



May 18, 2023

Dear Property Owner:

**RE: PROPOSED LAND SALE AND DEVELOPMENT – FORMER COMMUNITY HALL SITE  
BYLAW 2023-06 LANE CLOSURE**

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In 2020 after a facility review of the community hall the building was deemed to be unsafe for use, economically prohibitive to repair, and decommissioned. Once the Millet Civic Centre (old school) was completed, the former gym space was converted to the new community hall. With the former community hall property no longer required and surplus, Town Council was willing to entertain offers on that property. Council then received an offer to purchase the former community hall properties from Homes by Asra and accepted the offer, however, there are conditions that must be met by both parties prior to the transfer of land. There are two significant conditions that the Town is responsible for; the closure of a portion the lane between the north and south portions of the former community hall site and rezoning to accommodate seniors housing. An image showing some of the proposed changes is attached as Schedule A. The process to meet each condition is as follows:

**Condition #1 - Lane Closure**

1. The Town was required to receive consent from Alberta Transportation and Economic Corridors to initiate the process of the lane closure. This was completed May 9, 2023.
2. Council to consider 1<sup>st</sup> reading of the lane closure bylaw and schedule a public hearing regarding the proposed lane closure. Bylaw 2023-06 was presented and given first reading by Council at the May 17<sup>th</sup> meeting. Council scheduled the public hearing for June 14<sup>th</sup> at 4:00 pm. A formal notice of the public hearing is included in this package of information.
3. Council will hold the public hearing June 14<sup>th</sup>, 2023 and the results of the public hearing will be sent to Alberta Transportation and Economic Corridors (ATEC) for review. ATEC will submit the findings and a recommendation to the Minister of Transportation for approval or denial.
4. If approved by the Minister of Transportation the bylaw will then be brought back to Council for 2<sup>nd</sup> and 3<sup>rd</sup> reading.
5. If Bylaw 2023-06 successfully receives all three readings it will then be submitted Alberta Land Titles for registration.
6. A Joint Access agreement will need to be entered into to continue to provide access to the remainder of the lane to property owners. The proposed joint access area is shown on Schedule A in blue.
7. Provided all the other conditions of the sale are met the title of the property will be transferred to the purchaser.
8. If the lane closure is approved the lane will not be physically closed until the start of development.

## Condition #2 - Re-Zoning

Currently there are some portions of the former community hall lands zoned R1 – Single Detached Dwelling District and US – Urban Service. The existing land uses are identified in white on Schedule A. If the lane closure bylaw is approved, a bylaw to re-zone the lands will be presented at a future meeting.

The proposed zoning has not yet been finalized as there is no completed development plan however I can share that the purchaser is proposing a seniors complex on the site. The process for the re-zoning bylaw is:

1. A bylaw to reclassify the lands will be presented to Council for first reading, and if approved a public hearing will be scheduled.
2. Notices of the public hearing will be sent to all adjacent property owners with the opportunity to provide feedback on the proposal to Council at the public hearing.
3. Council will then consider 2<sup>nd</sup> reading and if approved, third reading of the bylaw.

If both the lane closure and re-zoning bylaws are approved by Council, the purchaser will then be responsible for following development requirements:

1. An application must be made for a demolition permit for the former community hall.
2. A development permit will need to be considered for the proposed development that will include a condition requiring the property owner to enter into a development agreement to repair any municipal infrastructure that may need to be updated or repaired as part of the redevelopment and installation of the joint access area.

### What if the property isn't developed?

There is a unique clause added to the purchase agreement that if for some reason the purchaser does not start construction within 24 months of closing the sale, the Town will have the option to re-purchase the lands at 50% of the purchase price subject to adjustments. The purpose of this clause is to encourage development and not allow for land to be held undeveloped for speculation.

If you have any questions about the proposed process, please let me know I would be happy to discuss the matter further. I can be contacted by phone at 780-387-4554 or via email at [infrastructure@millet.ca](mailto:infrastructure@millet.ca)

