



**REGULAR COUNCIL MEETING AGENDA
TOWN OF MILLET**

**Wednesday, January 4, 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 December 13, 2023 – Regular Meeting of Council

6.0 DELEGATIONS

6.1 New Bylaw Officer – Stephanie Stav - Introduction

7.0 REPORTS

7.1

8.0 BYLAWS

8.1 2024-01 Borrowing Bylaw

9.0 AGREEMENTS

10.0 CORRESPONDENCE

11.0 NEW BUSINESS

- 11.1 Smiles Grant Support Letter and Fee Waivers Health Spending Account Policy
- 11.2 Millet Museum Request for Decision
- 11.3 CPKC Railway Pedestrian Crossing Upgrades
- 11.4 Millet Fire Department Awards Gala

12.0 CLARIFICATION OF AGENDA

13.0 CLOSED SESSION

Council will also be discussing privileged information regarding Legal therefore, the meeting should go In-Camera, pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26.1 and amendments thereto, and Sections 23, 24, 25 and 27 of the Freedom of Information and Protection of Privacy Act, 1994, Chapter F-18.5 and amendments thereto.

- 13.1 Land

14.0 ADJOURNMENT



REGULAR MEETING OF COUNCIL
TOWN OF MILLET

December 13, 2023
Millet Civic Centre
Council Chambers
4:00 p.m.

PRESENT:

MAYOR	Doug Peel
COUNCILLORS	Mike Bennett Gerdie Hogstead Susie Petrisor Charlene Van de Kraats Rebecca Frost Mat Starkey
ACTING CAO OFFICE MANAGER DIRECTOR OF FINANCE	Lisa Novotny Joyce Vanderlee Annette Gordon
Absent with regret CAO	Lisa Schoening

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:

4.0 ADDITIONS, DELETIONS AND ADOPTIONS OF AGENDA:

Res # 231/23 Additions	Moved by Councillor Petrisor that the agenda is hereby adopted as presented.
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CARRIED

5.0 ADOPTION OF MINUTES:

Res #232/23 Adoption of Minutes	Moved by Councillor Van de Kraats that the November 22nd, 2023, Regular Meeting of Council Minutes are hereby approved, as presented.
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CARRIED

6.0 DELEGATIONS: NONE

COUNCIL MEETING

JAN 10 2024

7.0 REPORTS:

ITEM # 51

Res #233/23	Moved by Councillor Starkey that the Reports are hereby accepted as information.
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*CARRIED***8.0 BYLAWS:**8.1 *Bylaw 2023-08 Municipal Development Plan Amendment*

Res # 234/23 Bylaw 2023-08	Moved by Councillor Van de Kraats that Council lift Bylaw 2023-08 Municipal Development Plan Amendment off the table.
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CARRIED

Res # 235/23 Bylaw 2023-08	Moved by Councillor Frost that Council gives second reading to Bylaw 2023-08 Municipal Development Plan Amendment.
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CARRIED

Res # 236/23 Bylaw 2023-08	Moved by Councillor Petrisor that Council gives third and final reading to Bylaw 2023-08 Municipal Development Plan Amendment.
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*CARRIED*8.2 *Bylaw 2023-09 – Land Use Bylaw Amendment, Plan 8520435, Block 10, Lot 52*

Res # 237/23 Bylaw 2023-09	Moved by Councillor Van de Kraats that Council lift Bylaw 2023-08 Municipal Development Plan Amendment off the table.
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CARRIED

Res # 238/23 Bylaw 2023-09	Moved by Councillor Starky that Council gives second reading to Bylaw 2023-09 Land Use Bylaw Amendment.
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CARRIED

Res # 239/23 Bylaw 2023-09	Moved by Councillor Frost that Council gives third and final reading to Bylaw 2023-09 Land Use Bylaw Amendment.
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*CARRIED*8.3 *Bylaw 2023-10 – Fees for Service Bylaw*

Res # 240/23 Bylaw 2023-10	Moved by Councillor Bennett that Council gives second reading to Bylaw 2023-10 Fees for Service as amended.
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CARRIED

