



**REGULAR COUNCIL MEETING AGENDA  
TOWN OF MILLET**

**Wednesday, April 9th, 2025  
4:00 p.m.  
MCC Council Chambers**

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- 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 March 26th, 2025 – Regular Meeting of Council
- 6.0 DELEGATIONS**
- 7.0 REPORTS**
  - 7.1 Millet Fire Department Call History March 2025
- 8.0 BYLAWS**
- 9.0 AGREEMENTS**
- 10.0 CORRESPONDENCE**
- 11.0 NEW BUSINESS**
  - 11.1 Sandhu Connection Cost Agreement
  - 11.2 Upcoming Events

**12.0 CLARIFICATION OF AGENDA**

**13.0 CLOSED SESSION**

13.1 Land

**14.0 ADJOURNMENT**



REGULAR MEETING OF COUNCIL  
TOWN OF MILLET  
MARCH 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	Lisa Schoening
OFFICE & IT MANAGER	Joyce Vanderlee
DIRECTOR OF DEVELOPMENT	Lisa Novotny
DIRECTOR OF FINANCE	Annette Gordon

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

<i>Bylaw 2025-04</i>	<p><i>Mayor Peel declared the Public Hearing for Bylaw 2025-04 to open at 4:00 p.m.</i></p> <p><i>Presentations:</i> <i>Administration:</i></p> <p><i>L. Novotny Director of Development and Infrastructure made a presentation on the Bylaw 2054-04. There were no questions from Council.</i></p> <p><i>There were no written submissions received.</i></p> <p><i>There were no comments made at the meeting.</i></p> <p><i>Mayor Peel declared the Public Hearing for Bylaw 2025-04 closed at 4:03 p.m.</i></p>
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**4.0**     **ADDITIONS, DELETIONS AND ADOPTIONS OF AGENDA**

Res #51/25 Adoption of Agenda	Moved by Councillor Bennett that the March 26, 2025, agenda is hereby approved as presented:
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*CARRIED***5.0**     **ADOPTION OF MINUTES:**

Res #52/25 Adoption of Minutes	Moved by Councillor Starky that the March 12, 2025, Regular Meeting of Council Minutes are hereby approved as presented.
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*CARRIED***6.0**     **DELEGATIONS:**

Friends of Millet youth Society spoke to council regarding the fencing surrounding the Millet Skate Park.

Millet Fire Department Chief Moen spoke to council regarding the software proposal.

Res #53/25	Moved by Councillor Starky that council approves the purchase of First Due software with the cost of the software being \$12,000 - \$15,000 annually coming from the fire reserve and further the costs shared as follows two-thirds East West Rural Department Society and one-third Town of Millet.
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*CARRIED***7.0**     **REPORTS: NONE****8.0**     **BYLAWS:****8.1**     *Bylaw 2025-04 Bylaw Municipal Planning Commission Amendment*

Res # 54/25 Bylaw 2025-04	Moved by Councillor Frost that Council gives second reading to Bylaw 2025-04 being an amendment to the Land Use Bylaw 2018-11.
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*CARRIED***8.2**     *Bylaw 2025-04 Bylaw Municipal Planning Commission Amendment*

Res # 55/25 Bylaw 2025-04	Moved by Councillor Hogstead that Council gives third and final reading to Bylaw 2025-04 being an amendment to the Land Use Bylaw 2018-11.
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*CARRIED***9.0**     **AGREEMENTS: NONE****10.0**    **CORRESPONDENCE: NONE**

**11.0 NEW BUSINESS:****11.1 State of Wetaskiwin Region Event**

<b>Res #56/25</b>	Moved by Councillor Petrisor that Mayor Peel and any council members or staff that wish to attend may.
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*CARRIED***11.2 Civic Centre Playground Upgrades**

<b>Res #57/25</b>	Moved by Councillor Starky that Council approves the Proposed Upgrades to the Civic Centre Park and Grounds project with funding from municipal reserve fund in the amount of \$80,000.
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*CARRIED*

<b>Res #58/25</b>	Moved by Councillor Bennett that council approves Millet Friends of Youth Society to proceed with the construction of the skateboard park, and to continue fundraising through advertising on the benches and platforms and further that council approves the Tennis Courts remains in the possession of Millet Friends of Youth Society for five-years to allow for expansion of the skateboard park.
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*CARRIED***11.3 Genesis Annual General Meeting**

