



**REGULAR COUNCIL MEETING AGENDA
TOWN OF MILLET**

**Wednesday, May 28th, 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 April 23rd, 2025 – Regular Meeting of Council
- 5.2 May 14th, 2025 – Spécial Meeting of Council

6.0 DELEGATIONS

7.0 REPORTS

- 7.1 Millet Library 2024 Financial Statements
- 7.2 WALA Minutes March 2025
- 7.3 Millet Fire Department Call History April 2025

8.0 BYLAWS

- 8.1 2025-05 Tax Bylaw
- 8.2 2025-07 Land Use Amendment

9.0 AGREEMENTS

- 9.1 Millet Library Agreement

10.0 CORRESPONDENCE

- 10.1 Municipal Affairs 2025 Local Government Fiscal Framework

11.0 NEW BUSINESS

- 11.1 FCSS Grant Requests 2025
- 11.2 Smiles Mental Health Sign & Grant Proposal
- 11.3 Millet Friends of Youth Society
- 11.4 Millet Show & Shine
- 11.5 Zamboni Maintenance Repairs
- 11.6 Millet Business Association Fee Waiver
- 11.7 Summer 2025 Municipal Leaders' Caucus
- 11.8 Millet Minor Ball Agriplex request

12.0 CLARIFICATION OF AGENDA

13.0 CLOSED SESSION

- 13.1 Land

14.0 ADJOURNMENT



**REGULAR MEETING OF COUNCIL
TOWN OF MILLET
APRIL 23rd, 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 #76/25 Adoption of Agenda | Moved by Councillor Starky that the April 23, 2025, agenda is hereby approved as amended: 11.4 Millet Cenotaph Work Required 11.5 Waste Fee Exemption – 474074B RR244 |
|--|---|

CARRIED

5.0 ADOPTION OF MINUTES:

| | |
|--|---|
| Res #77/25 Adoption of Minutes | Moved by Councillor Hogstead that the April 9, 2025, Regular Meeting of Council Minutes are hereby approved as amended. <i>Adjournment for In Camera should read 4:10 pm</i> |
|--|---|

CARRIED

| | |
|--|---|
| Res #78/25 Adoption of Minutes | Moved by Councillor Frost that the April 15, 2025, Special Meeting of Council Minutes are hereby approved as presented. |
|--|---|

*CARRIED***6.0 DELEGATIONS:****7.0 REPORTS:**

| | |
|--------------------------------------|---|
| Res # 79/25 Reports | Moved by Councillor Bennett that Council accepts the report presented as information. 7.1 WALA 2024 Audited Financial Statements 7.2 Millet Library January 2025 Minutes 7.3 Millet Library January 2025 Manager Report 7.4 Millet Library February 2025 Manager Report 7.5 Millet Library March 2025 Manager Report |
|--------------------------------------|---|

*CARRIED***8.0 BYLAWS: NONE****9.0 AGREEMENTS: NONE****10.0 CORRESPONDENCE: NONE****11.0 NEW BUSINESS:*****11.1 Regular Council Meeting dates***

| | |
|-------------------|---|
| Res #80/25 | Moved by Councillor Bennett that council cancels May 14 th , July 9 th , July 23 rd , August 13 th and August 27 th , 2025, Regular Council Meeting, and further that council approves July 16 th and August 20 th as amended dates. |
|-------------------|---|

*CARRIED****11.2 Millet Library Trustee Appointment***

| | |
|-------------------|--|
| Res #81/25 | Moved by Councillor Petrisor, that council appoint Jackie Peel to a second, three-year term with the Millet Library Board. |
|-------------------|--|

*CARRIED****11.3 Chamber Event Nisku Energy Show Breakfast with Danielle Smith***

| | |
|-------------------|--|
| Res #82/25 | Moved by Councillor Bennett that any councillors who wish to attend may. |
|-------------------|--|