Res # 241/23 Bylaw 2023-10	Moved by Councillor Hogstead that Council gives third and final reading to Bylaw 2023-10 Fees for Service.
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*CARRIED*8.4 *Bylaw 2023-11 – Cemetery Bylaw Amendment*

Res # 242/23 Bylaw 2023-11	Moved by Councillor Starky that Council gives second reading to Bylaw 2023-11 Cemetery Amendment.
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CARRIED

Res # 243/23 Bylaw 2023-11	Moved by Councillor Bennett that Council gives third and final reading to Bylaw 2023-11 Cemetery Amendment.
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CARRIED

8.5 Bylaw 2023-12 – Water and Sewer Bylaw Amendment

Res # 244/23 Bylaw 2023-12	Moved by Councillor Frost that Council gives second reading to Bylaw 2023-12 Water and Sewer Amendment.
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CARRIED

Res # 245/23 Bylaw 2023-12	Moved by Councillor Petrisor that Council gives third and final reading to Bylaw 2023-12 Water and Sewer Amendment.
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CARRIED

8.6 Bylaw 2023-13 – Business License Bylaw Amendment

Res # 246/23 Bylaw 2023-13	Moved by Councillor Van de Kraats that Council gives second reading to Bylaw 2023-13 Business License Amendment.
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CARRIED

Res # 247/23 Bylaw 2023-13	Moved by Councillor Bennett that Council gives third and final reading to Bylaw 2023-13 Business License Amendment.
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CARRIED

8.7 Bylaw 2023-14 – Animal Bylaw Amendment

Res # 248/23 Bylaw 2023-14	Moved by Councillor Van de Kraats that Council gives second reading to Bylaw 2023-14 Animal Amendment.
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CARRIED

Res # 249/23 Bylaw 2023-14	Moved by Councillor Bennett that Council gives third and final reading to Bylaw 2023-14 Animal Amendment.
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CARRIED

9.0 AGREEMENTS:9.1 *Request for Town of Millet Library Additional Named Insured Agreement*

Res #250/23 ANI Agreement	Moved by Councillor Starky that council resolve to have the library listed as an additional named insurer under the town of Millet.
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CARRIED

10.0 CORRESPONDENCE: NONE11.0 NEW BUSINESS:11.1 *Request for Decision Town of Millet 2024 Budget*

Res #251/23 2024 Budget	Moved by Councillor Van de Kraats that Council approve the Town of Millet 2024 Operating, Capital and Amortization Budget, as presented.
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CARRIED

11.2 Request for Decision Health Spend Policy

Res #252/23 Policy 86	Moved by Councillor Van de Kraats that Council pass Policy 86 with the monetary change.
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*CARRIED**11.3 Request for Decision Smiles*

Res #253/23	Moved by Councillor Bennett that Council direct administration provide a letter of support and further obtain more information regarding waiver requests as outlined in the letter received December 13 th 2023.
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*CARRIED***12.0 CLARIFICATION OF AGENDA:***NONE*

Res #254/23 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.
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*CARRIED***13.0 CLOSED SESSION:**

Res #255/23 Reconvene	Moved by Councillor Van de Kraats that the Regular Council Meeting reconvene from Closed Session at 4:57 p.m.
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*CARRIED***13.0 CLOSED SESSION:***13.1*

Res #256/23	Moved by Councillor Van de Kraats that council authorize administration to negotiate and enter into an agreement regarding the rental of the small boardroom for future pre-school with Tracy Malloy.
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CARRIED

Res #257/23	Moved by Councillor Bennett that council authorize administration to negotiate and enter into an agreement with Susie Petrisor for the year round rental of the concession at the Agriplex.
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*CARRIED***14.0 ADJOURNMENT:**

The meeting was adjourned at 5:12 p.m.

