



**REGULAR COUNCIL MEETING AGENDA
TOWN OF MILLET**

**Wednesday, February 26th, 2025
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 February 12th, 2025 – Regular Meeting of Council

6.0 DELEGATIONS

7.0 REPORTS

8.0 BYLAWS

8.1 2025-04 Municipal Planning Commission Amendment

9.0 AGREEMENTS

10.0 CORRESPONDENCE

11.0 NEW BUSINESS

- 11.1 Wetaskiwin Awards Gala
- 11.2 Millet Soccer Association Electrical Upgrade
- 11.3 Appointment for ARB Officials 2025
- 11.4 Live Barn Software Agriplex
- 11.5 Fee Waiver One Broken Biker Poker Rally

12.0 CLARIFICATION OF AGENDA

13.0 CLOSED SESSION

14.0 ADJOURNMENT



REGULAR MEETING OF COUNCIL
TOWN OF MILLET
FEBRUARY 12, 2025
Millet Civic Centre
4:00 p.m.

PRESENT:

MAYOR	Doug Peel
COUNCILLORS	Susie Petrisor Rebecca Frost Gerdie Hogstead Mat Starky
CAO OFFICE & IT MANAGER DIRECTOR OF DEVELOPMENT	Lisa Schoening Joyce Vanderlee Lisa Novotny
Absent with regret	Mike Bennett

1.0 CALL TO ORDER

The meeting was called to order by Mayor Peel at 4:00p.m.

2.0 TREATY 6 RECOGNITION

3.0 PUBLIC HEARING

4.0 ADDITIONS, DELETIONS AND ADOPTIONS OF AGENDA

Res #23/25 Adoption of Agenda	Moved by Councillor Starky that February 12, 2025, agenda is hereby approved as amended: 11.5 Active Transportation Fund Grant Application Letter of Support
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CARRIED

5.0 ADOPTION OF MINUTES:

Res #24/25 Adoption of Minutes	Moved by Councillor Frost that January 22, 2025, Regular Meeting of Council Minutes are hereby approved as presented.
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CARRIED

6.0 DELEGATIONS: None

7.0 REPORTS:

Res # 25/25 Reports	Moved by Councillor Hogstead that Council accepts the report presented as information. 7.1 Millet Fire Department January 2024 7.2 Councillor Bennett Millet Seniors 2024 7.3 Millet Library November 2024 Minutes 7.4 Millet Library November/December 2024 Statistics 7.5 Millet Library Proposed 2025 Budget
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*CARRIED***8.0 BYLAWS: NONE****9.0 AGREEMENTS: NONE****10.0 CORRESPONDENCE:**

Res # 26/25 Correspondence	Moved by Councillor Starky that Council accepts the correspondence presented as information. Town Software Update – Capital Project
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*CARRIED***11.0 NEW BUSINESS:****11.1 Millet Fire Gala**

Res #27/25	Moved by Councillor Hogstead that any member of Council or staff that wish to attend the Annual Millet Fire Department Gala may attend.
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*CARRIED***11.2 Parking 2A**

Res #28/25	Moved by Councillor Frost that Council direct administration to research options and costs associated and bring back to council for consideration.
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*CARRIED***11.3 Canada Day Planning Committee**

Res #29/25	Moved by Councillor Hogstead Councillor Starky and Councillor Frost to join the Canada Day Planning Committee with the Millet Business Association.
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*CARRIED***11.4 Millet & District Museum Permission to use Town Land**

Res #30/25	Moved by Councillor Starky that Council grant permission to the Millet & District Historical Society to erect a 20X40 tent on and park antique tractors on the lands north of the museum on April 25 th & 26 th 2024, and further that Mayor Peel will bring greetings on April 26 th .
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CARRIED

11.5 Active Transportation Fund Grant Application Letter of Support

Res #31/25	Moved by Councillor Petrisor that Council approve the grant application for miscellaneous sidewalk connections and Rectangle Rapid Flashing Beacons (RRFBs) in the amount of \$900,000 and further provide a letter of Support for the Active Transportation Fund Grant Application.
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CARRIED

12.0 CLARIFICATION OF AGENDA:

13.0 ADJOURNMENT:

The meeting was adjourned at 4:25 p.m.

THESE MINUTES ADOPTED BY COUNCIL THIS _____ DAY OF _____ 2025.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



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

Meeting: Regular Council Meeting
Meeting Date: February 26, 2025
Agenda Item: 8.1 Bylaw 2025-04 Land Use Bylaw Amendment – Discretionary Uses

BACKGROUND/PROPOSAL

The Land Use Bylaw establishes the appointment of the Development Authority to consider different types of applications. Currently the Municipal Planning Commission (MPC) acting as the Development Authority established by Bylaw 2017/03. MPC make decisions on discretionary development and uses, variance request extending the limitations of the development authority, encroachment matters and referrals on subdivision matters for three (3) or more parcels of land.

