a responsibility to encourage and support projects that add solar panels and EV charging stations to communities. These installations are a significant addition to the upgrades of the building that was once Millet School.

We recognize that the restoration and repurposing of Millet school is important from both historical and ecological perspectives. Having spent the greater part of my teaching career in Millet School, makes this project even more meaningful.

Kudos to the Town Staff and council for making this project happen. It is our privilege to contribute to the creation of clean and sustainable energy.

Sincerely,



Susan Quinn
Director John Maude & Susan Quinn Charitable Foundation

COUNCIL MEETING

OCT 13 2021

ITEM # 10.2



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

Meeting: Regular Council Meeting
Meeting Date: October 13, 2021
Originated By: Heather Hughes, Legislative Assistant
Agenda Item: 11.1 Banquet Hall Waiver - JEDI

BACKGROUND/PROPOSAL

Received an email from JEDI on September 28th, requesting use of the Banquet Hall for their Strategic Planning Session on November 2, 2021. In previous years, this rental was waived 'in-kind'.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

COSTS/SOURCE OF FUNDING

Waiver of banquet hall for Nov. 2, 2021 – 11:00 a.m. – 6:00 p.m.
\$28.00/hour = \$196.00 + GST = \$205.80

RECOMMENDATION

That Council waive the Banquet Hall for JEDI on November 2, 2021.



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: October 13, 2021
Originated By: Director of Finance
Agenda Item: 11.2 Franchise Fees

BACKGROUND/PROPOSAL

We need to renew our franchise fee with FortisAlberta. Council has the option to leave or change our current rate of 16%.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Benefits:

- 1.) Cash Flow – We receive the funds even when residents do not pay their bills
- 2.) Revenue received from property that is exempt. (i.e. the school doesn't pay property tax, but does pay electrical bill.) As a result a higher Franchise fee, lowers the burden on property owners.

Disadvantages:

- 1.) Slight increase costs to our residential power bills.

Potential Impact on Residents and the municipal Budget

	0%	1%	2%
Household cost monthly	10.86	12.10	12.82
Household cost annually	130.26	145.23	153.78

Increase in Municipal income	5,374	11,099	30,903
------------------------------	-------	--------	--------

Below are some comparative surrounding communities rates. For more communities, see attached page.

Camrose: 14%

Leduc: 16%

Wetaskiwin: 13.8%

RECOMMENDATIONS:

Council to discuss and decide based on information above.

MUNICIPAL FRANCHISE FEE RIDERS

Availability Effective for all consumption, estimated or actual, on and after the first of the month following Commission approval, the following franchise fee riders apply to each rate class.

Price Adjustment A percentage surcharge per the table below will be added to the total distribution tariff, (the sum of the transmission component and the distribution component), excluding any Riders calculated for every Point of Service within each municipality and will be billed to the applicable retailer.

FortisAlberta will pay to each municipality each month, in accordance with the franchise agreements between FortisAlberta and the municipalities, the franchise fee revenue collected from the retailers.

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
03-0002	Acme	3%	2013/07/01	02-0040	Bowden	15%	2017/01/01
01-0003	Airdrie	20%	2021/04/01	03-0041	Boyle	20%	2021/01/01
03-0005	Alix	8.50%	2019/01/01	03-0042	Breton	20%	2015/01/01
03-0004	Alberta Beach	8%	2021/01/01	01-0043	Brooks	14%	2021/01/01
03-0007	Amisk	0%	2014/01/01	02-0044	Bruderheim	0%	2013/07/01
02-0011	Athabasca	12%	2021/01/01	02-0047	Calmar	20%	2013/07/01
04-0009	Argentia Beach	0%	2017/01/01	01-0048	Camrose	14%	2021/04/01
03-0010	Arrowwood	12%	2015/07/01	02-0050	Canmore	12%	2021/01/01
02-0387	Banff	6%	2020/01/01	03-0054	Carmangay	15%	2021/01/01
07-0164	Banff Park	4%	2019/10/01	03-0055	Caroline	12%	2021/01/01
03-0363	Barnwell	5%	2013/07/01	02-0056	Carstairs	10%	2015/01/01
03-0013	Barons	5%	2015/04/01	03-0061	Champion	15%	2015/04/01
02-0014	Barrhead	12%	2016/04/01	03-0062	Chauvin	11%	2016/01/01
02-0016	Bashaw	2%	2021/01/01	01-0356	Chestermere	11.50%	2014/01/01
02-0017	Bassano	14.40%	2019/01/01	03-0064	Chipman	0%	2016/01/01
03-0018	Bawlf	6%	2016/01/01	02-0065	Claresholm	4%	2017/01/01
01-0019	Beaumont	17.25%	2020/01/01	03-0066	Clive	10%	2020/01/01
03-0022	Beiseker	3.50%	2019/01/01	03-0068	Clyde	15%	2017/01/01
02-0024	Bentley	10%	2019/01/01	02-0069	Coaldale	11%	2015/01/01
04-0026	Betula Beach	0%	2017/01/01	02-0360	Coalhurst	4%	2021/01/01
03-0029	Bittern Lake	7%	2016/01/01	02-0070	Cochrane	17%	2020/01/01
02-0030	Black Diamond	10%	2017/01/01	03-0076	Coutts	3%	2017/01/01
02-0031	Blackfalds	20%	2013/10/01	03-0077	Cowley	5%	2016/01/01
02-0034	Bon Accord	20%	2013/07/01	03-0078	Cremona	10%	2016/01/01
02-0039	Bow Island	8.50%	2018/01/01	02-0079	Crossfield	0%	2015/01/01

FortisAlberta's Customer and Retailer Terms and Conditions of Distribution Tariff Services provide for other charges, including an arrears charge of 1.5% per month.