CARRIED

11.4 Millet Cenotaph Work Required

| | |
|-------------------|---|
| Res #83/25 | Moved by Councillor Starky, that council authorize Millet Legion Branch 229 to improve pathways to the Millet Cenotaph. |
|-------------------|---|

*CARRIED***11.5 Waste Fee Exemption – 474074B RR244**

| | |
|-------------------|---|
| Res #84/25 | Moved by Councillor Petrisor that council approve exemption of waste pick up fees for 474067B RR244 effective April 23 rd 2025 |
|-------------------|---|

*CARRIED***12.0 CLARIFICATION OF AGENDA: *NONE*****13.0 ADJOURNMENT:**

Meeting adjourned at 4:12 pm

THESE MINUTES ADOPTED BY COUNCIL THIS __28th__ DAY OF __May__ 2025.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



**SPECIAL MEETING OF COUNCIL
TOWN OF MILLET
MAY 14th, 2025
Millet Civic Centre
4:00 p.m.**

PRESENT:

MAYOR

Doug Peel

COUNCILLORS

Susie Petrisor
Rebecca Frost
Gerdie Hogstead
Mat Starky
Mike Bennett

DIRECTOR OF DEVELOPMENT
DIRECTOR OF FINANCE

Lisa Novotny
Annette Gordon

Absent with regret
CAO
OFFICE & IT MANAGER

Lisa Schoening
Joyce Vanderlee

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 NEW BUSINESS:

3.1 Millet In Bloom – Fence Request

| | |
|-------------------|---|
| Res #85/25 | Moved by Councillor Bennet that Council approves the request of Millet in Bloom to replace the fencing at the Memorial Rose Garden with a 3-foot-high white vinyl fence in the amount of \$5,750.62 plus GST to be funded through the Millet in Bloom budget. |
|-------------------|---|

CARRIED

4.0 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.

| | |
|--|---|
| Res #86/25 <i>Adjournment</i> | Moved by Councillor Petrisor that the Regular Council Meeting temporarily adjourn, and council sit in Closed Session at 4:02 p.m. |
|--|---|

*CARRIED**Councillor Starky arrived at 4:04 pm*

| | |
|--|--|
| Res #87/25 <i>Reconvene</i> | Moved by Councillor Hogstead that the Regular Council Meeting reconvenes from Closed Session at 4:28 pm. |
|--|--|

*CARRIED***5.0 ADJOURNMENT:**

Meeting adjourned at 4:29 pm

THESE MINUTES ADOPTED BY COUNCIL THIS 28 DAY OF May 2025.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

TOWN OF MILLET LIBRARY BOARD
Financial Statements
For the Year Ended December 31, 2024

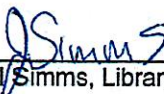
MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

The financial statements of Town of Millet Library Board have been prepared in accordance with Canadian public sector accounting standards. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances. These statements include certain amounts based on management's estimates and judgments. Management has determined such amounts based on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.

The integrity and reliability of Town of Millet Library Board's reporting systems are achieved through the use of formal policies and procedures, the careful selection of employees and an appropriate division of responsibilities. These systems are designed to provide reasonable assurance that the financial information is reliable and accurate.

The Board of Trustees is responsible for ensuring that management fulfills its responsibility for financial reporting and is ultimately responsible for reviewing and approving the financial statements. The Board meets periodically with management and the members' auditors to review significant accounting, reporting and internal control matters. The Board also considers, for review and approval by the members, the engagement or re-appointment of the external auditors.

The financial statements have been audited on behalf of the members by Metrix Group LLP, in accordance with Canadian generally accepted auditing standards.



