



**REGULAR COUNCIL MEETING AGENDA  
TOWN OF MILLET**

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

**6.0 DELEGATIONS**

6.1 Wayne Smith Millet Lions Club

**7.0 REPORTS**

- 7.1 Millet Fire Dept. Call history February 2025
- 7.2 Finance – Tax Aging Analysis
- 7.3 Finance – Bank Reconciliation December 2024
- 7.4 Finance - Bank Reconciliation January 2025

**8.0 BYLAWS**

**9.0 AGREEMENTS**

**10.0 CORRESPONDENCE**

10.1 Municipal Affairs Minister Ric McIver

**11.0 NEW BUSINESS**

- 11.1 Millet Seniors Event
- 11.2 DEM Resignation
- 11.3 Millet Lions Club Request for Fencing

**12.0 CLARIFICATION OF AGENDA**

**13.0 CLOSED SESSION**

**14.0 ADJOURNMENT**



REGULAR MEETING OF COUNCIL  
TOWN OF MILLET  
FEBRUARY 26, 2025  
Millet Civic Centre  
4:00 p.m.

PRESENT:

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

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 #32/25 Adoption of Agenda	Moved by Councillor Bennett that February 26, 2025, agenda is hereby approved as amended:  13.1 In Camera Land
-------------------------------------	--

CARRIED

5.0 ADOPTION OF MINUTES:

Res #33/25 Adoption of Minutes	Moved by Councillor Starky that February 12, 2025, 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 2025-04 Bylaw Municipal Planning Commission Amendment***

<b>Res # 34/25 Bylaw 2025-01</b>	Moved by Councillor Hogstead that Council gives first reading to Bylaw 2025-01 being an amendment to the Land Use Bylaw 2018-11.
--------------------------------------	--

CARRIED

**8.2 *Bylaw 2025-04 Bylaw Municipal Planning Commission Amendment***

<b>Res # 35/25 Bylaw 2025-01</b>	Moved by Councillor Frost that a Public Hearing for Bylaw 2025-04 be scheduled 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 <sup>th</sup> council agenda.
--------------------------------------	---

CARRIED

**9.0 AGREEMENTS: NONE****10.0 CORRESPONDENCE: NONE****11.0 NEW BUSINESS:****11.1 *Wetaskiwin Awards Gala***

<b>Res #36/25</b>	Moved by Councillor Bennett that the mayor and any Councillor attend the Annual Wetaskiwin Awards Gala.
-------------------	---

CARRIED

**11.2 *Millet Soccer Association Electrical Upgrade***

<b>Res #37/25</b>	Moved by Councillor Starky that Council grant permission to the Millet Soccer Association to approve upgrade of electrical and further provide a letter of support.
-------------------	---

CARRIED

**11.3 *Appointment of ARB Officials 2025***

<b>Res #38/25</b>	Moved by Councillor Petrisor that council appoint the following  ARB Chairman - Raymond Ralph Certified ARB Clerk - Gerry Amorin Certified Panelists - Darlene Chartrand Sheryl Exley Tina Groszko Richard Knowles Marcel LeBlanc Raymond Ralph
-------------------	--

CARRIED

*11.4 Live Barn Software Agriplex*

<b>Res #39/25</b>	Moved by Councillor Bennett that council table the item and further have administration gather information regarding costs and possible grants.
-------------------	---

*CARRIED*

*11.5 Fee Waiver One Broken Biker Poker Rally*

<b>Res #40/25</b>	Moved by Councillor Petrisor that council waives the fees for the parking lot and the lobby for the One Broken Biker Poker Rally to be held on May 24 <sup>th</sup> 2025
-------------------	--

*CARRIED*

**12.0 CLARIFICATION OF AGENDA:**

**13.0 ADJOURNMENT:**

<b>Res #41/25 Adjournment</b>	Moved by Councillor Frost that the Regular Council Meeting move to Closed Session at 4:22 p.m.
-----------------------------------	--

*CARRIED*

**13.0 CLOSED SESSION:**

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

<b>Res #42/25 Reconvene</b>	Moved by Councillor Frost that the Regular Council Meeting reconvened from Closed Session at 4:35 pm.
---------------------------------	---

*CARRIED*

**13.2 ADJOURNMENT:**

The meeting was adjourned at 4:35 p.m.