Currently MPC makes decisions on all discretionary use permits including minor and major home-based businesses and intermodal containers within the industrial district.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Unfortunately, the time required to prepare for, schedule and hold the MPC meeting can often add to the time for decisions to be made. If permits for home-based business and intermodal containers in the industrial district are considered by the Development Officer, the time for decisions would be shorter.

Regardless of who makes the decision or what the decision is on discretionary permits, property owners within 60m of the subject property are provided notice of the decision and given 21 days to appeal the decision.

This topic was brought forward to MPC a motion was carried to support the amendment to allow the development office to make decisions on minor home-based businesses, major home-based businesses and intermodal containers in industrial districts only.

COSTS/SOURCE OF FUNDING

RECOMMENDED ACTION:

That Council give first reading to Bylaw 2025-04.

That Council schedule a public hearing for Bylaw 2025-04 for March 26, 2025 at 4:00 pm in Council Chambers at 4528 – 51 Street. Virtual attendance for the public hearing is also available and access will be posted within the March 26, 2025 council agenda.

BYLAW NO. 2025-04
A BYLAW OF THE TOWN OF MILLET
IN THE PROVINCE OF ALBERTA
TO AMEND BYLAW 2018-11 BEING THE LAND USE BYLAW

WHEREAS Section 640(1) of the Municipal Government Act, Chapter M-26, RSA 2000 requires municipalities to pass a land use bylaw;

AND WHEREAS, Section 623 (b) of the Municipal Government Act, Chapter M-26, RSA 2000 requires council subject to section 641, a development authority to exercise development powers and perform duties on behalf of the municipality,

AND WHEREAS, Section 625(1) of the Municipal Government Act, Chapter M-26, RSA 2000 council of a municipality may, by bylaw establish a municipal planning commission,

AND WHEREAS, Bylaw 2017/13 establishes the Municipal Planning Commission,

AND WHEREAS, the Town of Millet Land Use Bylaw 2018-11 provides the authority of the Municipal Planning Commission to make decisions on all discretionary uses,

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

1. That 3.1.4 of the Land Use Bylaw 2018-11 be amended to read:

“Municipal Planning Commission (MPC) acting as the Development Authority is hereby established by Bylaw 2017/03 and amendments thereto. The MPC will make decisions on discretionary developments (excluding minor and major home-based businesses and intermodal containers within the Industrial district) and uses, variance request extending the limitations of the development authority, encroachment matters and referrals on subdivision matters for three (3) or more parcels of land.”

2. That Bylaw 2025-04 shall come into full force upon signing.

Read a first time this ____ day of _____, A.D., 2025.

Read a second time this ____ day of _____, A.D., 2025.

Read a third and final time this ____ day of _____, A.D., 2025.

TOWN OF MILLET

MAYOR

CHIEF ADMINISTRATIVE OFFICER



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

Meeting: Council Meeting

Meeting Date: February 26, 2025

Agenda Item: 11.1 Wetaskiwin Business Awards Gala

BACKGROUND/PROPOSAL

On April 11th 2025, the Chamber is hosting the Wetaskiwin Business Awards Gala at the Best Western Wayside Inn, 4103 56 Street . Cocktails and silent auction are at 6:00pm and dinner and award presentations start at 7:00pm.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

COSTS/SOURCE OF FUNDING

The cost per person for the Wetaskiwin Business Awards is \$80 plus GST.

Fees for attending this event would be allocated to Council’s training and development budget.

RECOMMENDED ACTION:

That Council approve the following members of Council wishing to attend the April 11th 2025 Wetaskiwin Business Awards Gala in Wetaskiwin:



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

Meeting: Council Meeting
Meeting Date: February 26th, 2025
Agenda Item: 11.2 Millet Soccer Association Permission

BACKGROUND/PROPOSAL

The attached letter has been received from the Millet Soccer Association requesting permission to carry out Electrical Upgrades to the facilities at Paul Pay Field and further provide a letter of support for grant applications to cover costs.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

See attached letter.

COSTS/SOURCE OF FUNDING

N/A

RECOMMENDED ACTION:

That Council grant permission to complete upgraded and further provide letter of support to Millet Soccer Association.

February 14, 2025



To the Esteemed Members of the Town Council,

I hope this letter finds you well. I am writing on behalf of the Millet Soccer Association to request permission to carry out necessary electrical upgrades at our facility located at Paul Pay field. Additionally, we are currently applying to the Recreation grant program from Wetaskiwin, seeking funding to assist with these upgrades along with additional improvements to our appliances in the shack.

Specifically, we aim to acquire a new fridge and freezer. These appliances are vital for our tournament weekends, as they support our food-safe certified concession by keeping food items fresh and safe. Moreover, they enable us to supply hot beverages to Moonen Heights and Pipestone Fields.