THESE MINUTES ADOPTED BY COUNCIL THIS DAY OF JANUARY 2024._____
MAYOR_____
CHIEF ADMINISTRATIVE OFFICER



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

Meeting: Regular Council Meeting
Meeting Date: January 10, 2024
Originated By: Annette Gordon
Agenda Item: 8.1 Bylaw 2024-01 2024 Borrowing Bylaw

BACKGROUND/PROPOSAL

Under MGA section 251 municipality can only borrow if authorized by a borrowing bylaw. This is made up of our line of credit, for \$1,500,000 and our credit card limit of \$30,000 for a total borrowing bylaw of \$1,530,000.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

COSTS/SOURCE OF FUNDING

n/a

RECOMMENDATION

That Council give first reading to Bylaw 2024-01.
That Council give second reading to Bylaw 2024-01.
That Council give unanimous consent for third and final reading of Bylaw 2024-01.
That Council give third and final reading to Bylaw 2024-01.

COUNCIL MEETING

JAN 10 2024

ITEM # 8.1

TOWN OF MILLET
BYLAW 2024-01
TEMPORARY BORROWING

WHEREAS, pursuant to the provisions of Section 256 of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000 and amendments thereto, a Council may authorize the Mayor and Treasurer to borrow any sums the Council considers necessary to meet current operating expenditures and obligations of the municipality, and;

WHEREAS, the amount of taxes levied or estimated to be levied for the year 2024 of the Town of Millet for all purposes including current expenditures is the sum of Two Million Twelve Thousand and Eight Hundred and forty-Eight Dollars (\$2,140,499.00) and;

WHEREAS, the Council of the Town of Millet deems it necessary to borrow expend the sum of One Million Five Hundred and Thirty Thousand Dollars (\$1,530,000.00) to meet the expenditures for 2023 and obligations of the Town of Millet until such time as the taxes levied or to be levied therefore as aforesaid can be collected, and;

WHEREAS, after the borrowing of the amount hereby authorized to be borrowed, the total loans outstanding to meet the current expenditures and obligations of the Town of Millet will not exceed the amount of taxes levied or estimated to be levied for the current year by the Town of Millet;

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

1. That the Council of the Town of Millet borrow from time to time from the Alberta Treasury Branch, a sum or sums not exceeding the aggregate amount of One Million, Five Hundred and Thirty Thousand Dollars(\$1,530,000.00) which the Council deems necessary to expend the meet the current expenditures and obligations of the Town of Millet until such time as the taxes levied or to be levied therefore can be collected, and pay or agree to pay interest, on the sum borrowed, on a monthly basis at a current rate for line of credit, prime +1%, and credit card prime +0%, as determined from time to time; maximum interest rate borrowed should not exceeding 18%.
2. That such borrowing be done by promissory note or notes under the seal of the Town of Millet and duly signed by the Mayor or Deputy Mayor and Chief Administrative Officer or Assistant Chief Administrative Officer.
3. That Council of the Town of Millet do hereby pledge to the Alberta Treasury Branch, as security for the payment of the money borrowed hereunder, the whole of the unpaid taxes and penalties on assessed and/ or levied by the Town of Millet in previous years, together with penalties thereon, and the whole of the taxes assessed or to be assessed and/ or levied for the current year and the Town of Millet shall deposit in a special account with the Alberta Treasury Branch, all of the said taxes and penalties as collected as collateral security for the money to be borrowed hereunder and interest thereon and the same shall be applied as far as necessary in payment of monies borrowed hereunder and restricted to the said taxes and penalties can be collected or be required to see that the said taxes and penalties are deposited as aforesaid;
4. Nothing herein contained shall waive, prejudicially affect or exclude any right power, benefit or security by statue, common law or otherwise given to or implied in favor of the Alberta Treasury Branch.
5. Bylaw 2023-01 in this regard is hereby rescinded.

This Bylaw comes into effect January 1, 2024.

Read a first time this ____ day of _____, A.D., 2024.

Read a second time this ____ day of _____, A.D., 2024.

Read a third and final time this ____ day of _____, A.D., 2024.