**THESE MINUTES ADOPTED BY COUNCIL THIS 12th DAY OF March 2025.**

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CHIEF ADMINISTRATIVE OFFICER**



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

---

**Meeting:** Regular Council Meeting  
**Meeting Date:** March 12 2025  
**Originated By:** Administration  
**Agenda Item:** 6.0 – Wayne Smith Millet Lions Club

---

**BACKGROUND/PROPOSAL**

Mr. Wayne Smith would like to speak to the Mayor, Council, regarding the fencing from the future skate park.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Not Applicable



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

---

**Meeting:** Regular Council Meeting  
**Meeting Date:** March 12th, 2025  
**Originated By:** Administration  
**Agenda Item:** 7.0 - Reports

---

**BACKGROUND/PROPOSAL**

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

- Millet Fire Department February 2025
- Finance – Tax Analysis
- Finance - Bank Reconciliation December 2024
- Finance - Bank Reconciliation January 2025

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Not applicable.

**COSTS/SOURCE OF FUNDING**

Not applicable.

**RECOMMENDATION**

That the Reports are hereby accepted as information.



**Millet Fire Department  
Call History Report by Date  
2/1/2025 - 2/28/2025**

*False.*

Date	Type	Incident #	Incident Type	Primary Action
Sat 02/01/2025 10:01	City - Millet	2500014	06 Breathing Problems	55 Establish safe area
Wed 02/12/2025 19:21	City - Millet	2500015	52 Alarms	
Fri 02/14/2025 05:26	County - Wetaskiwin (Extra Hours)	2500016	77 Motor Vehicle Collision	55 Establish safe area
Sat 02/15/2025 13:33	County - Wetaskiwin	2500017	29 Traffic/ Transportation Incidents	
Sat 02/15/2025 17:57	City - Millet	2500018	17 Falls	55 Establish safe area
Wed 02/19/2025 15:47	County - Wetaskiwin	2500019	71 Vehicle Fire	55 Establish safe area
Thu 02/27/2025 21:52	County - Wetaskiwin	2500020	74 Vehicle Fire	55 Establish safe area
Thu 02/27/2025 23:31	County - Leduc	2500021	77 Motor Vehicle Collision	55 Establish safe area
Fri 02/28/2025 06:15	County - Wetaskiwin	2500022	17 Falls	55 Establish safe area

Total calls for City - Millet:	3
Total calls for County - Leduc:	1
Total calls for County - Wetaskiwin (Extra Hours):	0
Total calls for County - Wetaskiwin:	4
Total calls for County - Wetaskiwin (Extra Hours):	1
<b>Total calls:</b>	<b>9</b>
<b>Total Time:</b>	<b>07:38</b>

*S.M.*

# Of Attendees	Total Time
7	01:01
9	00:06
13	01:58
8	00:09
6	00:37
8	00:52
11	00:51
10	01:25
0	00:39



tax aging analysis  
Excluding auto pay

	Current outstanding	One Year outstanding	Total outstanding
Dec 2019	173,057.74	66,430.93	304,621.07
Dec 2020	191,777.72	81,663.31	384,187.92
Dec 2021	76,096.07	33,007.08	178,177.97
Dec 2022	69,600.38	52,084.41	199,755.32
Dec 2023	73,743.81	12,421.90	91,987.78
Dec 2024	150,154.24	25,882.14	176,365.56
Jan 2020	30,182.00	188,499.62	350,244.95
Jan 2021	-	179,781.35	331,552.94
Jan 2022	-	118,985.18	202,775.85
Jan 2023	5,801.09	80,219.97	215,475.22
Jan 2024	-	72,027.10	88,329.70
Jan 2025	-	151,266.41	172,613.82
Feb 2020	36,195.01	175,622.56	336,679.97
Feb 2021	37,125.29	148,215.93	307,186.58
Feb 2022	(17,914.87)	117,091.73	194,516.41
Feb 2023	(129.04)	74,008.69	201,753.72
Feb 2024	(10,868.59)	88,825.17	93,169.18
Feb 2025	-	147,719.02	167,103.45