COUNCIL MEETING
OCT 13 2021
ITEM # 11.2

MUNICIPAL FRANCHISE FEE RIDERS

Effective: the first of the month following Commission approval for consumption from the first of the month following Commission approval

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
09-0361	Crowsnest Pass	16%	2016/01/01	01-0194	Lacombe	17.00%	2021/01/01
04-0080	Crystal Springs	0%	2016/01/01	04-0196	Lakeview	2%	2016/01/01
03-0081	Czar	5%	2013/10/01	02-0197	Lamont	7.50%	2020/01/01
02-0082	Daysland	7%	2018/01/01	04-0378	Larkspur	3%	2020/04/01
02-0086	Devon	13%	2018/01/01	01-0200	Leduc	16%	2014/01/01
02-0088	Didsbury	17%	2016/01/01	02-0202	Legal	15%	2021/01/01
02-0091	Drayton Valley	10%	2016/01/01	03-0207	Lomond	15%	2017/01/01
03-0093	Duchess	15%	2018/01/01	03-0208	Longview	17%	2017/01/01
02-0095	Eckville	10%	2015/01/01	03-0209	Lougheed	5%	2016/01/01
03-0096	Edberg	13%	2021/01/01	02-0211	Magrath	10%	2021/01/01
03-0097	Edgerton	16%	2015/01/01	04-0210	Ma-Me-O Beach	0%	2016/01/01
02-0100	Edson	4.75%	2020/01/01	02-0215	Mayerthorpe	10%	2020/01/01
03-0109	Ferintosh	11%	2016/01/01	04-0359	Mewatha Beach	2%	2016/10/01
03-0112	Foremost	7%	2016/01/01	02-0218	Milk River	12%	2017/01/01
02-0115	Fort Macleod	15%	2018/10/01	02-0219	Millet	16%	2019/01/01
01-0117	Fort Saskatchewan	0%	2013/10/01	03-0220	Milo	20%	2017/01/01
02-0124	Gibbons	10%	2013/01/01	02-0224	Morinville	20%	2013/07/01
03-0128	Glenwood	0%	2016/02/11	04-0230	Nakamun Park	0%	2013/10/01
04-0129	Golden Days	0%	2017/01/01	02-0232	Nanton	9%	2019/01/01
02-0135	Granum	5.50%	2013/07/01	02-0236	Nobleford	0%	2013/10/01
04-0134	Grandview	0%	2016/01/01	03-0233	New Norway	6%	2009/01/01
04-0138	Gull Lake	0%	2016/01/01	04-0237	Norglenwold	5%	2015/01/01
04-0358	Half Moon Bay	0%	2021/01/01	04-0385	Norris Beach	0%	2016/01/01
02-0143	Hardisty	9.50%	2021/01/01	02-0238	Okotoks	20%	2021/01/01
03-0144	Hay Lakes	9%	2021/01/01	02-0239	Olds	15%	2019/01/01
02-0148	High River	20%	2015/07/01	02-0240	Onoway	9.50%	2021/01/01
03-0149	Hill Spring	5%	2015/09/01	04-0374	Parkland Beach	0%	2015/01/01
02-0151	Hinton	12.70%	2019/01/01	02-0248	Penhold	19%	2014/01/01
03-0152	Holden	4%	2016/01/01	02-0249	Picture Butte	10%	2016/01/01
03-0153	Hughenden	5%	2016/01/01	02-0250	Pincher Creek	13%	2017/01/01
03-0154	Hussar	12.50%	2017/01/01	04-0253	Point Alison	0%	2017/01/23
02-0180	Innisfail	15%	2021/04/01	04-0256	Poplar Bay	0%	2016/01/01
03-0182	Irma	20%	2015/01/01	02-0257	Provost	20%	2015/01/01
02-0183	Irricana	0%	2013/10/01	02-0261	Raymond	12%	2016/01/01
04-0185	Island Lake	0%	2016/01/01	02-0265	Redwater	5%	2020/01/01
04-0186	Itaska Beach	0%	2017/10/01	02-0266	Rimbey	16%	2019/01/01
04-0379	Jarvis Bay	0%	2015/10/08	02-0268	Rocky Mtn House	12%	2017/01/01
04-0187	Kapasiwin	0%	2018/04/01	03-0270	Rockyford	5%	2015/04/01
02-0188	Killam	9%	2021/01/01	03-0272	Rosemary	14.50%	2020/01/01

FortisAlberta's Customer and Retailer Terms and Conditions of Electric Distribution Service provide for other charges, including an arrears charge of 1.5% per month.