We have recently consulted with a qualified journeyman electrician, who is local to our community, to review our current electrical setup. The electrician has informed us that our electrical panel is in good condition and has sufficient capacity for additional connections.

In particular, we seek to install four additional outlets on the wall surface of our storage shack. These outlets will be installed using flexible conduit pipe, ensuring both safety and compliance with electrical codes. The Millet Soccer Association will be responsible for purchasing all necessary equipment for this upgrade.

We believe these enhancements will greatly benefit our operations and improve the overall functionality of our facility. We kindly ask for your approval to proceed with these upgrades accompanied by a support letter for grant applications at your earliest convenience.

Thank you for your attention to this matter. We look forward to your positive response.

Sincerely,

Kimberly Benajmin

Treasurer
Millet Soccer Association
780-953-2501
Msatreasurer89@gmail.com



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

Meeting: Council Meeting
Meeting Date: February 26, 2025
Agenda Item: 11.3 CRASC Appointment

BACKGROUND/PROPOSAL

The annual requirement for all participating municipalities to appoint the ARB officials for 2025 is now due.

(As per MGA section 454)

All municipalities are required to appoint by resolutions the following as your ARB officials for 2025.

Recommended Resolution:

That Council appoint the following;

ARB Chairman - Raymond Ralph
Certified ARB Clerk - Gerryl Amorin
Certified Panelists - Darlene Chartrand
Sheryl Exley
Tina Groszko
Richard Knowles
Marcel LeBlanc
Raymond Ralph



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

Meeting: Council Meeting
Meeting Date: February 26th, 2025
Agenda Item: 11.4 Live Barn Software Request

BACKGROUND/PROPOSAL

The attached letter has been received from Michelle & John Reid requesting the Town of Millet investigate partnering with Live Barn in the Millet Arena.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

See attached letter.

COSTS/SOURCE OF FUNDING

N/A

RECOMMENDED ACTION:

That Council direct Administration.

>
>> On Jan 19, 2025, at 11:40 AM, Michelle & John Reid <mreid4@telus.net> wrote:
>>
>> Hello,
>>
>> I'm wondering why Millet hasn't opted to get "Live Barn" set up yet in the Millet Agriplex/ Arena? I'd like to encourage the town to look into getting it.
>>

>> We are a hockey family who travel all over Alberta with our kids (like many other crazy hockey parents) and when we all can't be at the same place, at the same time, cheering on our kids, we often have the option of "Live Barn" in other Arenas. It allows us to stay in touch, and get game updates as we cheer from afar.

>>
>> It's also a way to promote player progress and player/ coach safety, as game plays / penalties can be reviewed.

>>
>> I was present at last night's Junior C game at the Agriplex, where some players took things to another level of aggression, as well as fans! If referees could review plays/ penalties/ it could help them learn how to better control the game they are reffing.

>> Things got heated on the ice and in the stands, and police were called! If Live Barn was available the refs could review the game to discuss how to better handle the situation for next time.

>>
>> With Live Barn, families can stay in touch with their athletes from afar. The City of Wetaskiwin has Live Barn, and it's a great way for family members/ grandparents/ aunties & uncles to keep in touch. I'm sure if you had questions about how it works, you could get answers from the City of Wetaskiwin or other towns/ cities with live barn.

>>
>> Hopefully this is something you could consider.

>>
>> Kind Regards,

>>
>> Michelle Reid



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

Meeting: Council Meeting

Meeting Date: February 26th, 2025

Agenda Item: 11.5 One Broken Biker Poker Rally

BACKGROUND/PROPOSAL

The attached letter has been received from One Broken Biker Poker Rally requesting a waiver of fees and use of the parking lot and lobby area of the Agriplex on May 24, 2025.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

See attached letter.

COSTS/SOURCE OF FUNDING

N/A

RECOMMENDED ACTION:

That Council waive the fees for use of the Agriplex parking lot and lobby area by One Broken Biker Poker Rally on May 24, 2025.

That will be having a poker run ride from all 3 divisions with an end meeting point in Red Deer. I am asking for the use of the Agriplex in Millet Lobby only for use of washroom facilities and to have the stamps for poker run distributed at. This will be in connection with OBB Edmonton division.

The Edmonton run is trying to leave from Black Jacks in Nisku, first stop in Millet, second stop in Clive, and final stop in Red Deer.

We are a non profit organization, further info can be seen at Onebrokenbiker.org. It is a non profit organization that helps injured bikers across Canada.

The Poker Run is going to be on MAY 24, 2025
Probably require the facility between the hours of 10am. to 12pm. (I believe)

I am asking that the fee to use this facility be waived
Thanks in advance for considering this application.

DAWN-L MORRISON (780) 361-8101
Representative and Volunteer for One Broken Biker
I am a resident of Millet for 35 years.