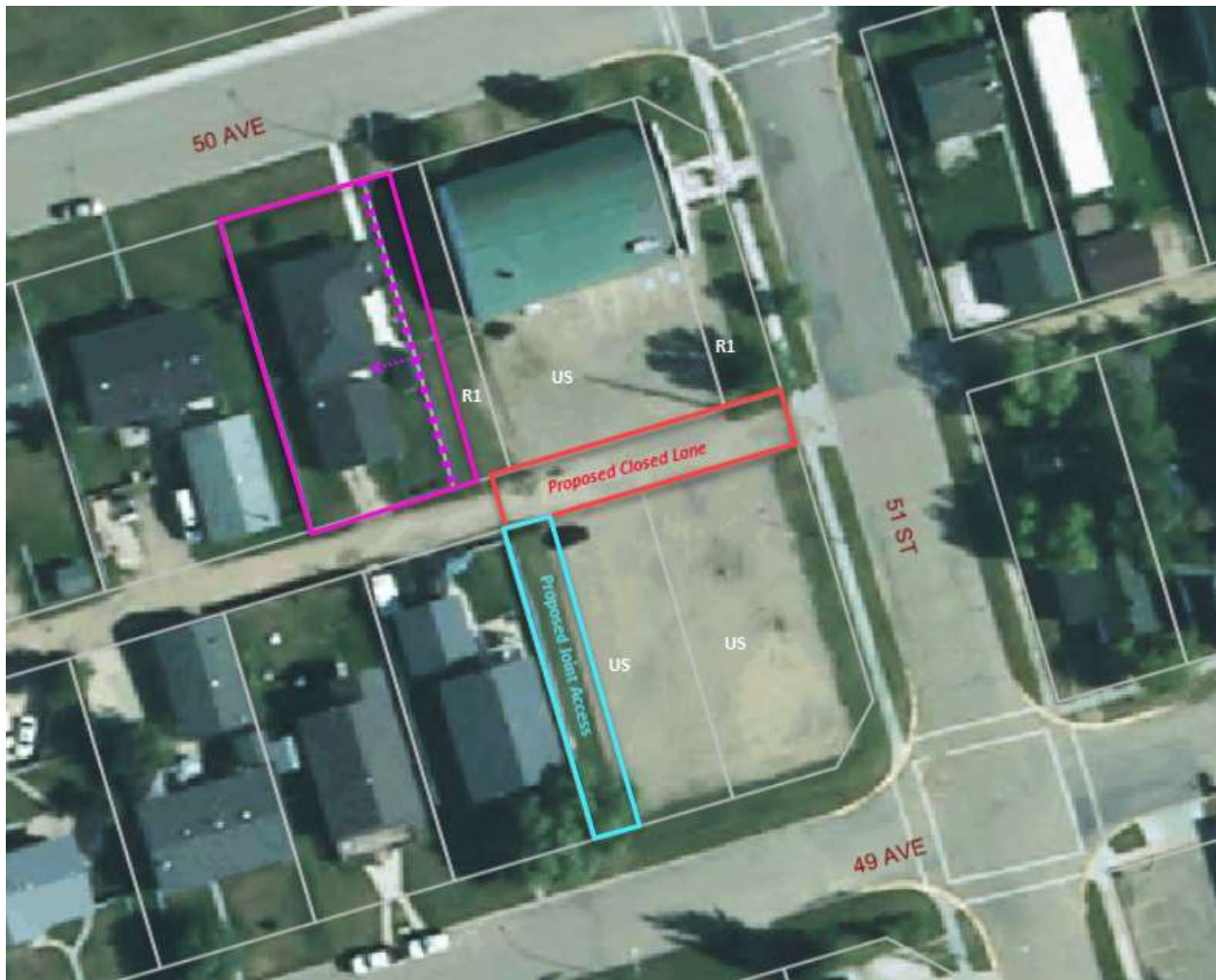
Take care,



Lisa Novotny  
Director of Development and Infrastructure

cc. Mayor and Council  
Lisa Schoening, CAO

**SCHEDULE A  
PROPOSED AMENDMENTS TO FORMER COMMUNITY HALL SITE**



Pink –13' of Lot 8 consolidated with adjacent residential property.

Red – Proposed closed lane area

Blue – Proposed joint access area

White – Existing Land Use



**TOWN OF MILLET  
NOTICE OF PUBLIC HEARING**

The Town of Millet has given first reading to Bylaw 2023-06 being a bylaw to close a portion of the lane south of the former community hall (5107 – 50 Avenue) and if approved the proposed section of closed lane would be legally described as:

*Plan 7620388*

*Block 13*

*All that portion of Lane which lies to the northeast of the production northwesterly of the southwesterly limit of Lot 19, Block 13, Plan 8922757 and which lies southwest of a straight line drawn from the northeast corner of Lot 20, Block 13, Plan 8922757 to the southeast corner of Lot 10 Block 13 Plan 7620388*

*Excepting Thereout All Mines and Minerals*

*\*\*This legal description is subject to change or amendment by Alberta Land Titles upon final registration*



Prior to giving the bylaw second reading, Council has scheduled a Public Hearing for June 14, 2023 @ 4:00 pm to be in Council Chambers in the Millet Civic Centre 4528 – 51 Street. A full copy of Bylaw 2023-06 is available on [www.millet.ca](http://www.millet.ca). Presentations related to Bylaw 2023-06 can be submitted in writing, no later than June 7, 2023 in person at the Town Office being 4528 - 51 Street, by email to [infrastructure@millet.ca](mailto:infrastructure@millet.ca) or by mail to:

Town of Millet

Box 270

Millet, AB T0C 1Z0

**RE: Bylaw 2023-06 Public Hearing**

Verbal presentations can be made at the meeting as well. Questions related to this process can be forwarded to [infrastructure@millet.ca](mailto:infrastructure@millet.ca)

Lisa Novotny, Director of Development & Infrastructure