Analysis:

Taxes receivables have almost doubled since last year. This may be a result of a change in request from administration to not send out tax notices. As from 2020 to 2021 sending out tax notices resulted in a significant reduction in receivables. However, it also may have to do with a greater economic factors or a combination of the two.

# Monthly Bank Reconciliation

Municipality of  
**TOWN OF MILLET**

Month Ending 31, Dec 2024

	General Account	Chequing Account	General Term Deposit	Cemetery Term Deposit	Tax sale account	Total
Net Balance at End of Previous Month	\$508,920.18	\$237,125.89	\$3,329,527.37	\$19,094.43	\$0.00	\$4,094,667.87
Receipts for the Month (Less Loans)	\$928,262.37	\$5,885.99	\$11,414.48	\$210.13		\$945,772.97
Transfer of Funds		\$250,000.00				\$250,000.00
Sub-Total	\$1,437,182.55	\$493,011.88	\$3,340,941.85	\$19,304.56	\$0.00	\$5,290,440.84
LESS:						
Transfer of Funds	\$250,000.00			\$0.00		\$250,000.00
Disbursements for the Month	\$672,668.59	\$268,529.94				\$941,198.53
			\$0.00	\$0.00		\$0.00
Net Balance at End of Month	\$514,513.96	\$224,481.94	\$3,340,941.85	\$19,304.56	\$0.00	\$4,099,242.31
Balance at End of Month – Treasury Branch	\$464,402.25	\$360,983.64	\$3,340,941.85	\$19,304.56	\$0.00	\$4,185,632.30
*Cash on Hand at End of Month			\$0.00	\$0.00		\$0.00
Sub-Total	\$464,402.25	\$360,983.64	\$3,340,941.85	\$19,304.56	\$0.00	\$4,185,632.30
ADD:						
Outstanding Deposits	\$50,111.71		\$0.00	\$0.00		-\$50,111.71
LESS:						
Outstanding Cheques See List		\$136,501.70	\$0.00			\$136,501.70
<b>BALANCE</b>	<b>\$514,513.96</b>	<b>\$224,481.94</b>	<b>\$3,340,941.85</b>	<b>\$19,304.56</b>	<b>\$0.00</b>	<b>\$4,099,242.31</b>

**OUTSTANDING CHEQUES**

No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
1327	300.00			1767	250.00				
1367	485.27	1739	686.05	1768	123.61				
1409	90.44	1743	726.94	1769	1,173.26				
1601	24.00	1745	100.00	1772	663.20				
1668	938.91	1746	2,500.00	1774	491.21				
1671	56.39	1747	2,415.00	1775	2,876.34				
1673	1,392.41	1748	157.50	1776	4.71				
1687	5,045.09	1750	2,081.99	1777	441.00				
1688	11,651.03	1751	56.70	1778	761.16				
1700	144.92	1752	359.12	1780	1,641.15				
1702	262.50	1753	50.38	1831	300.00				
1705	581.10	1754	2,057.00						
1707	476.48	1755	81.86	1545	300.00				
		1756	65,415.43	1781	1,000.00				
1717	400.49	1760	212.50	1782	490.00				
1720	807.00	1762	308.85						
1726	65.70	1763	120.67						
1731	100.00	1764	300.00						
1732	547.68	1765	24,986.66						
<b>\$136,501.70</b>									