MUNICIPAL FRANCHISE FEE RIDERS

Effective: the first of the month following Commission approval for consumption from the first of the month following Commission approval

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
04-0273	Ross Haven	0%	2016/01/01	02-0350	Whitecourt	3.32%	2021/01/01
03-0276	Ryley	3%	2016/01/01	04-0354	Yellowstone	3%	2016/01/01
04-0279	Seba Beach	4%	2014/01/01				
02-0280	Sedgewick	9%	2020/01/01				
04-0283	Silver Sands	3%	2018/01/01				
04-0369	South Baptiste	0%	2005/05/01				
04-0288	South View	3%	2019/01/01				
01-0291	Spruce Grove	20%	2016/01/01				
01-0292	St. Albert	10%	2021/01/01				
03-0295	Standard	0%	2015/01/01				
02-0297	Stavely	6%	2021/01/01				
03-0300	Stirling	12%	2019/01/01				
02-0301	Stony Plain	20%	2015/01/01				
09-0302	Strathcona County	0%	TBD				
02-0303	Strathmore	20%	2020/07/01				
03-0304	Strome	8%	2016/01/01				
02-0307	Sundre	10%	2020/01/01				
04-0386	Sunrise Beach	0%	2018/01/01				
04-0308	Sunset Point	10%	2017/01/01				
02-0310	Sylvan Lake	15%	2019/01/01				
02-0311	Taber	18%	2020/07/01				
02-0315	Thorsby	20%	2015/01/01				
02-0318	Tofield	5%	2015/01/01				
02-0321	Turner Valley	10%	2017/01/01				
04-0324	Val Quentin	0%	2016/01/01				
02-0326	Vauxhall	6%	2020/01/01				
02-0331	Viking	8%	2013/07/01				
02-0333	Vulcan	20%	2013/10/01				
03-0364	Wabamun	10%	2017/01/01				
02-0335	Wainwright	11%	2020/04/01				
07-0159	Waterton Park	8%	2018/10/01				
03-0338	Warburg	10%	2015/01/01				
03-0339	Warner	5%	2021/01/01				
04-0344	West Cove	0%	2018/01/01				
02-0345	Westlock	12.75%	2020/01/01				
01-0347	Wetaskiwin	13.80%	2020/01/01				
04-0371	Whispering Hills	5%	2016/10/01				

FortisAlberta's Customer and Retailer Terms and Conditions of Electric Distribution Service provide for other charges, including an arrears charge of 1.5% per month.



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

Meeting: Regular Council Meeting
Meeting Date: October 13, 2021
Originated By: Heather Hughes, Legislative Assistant
Agenda Item: 11.3 Millet Mental Health and Wellness - Sponsorship

BACKGROUND/PROPOSAL

The following email was received from Millet Mental Health and Wellness on October 7th, 2021.

Please find attached a letter of request for FCSS sponsorship that we wish to have discussed at the next council meeting.

Sincerely,

*Ashley Volkerink
Assistant Project Coordinator
Millet Mental Health and Wellness*

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

COSTS/SOURCE OF FUNDING

Request is for \$55.99 USD/one-day pass – which equates to approximately \$70.00 CAD

Request is for \$136.00 USD/full weekend pass – which equates to approximately \$171.00 CAD

RECOMMENDED ACTION:

Does Council wish to Sponsor the Millet Mental Health and Wellness for this project?



Millet Mental Health and Wellness

Millet Mental Health and Wellness

October 6, 2021

Town of Millet Council
Box 270
4528-51 Street
Millet, Alberta T0C 1Z0

Dear Town of Millet Council:

The Millet Mental Health and Wellness project would like to bring to the attention of the Town Council the Children's Mental Health Conference that is occurring November 19-21, 2021. This conference is hosted through The Institute of Child Psychology, who is globally recognized for their work in the mental health field. It is an online conference featuring three keynote speakers geared toward parents, educators, caregivers, and mental health professionals. Increasing access to mental health programs within our community is imperative and as such, we are requesting that FCSS provide the opportunity for residents of Millet to access grant funding with sponsorship for this conference.

Prior to October 15, 2021, costs of registration include a full weekend pass at \$136.99 USD, or a one-day pass for either Friday, Saturday, or Sunday at \$55.99 USD. This program aligns with our vision to provide long-term, as well as short-term, groups and programs to promote and improve community mental health utilizing an inclusive approach to engage community members in all walks of life. The Millet Mental Health and Wellness project is therefore requesting sponsorship for three full weekend spots.

We thank you for your time and consideration with regards to this request. A link to the conference is included below:

<https://instituteofchildpsychology.com/>

Sincerely,

Ashley Volkerink
Assistant Project Coordinator
Millet Mental Health and Wellness
avolkerink@telus.net

COUNCIL MEETING

OCT 13 2021

ITEM # 11.3