<b>Res #59/25</b>	Moved by Councillor Frost that a proxy vote be completed and sent to Genesis Annual General Meeting.
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*CARRIED***11.4 Fee Waiver Decimate Concert**

<b>Res #60/25</b>	Moved by Councillor Bennett that the rate for the rental of the banquet hall for the Decimate concert, on June 13 & 14, 2025 is hereby set at the same rate as the Hugo Witt rental, in the amount of \$100/day and further that the damage deposit be waived.
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*CARRIED***11.5 Alberta Mid-Sized Towns Mayors' Caucus**

<b>Res #61/25</b>	Moved by Councillor Starky that Mayor Peel or designate is hereby appointed to the Alberta Mid-Sized Towns Mayor' Caucus.
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*CARRIED***12.0 CLARIFICATION OF AGENDA: NONE***Took 5 minute break*

<b>Res #62/25</b> <i>Adjournment</i>	Moved by Councillor Petrisor that the Regular Council Meeting temporarily adjourn and council sit in Closed Session at 4:51 p.m.
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*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 #63/25</b> <i>Reconvene</i>	Moved by Councillor Petrisor that the Regular Council Meeting reconvene from Closed Session at 5:03 pm.
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*CARRIED***13.1 Early Lease Termination**

<b>Res #64/25</b> <i>Early Lease Termination</i>	Moved by Councillor Starky that the lease between "The Tenant" and The Town of Millet, which ends in October 2027, may be terminated early as of May 1, 2026, and further that the damage deposit will not be returned.
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*CARRIED***14.0 ADJOURNMENT:**

Meeting adjourned at 5:03 pm

*THESE MINUTES ADOPTED BY COUNCIL THIS 9th DAY OF April 2025.*

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

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



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

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**Meeting:** Regular Council Meeting

**Meeting Date:** April 9<sup>th</sup>, 2025

**Agenda Item:** 7.0 - Reports

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**BACKGROUND/PROPOSAL**

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

Millet Fire Department March 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  
3/1/2025 - 4/1/2025**

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Tue 03/04/2025 20:06	County - Leduc	2500023	52 Alarms	55 Establish safe area		14	00:35
Thu 03/13/2025 10:21	County - Leduc (Extra Hours)	2500024	77 Motor Vehicle Collision	55 Establish safe area		10	02:09
Thu 03/13/2025 11:56	City - Millet	2500025	06 Breathing Problems	55 Establish safe area		10	00:34
Fri 03/14/2025 17:10	County - Wetaskiwin (Extra Hours)	2500026	69 Structure Fire	55 Establish safe area		17	01:10
Sat 03/15/2025 08:57	City - Millet	2500027	52 Alarms	55 Establish safe area	FALSE	10	00:23
Thu 03/20/2025 11:51	County - Leduc (Extra Hours)	2500028	60 Gas Leak/ Gas Odour (Natural and LPG)	55 Establish safe area		8	01:09
Sat 03/22/2025 22:47	County - Wetaskiwin (Extra Hours)	2500029	71 Vehicle Fire	55 Establish safe area		9	01:21
Wed 03/26/2025 23:26	City - Millet	2500030	09 Cardiac Arrest	55 Establish safe area		10	00:47
Fri 03/28/2025 09:56	County - Leduc (Extra Hours)	2500031	77 Motor Vehicle Collision	55 Establish safe area		7	01:28
Sun 03/30/2025 11:23	City - Millet	2500032	17 Falls	55 Establish safe area		9	00:27
Mon 03/31/2025 06:16	County - Wetaskiwin	2500033	29 Traffic/ Transportation Incidents	55 Establish safe area		10	00:50

Total calls for City - Millet:	4
Total calls for County - Leduc:	1
Total calls for County - Leduc (Extra Hours):	3
Total calls for County - Wetaskiwin:	1
Total calls for County - Wetaskiwin (Extra Hours):	2
<b>Total calls:</b>	<b>11</b>
<b>Total Time:</b>	<b>10:53</b>

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## TOWN OF MILLET REQUEST FOR DECISION (RFD)

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**Meeting:** Regular Council  
**Meeting Date:** April 9, 2025  
**Agenda Item:** 11.1 Request for Utility Connection Agreement

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### **BACKGROUND/PROPOSAL**

The owner of the NE-32-47-24-4 being 4844 – 53 Avenue is proposing to develop a single dwelling residential property and is required to connect to the Town’s water and sanitary sewer systems.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

The Town’s Water and Sewer Regulation Bylaw requires property owners to connect to the municipal systems. The cost for the connection to the Town’s water and sanitary sewer system is significant and the property owner has requested that Council consider providing them the opportunity to have the total charges for the utility connections be levied on the tax roll over a five-year period.