Reviewed by: *J. Schoering*  
Chief Administrative Officer

Date: *Feb 24/25*

This statement submitted to Council this day 12th of March, 2025

Remarks: \_\_\_\_\_  
Mayor: \_\_\_\_\_

# Monthly Bank Reconciliation

Municipality of  
**TOWN OF MILLET**

Month Ending 31, January 2025

	General Account	Chequing Account	General Term Deposit	Cemetery Term Deposit	Tax sale account	Total
Net Balance at End of Previous Month	\$514,513.96	\$224,481.94	\$3,340,941.85	\$19,304.56	\$0.00	\$4,099,242.31
Receipts for the Month (Less Loans)	\$634,814.28	\$979.14	\$10,894.56	\$2,065.97		\$648,753.95
Terms Cash in		\$250,000.00		\$0.00		\$250,000.00
Sub-Total	\$1,149,328.24	\$475,461.08	\$3,351,836.41	\$21,370.53	\$0.00	\$4,997,996.26
<b>LESS:</b>						
Terms Taken out	\$250,000.00			\$0.00		\$250,000.00
Disbursements for the Month	\$158,474.97	\$160,079.29		\$0.00		\$318,554.26
			\$0.00	\$0.00		\$0.00
Net Balance at End of Month	\$740,853.27	\$315,381.79	\$3,351,836.41	\$21,370.53	\$0.00	\$4,429,442.00
Balance at End of Month – Treasury Branch	\$724,958.44	\$414,857.94	\$3,351,836.41	\$21,370.53	\$0.00	\$4,513,023.32
*Cash on Hand at End of Month			\$0.00	\$0.00		\$0.00
Sub-Total	\$724,958.44	\$414,857.94	\$3,351,836.41	\$21,370.53	\$0.00	\$4,513,023.32
<b>ADD: Outstanding deposits</b>						
	-\$15,894.83		\$0.00			-\$15,894.83
<b>Less: Outstanding Cheques (See List)</b>						
	\$0.00	\$99,476.15	\$0.00	\$0.00		\$99,476.15
<b>BALANCE</b>	<b>\$740,853.27</b>	<b>\$315,381.79</b>	<b>\$3,351,836.41</b>	<b>\$21,370.53</b>	<b>\$0.00</b>	<b>\$4,429,442.00</b>

### OUTSTANDING CHEQUES

No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
<b>Chequing Account</b>									
		1831	300.00	1852	4,638.61	1871	13.86		\$-00
1327	300.00	1833	300.00	1853	1,791.25	1872	440.00		\$-00
1367	485.27	1835	1,251.46	1854	1,263.02	1873	604.20		\$-00
1409	90.44	1836	2,044.72	1855	175.00	1874	1,071.00		\$-00
1601	24.00	1837	3,258.00	1856	509.38	1875	491.09		\$-00
1673	1,392.41	1838	426.48	1857	588.90	1876	\$25,058.00		\$-00
1688	11,651.03	1839	2,750.49	1858	807.00	1877	\$407.41		\$-00
1732	547.68	1840	979.94	1859	3,834.33	1878	\$1,843.00		\$-00
1745	100.00	1841	252.00	1860	3,000.00				\$-00
1755	81.86	1842	105.00	1861	821.21				\$-00
1760	212.50	1843	516.72	1862	583.80				\$-00
1768	123.61	1844	763.49	1863	172.94				\$-00
1780	1,641.15	1845	1,891.34	1864	296.39				\$-00
1810	288.75	1846	564.18	1865	44.64				\$-00
1811	160.00	1847	3,698.32	1866	483.18				\$-00
1814	1,445.80	1848	8,400.00	1867	734.33				\$-00
1816	782.50	1849	1,034.27	1868	185.00				\$-00
1818	150.50	1850	669.38	1869	48.25				\$-00
1821	82.50	1851	504.57	1870	300.00				\$-00
									<u>\$99,476.15</u>

Reviewed by: Chia Spring  
Chief Administrative Officer

Date: March 16/25

This statement submitted to Council this day of 12 March 2025.  
Remarks:

Mayor: \_\_\_\_\_

\*Cash on Hand Deposited



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

---

**Meeting:** Regular Council Meeting  
**Meeting Date:** March 12 2025  
**Originated By:** Administration  
**Agenda Item:** 10.0 - Correspondence

---

**BACKGROUND/PROPOSAL**

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

10.1 Alberta Municipal Affairs Minister Ric McIver

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Not applicable.