Mayor

Chief Administrative Officer

COUNCIL MEETING

JAN 10 2024

ITEM # 8.1



January 4, 2024

Dear Mayor & Council,

Our SMILES Nonprofit Committee met and have come up with an idea using grant funds up to \$10,000.00 from Rural Mental Health (RMH) Project for Animators. The grant application must be submitted by January 31, 2024. We are submitting this letter to be approved at council in January.

With the collaboration of the SMILES Nonprofit Society, Millet Museum, Millet Library, and community members we would like to have a Comedy Wellness Event in May 2024. May 31, 2024 would be a comedy night held at the Agriplex and on May 3 2024, a grand opening at the William Leonard Gray Park for changing out the posters to Conversation Starters along with activities, food, draws and swag bags given out. We are asking for the following from the council:

1. To waive fees and damage deposit for the Agriplex banquet hall and partner with SMILES Nonprofit for the Comedy Show on May 31, 2024.
2. To waive fees and damage deposit for a one-day event at the community hall on May 3, 2024, and use the land by the Distancing Diamond at William Leonard Gray Park during the grand opening on May 3, 2024.

The total of our funding application towards this project is up to \$10,000.00. We will be notified about the RMH grant funding by the end of March 2024.

This will promote ongoing mental health and I look forward to a wonderful 2024 working with the Town of Millet as an Animator.

Sincerely,

Rita-anne Fuss

Executive Director of SMILES Nonprofit Society (Support Mental Illness Lives Everyday Society)

COUNCIL MEETING

JAN 10 2024

ITEM # 11.1



**Millet & District Museum
Archives
Visitor Services**

An Ever Changing Award Winning Experience

MAYOR ? TOWN OF MILLET COUNCIL

Dec 21, 2023

The Millet and District Historical Society has exciting programs for 2024.

On January 13, 2023 the Millet and District Museum is hosting an opening in recognition of the following memorials that will be by Room or Tree dedications.

Allison Goin (1969-1993) Board Room and Galley

MDHS Members Linda Mae Weber (1940-2023) Program Room & Memorial Tree

Bill Kemp and Al Hegge – Memorial Trees

Jean Scott Archives

Josephine Moonen Veterans

Our Climate Quest Interpretive Exhibit will open January 8 until January 20, 2024 with the Museum opening extended hours. Monday – Friday 9 am – 8 pm and Saturday 9 -5 pm and Sunday Jan 14 from 1 – 5 pm. There will be special programs that will host schools from the whole area as the Millet Museum is the last Alberta stop.

<https://climate.sciencenorth.ca/en/take-tour> and have a look of the amazing interactive exhibits.

Grade K – 3

Worms at Work (30 minutes) - Designed for Grades K-3, this program explores the life cycle of a worm and how they interact with our environment. We then explore our very own "Vermicomposter" or worm composter. Students will have the opportunity to learn about composting, hold live worms, and become experts in all things related to worms.

Scavenger Hunt (30 minutes)

Grade 4 - 7

Habitat & Biodiversity (30 minutes) - This program is appropriate for students of all grade levels. Students will learn the importance of biodiversity to ecosystems and to all life on Earth. They will explore how all living things are connected and depend on each other for survival.

Scavenger Hunt (30 minutes)

Grade 8 - 12

Wind Turbines (30 minutes) - This program is designed for Grades 8 - 12. Students will learn about renewable energy generation by building wind turbine models and comparing the amount of electricity produced by high and low wind speeds. Students will explore the different factors that affect a wind turbine's efficiency and effectiveness.

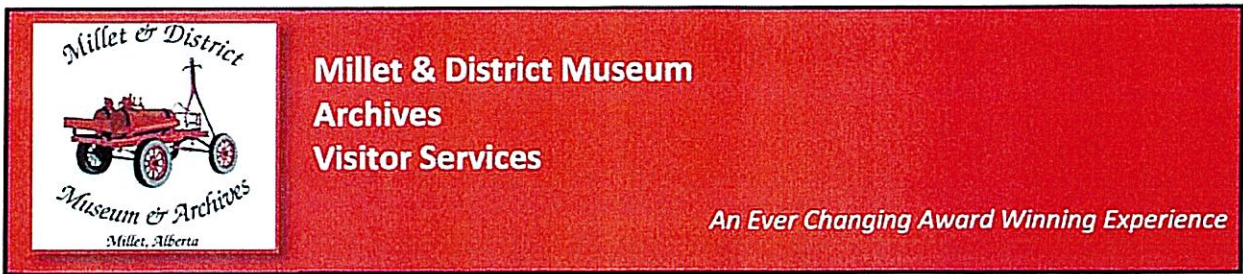
Scavenger Hunt (30 minutes)