### **COSTS/SOURCE OF FUNDING**

The total amount including the off-site levies is \$135,356.75 which is \$27,071.35 per year for five-years.

<b>Year</b>	<b>Amount</b>
2025	\$27,071.35
2026	\$27,071.35
2027	\$27,071.35
2028	\$27,071.35
2029	\$27,071.35

### **RECOMMENDED ACTION:**

That Council authorize administration to enter into a utility connection agreement with the owner of 4844 – 53 Avenue being tax roll 133901 to have the cost of the connection to the Town’s water and sanitary system paid by the Town and charged back on the tax roll over a five-year period.

## UTILITY REPAYMENT AGREEMENT

BETWEEN:

**TOWN OF MILLET**

(hereinafter referred to as “the Town”)

- and -

**HARPREET AND KANWALPREET SANDHU**

(hereinafter referred to as “the Property Owner”)

**WHEREAS** the Town under the authority of the Municipal Government Act, RSA 2000, Chapter M-26, Section 553(1)(a) is able to place the cost for the service connections of a municipal public utility as outlined in Section 35(4),

**AND WHEREAS** the Property Owner has title to 4844 – 53 Avenue which is legally described as NE-32-47-24-4 excepting thereout all mines and minerals (LINC 0010482230) and shall hereinafter referred to as the “Subject Lands”,

**AND WHEREAS** the Town Council has approved by motion \_\_\_\_\_ that the cost for the connection of the Subject Lands into the Town’s water and sanitary sewer system be added to the tax roll annually over a five-year period,

**NOW THEREFORE**, both parties agree to the following:

1. The cost to have the Subject Lands connected to the Town’s water and sanitary sewer system was \$131,979.75 (plus GST) from Cobra Mechanical – Excavation - Concrete. (Quote Dated March 21, 2025).
2. The off-site levy cost for connection to the Town’s water system is \$1,378.
3. The off-site levy cost for the connection to the Town’s sanitary sewer system is \$1,999.
4. The total cost to be reimbursed by the property owner for the water and sanitary sewer connection for this property is \$135,356.75.
5. The Town will pay for the costs identified in clause 1 thru 4 and will collect this amount over a five-year period from 2025 to 2029 with the annual portion placed on tax roll 133901.

6. The annual amounts to be charged to roll 133901 are as follows:

Year	Amount
2025	\$27,071.35
2026	\$27,071.35
2027	\$27,071.35
2028	\$27,071.35
2029	\$27,071.35

- 7. These charges placed on the tax roll are subject to the terms set out on the assessment and tax notice.
- 8. These charges are related to the property and shall be the responsibility of future owners.
- 9. The Property owner may at any time pay the outstanding balance.

This Agreement dated this \_\_\_ day of \_\_\_\_\_, 2025.

**TOWN OF MILLET**

\_\_\_\_\_

**HARPREET SANDHU**

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**KANWALPREET SANDHU**

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## TOWN OF MILLET REQUEST FOR DECISION (RFD)

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**Meeting:** Regular Council  
**Meeting Date:** April 9, 2025  
**Agenda Item:** 11.2 Millet Wellness Update

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### **BACKGROUND/PROPOSAL**

The following is an update on funding received by Millet Wellness as well as upcoming events.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Millet Wellness has received a contribution from the County of \$2,500 and a \$750 ParticipAction grant.

The following events will be occurring within the next three months:

- April 17<sup>th</sup> PD Day
- Drop in Gym
- Paint nights
- Mothers' day flower pots
- Fathers' day bird house building
- June 13 Community Picnic
- June archery
- June 27<sup>th</sup> end of school year PD day

We are looking for new ideas for drop in gym time, seniors programs and teen focused events.

### **COSTS/SOURCE OF FUNDING**

### **RECOMMENDED ACTION:**

That Council accept the list of upcoming events as information.