**COSTS/SOURCE OF FUNDING**

Not applicable.

**RECOMMENDATION**

1. That the Correspondence is hereby accepted as information.



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister*

*MLA, Calgary-Hays*

AR118277

February 26, 2025

Dear Chief Elected Officials/Associations/Library Boards/Regional Services  
Commissions/Municipally Controlled Corporations:

In May 2024, our government passed the *Provincial Priorities Act* to establish a process for provincial oversight of agreements between provincial entities and the federal government. The *Act* will come into force on April 1, 2025, and will ensure Ottawa is not undermining the province's jurisdiction to make decisions about what is best for Alberta and Albertans. Under the *Act*, provincial entities, such as municipalities, are required to obtain prior approval from the Alberta government before entering into, amending, or renewing an agreement with the federal government.

Throughout last summer, Alberta's government led a comprehensive stakeholder engagement with provincial entities to inform the supporting regulations. The Provincial Priorities Regulation (attached), which also comes into force on April 1, 2025, designates additional municipal entities that are subject to the *Act*. These entities include library boards, regional services commissions, municipally controlled corporations, and any entity that is established by bylaw, with the exception of business improvement areas. In addition, the regulation sets out the approval process for proposed intergovernmental agreements and includes some exceptions for the municipal sector where no provincial approvals will be needed. Examples of these exceptions include agreements under \$100,000, agreements that are in-kind contributions only, agreements with the Canadian Armed Forces, and agreements for disaster response and assistance; these will not require provincial approval.

Effective April 1, 2025, municipalities and municipal entities will be required to submit information on all new agreements with the federal government, agreement amendments and agreement renewals, along with a copy of the agreement, to Municipal Affairs, regardless of the monetary value of the agreement. Information on agreements eligible for an exception must also be submitted to Municipal Affairs in order for the exception to apply. Additional details on the process for submitting required information on federal agreements to Municipal Affairs will be shared in March.

I am looking forward to working together with you to ensure Alberta municipalities maintain access to federal dollars while protecting areas of provincial jurisdiction.

Sincerely,

Ric McIver  
Minister

cc: Chief Administrative Officers

320 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550



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

---

**Meeting:** Regular Council Meeting  
**Meeting Date:** March 12, 2025  
**Agenda Item:** 11.1 Millet Seniors Event

---

**BACKGROUND/PROPOSAL**

The Millet Seniors are taking a trip to the Peaceful Valley Provincial Recreational Area for their monthly seniors meeting on June 25<sup>th</sup>, 2025

Councillor Bennett would like to attend

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

**COSTS/SOURCE OF FUNDING**

None

**RECOMMENDED ACTION:**

That Councillor Bennett attend the Millet Seniors trip on June 25<sup>th</sup>, 2025



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

---

**Meeting:** Regular Council Meeting  
**Meeting Date:** March 12, 2025  
**Agenda Item:** 11.2 Millet DEM Resignation

---

**BACKGROUND/PROPOSAL**

We received a call from Mr David Slipp, our current DEM. He stated he has to terminate his appointment for health reasons.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

**COSTS/SOURCE OF FUNDING**

None

**RECOMMENDED ACTION:**

That council accepts Mr David Slipp resignation



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

---

**Meeting:** Regular Council Meeting  
**Meeting Date:** March 12, 2025  
**Agenda Item:** 11.3 Millet Lions Club – Request for Fencing

---

**BACKGROUND/PROPOSAL**

Mr. Wayne Smith from the Millet Lions Club will be in attendance to request that the chain link fence from the tennis court area (future skateboard park area) be given to the Millet Lions Club for use in the campground.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

**COSTS/SOURCE OF FUNDING**

None

**RECOMMENDED ACTION:**

N/A