The Millet and District Historical Society
P.O. Box 178 Millet, Alberta T0C 1Z0 5120-50 Street Phone 780 387 5558 Fax 780 387 5548
info@MilletMuseum.ca MilletMuseum.ca

COUNCIL MEETING

JAN 10 2024

ITEM # 11.2



We request that the Mayor or Council bring greetings to this event.

Mary had had a meeting with Lisa Schoening and Lisa Novotny to discuss the building of a wall to contain the Collections area. There are no structural changes to the room area so an Engineer is not required. There will be two doors at the bottom of the back stairs and a wall extended to close off the collection area to the east of the Mechanical door. We request a letter of support and permission to complete a grant application by end of January for this project. The map of the area is attached.

On March 16 we have scheduled to have an Easter event in conjunction with the launch of our Intern Sports Exhibit. We request permission to host the bunnies, Guinee pigs and birds. The event has been pre-booked to hold the date. We would love to have Mayor and Council if available to bring greetings.

Merry Christmas and Happy New Year,

Yours truly,

Mary Hegge
President of Millet and District Historical Society

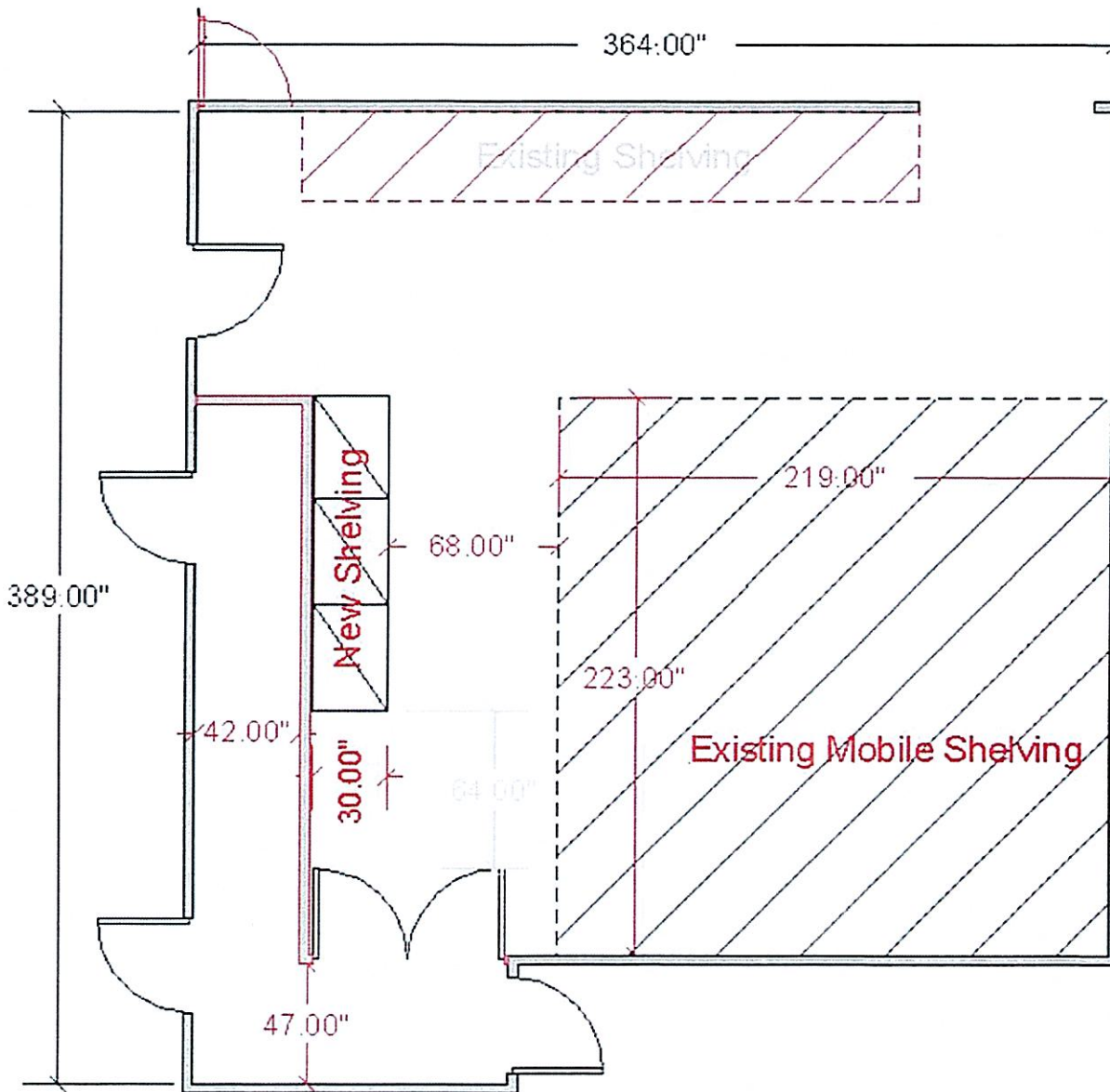


Millet Museum

From: Dean Harvey <dean@westbowsystems.ca>
Sent: November 22, 2023 3:00 PM
To: Millet Museum
Subject: RE: Westbow Systems - Basement main are plan

Sounds good, thank you Tracey.

Its this correct?



Dean Harvey
Sales & Operations
Westbow Systems Ltd.



TOWN OF MILLET
REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: January 10, 2024
Originated By: Lisa Novotny, Director of Development and Infrastructure
Agenda Item: CPKC – Pedestrian Crossing Updates

BACKGROUND/PROPOSAL

CPKC (Canadian Pacific Kansas City) Railway has identified that the rail pedestrian crossing (47 Avenue) is “well below standards” and requires immediate repairs to become compliant with Transport Canada Grade crossing regulations. If the repairs are not completed by November 2024 the crossing will be closed.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Cost estimates have been obtained and depending on the type of surface treatment (wood or concrete) the cost can vary from \$288,000 to \$398,000.

The Town has applied for the STIP Local Municipal Initiatives grant through the Alberta government. If successful, the grant could cover up to 1/3 of the project cost.

COSTS/SOURCE OF FUNDING

The estimated cost for the pedestrian crossing upgrades is as follows:

Component	CPKC Contribution	Town Contribution
Warning System	\$258,000	\$258,000
Surface Improvements	0	\$30,000 to \$140,000
Engineering	0	\$30,000
Total	\$258,000	\$318,000 to \$428,000

RECOMMENDED ACTION:

That Council approve funding for the necessary upgrades to the pedestrian crossing at Leduc 66.7 to be funded through the LGFF grant.

COUNCIL MEETING
JAN 10 2024
ITEM # 11.3



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

Meeting: Council Meeting
Meeting Date: January 10, 2023
Originated By: Lisa Schoening
Agenda Item: Millet Fire Awards

Millet Fire Department are hosting their annual Fire Gala on Saturday, January 20, 2024, Millet Agriplex Banquet Hall

16:45 – Doors Open / Cocktail Hour

17:55 – Honour Guard & Bell Ceremony for (the late) Deputy Chief Ron Brown

18:15 – Buffet Meal

19:45 – Awards Program

21:00 – Dancing and Socializing

22:30 – Midnight Lunch

Recommended Resolution: That any member of staff or Council wishing to attend the Millet Fire Department Awards gala on January 20, 2024, may attend.

COUNCIL MEETING

JAN 10 2024

ITEM # 11.4