Ms. Jill Simms, Library Manager

Millet, Alberta
April 10, 2025

INDEPENDENT AUDITORS' REPORT

To the Trustees of Town of Millet Library Board

Opinion

We have audited the financial statements of Town of Millet Library Board (the "Library Board"), which comprise the statement of financial position as at December 31, 2024, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Library Board as at December 31, 2024, and the results of its operations and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Library Board in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Library Board's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Library Board or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Library Board's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

(continues)



Independent Auditors' Report to the Trustees of Town of Millet Library Board (*continued*)

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Library Board's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Library Board's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Library Board to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

METRIX GROUP LLP

Chartered Professional Accountants


Edmonton, Alberta

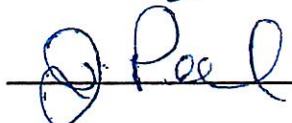
April 10, 2025

TOWN OF MILLET LIBRARY BOARD
Statement of Financial Position
As at December 31, 2024

| | 2024 | 2023 |
|--|-------------------|------------------|
| ASSETS | | |
| CURRENT | | |
| Cash | \$ 71,844 | \$ 90,450 |
| Investments (Note 2) | 30,000 | 1,000 |
| Accounts receivable | 2,096 | - |
| Goods and Services Tax recoverable | 1,047 | 1,745 |
| | <u>\$ 104,987</u> | <u>\$ 93,195</u> |
| LIABILITIES | | |
| CURRENT | | |
| Accounts payable and accrued liabilities | \$ 1,998 | \$ 2,020 |
| NET ASSETS | | |
| Unrestricted | 102,989 | 91,175 |
| | <u>\$ 104,987</u> | <u>\$ 93,195</u> |

ON BEHALF OF THE BOARD

 Trustee

 Trustee

The accompanying notes are an integral part of these financial statements

TOWN OF MILLET LIBRARY BOARD
Statement of Operations
For the Year Ended December 31, 2024

| | 2024 (Budget) (Note 7) | 2024 (Actual) | 2023 (Actual) |
|---|------------------------------|------------------|-------------------|
| REVENUE | | | |
| Government transfers (Note 3) | \$ 140,590 | \$ 145,131 | \$ 138,081 |
| Other grants | - | 15,500 | 15,600 |
| Book sales and donations | 300 | 6,525 | 6,346 |
| Fees and fines | 900 | 1,684 | 1,356 |
| Interest | - | 1,166 | 72 |
| Photocopier fees | 400 | 627 | 643 |
| | 142,190 | 170,633 | 162,098 |
| EXPENSES | | | |
| Salaries, wages and benefits | 129,265 | 124,189 | 118,987 |
| Programs | - | 15,587 | 14,509 |
| Office | 6,300 | 6,301 | 3,539 |
| Books and digital resource purchases | 2,700 | 6,061 | 3,413 |
| Capital assets expensed (Note 4) | 3,000 | 4,186 | 21,815 |
| Memberships and licenses | 200 | 1,807 | 1,682 |
| Meetings | 615 | 598 | 358 |
| Interest and bank charges | 60 | 60 | 60 |
| Advertising and promotion | 50 | 30 | 14 |
| | 142,190 | 158,819 | 164,377 |
| EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES | \$ - | \$ 11,814 | \$ (2,279) |

TOWN OF MILLET LIBRARY BOARD
Statement of Changes in Net Assets
For the Year Ended December 31, 2024

| | 2024 | 2023 |
|--|-------------------|------------------|
| NET ASSETS - BEGINNING OF YEAR | \$ 91,175 | \$ 93,454 |
| Excess (deficiency) of revenue over expenses | <u>11,814</u> | <u>(2,279)</u> |
| NET ASSETS - END OF YEAR | <u>\$ 102,989</u> | <u>\$ 91,175</u> |

TOWN OF MILLET LIBRARY BOARD
Statement of Cash Flows
For The Year Ended December 31, 2024

| | 2024 | 2023 |
|--|-----------|------------|
| OPERATING ACTIVITIES | | |
| Excess (deficiency) of revenue over expenses | \$ 11,814 | \$ (2,279) |
| Changes in non-cash working capital: | | |
| Accounts receivable | (2,096) | 329 |
| Goods and Services Tax recoverable | 698 | (430) |
| Accounts payable and accrued liabilities | (22) | (635) |
| | (1,420) | (736) |
| | 10,394 | (3,015) |
| INVESTING ACTIVITIES | | |
| Purchase of investments | (30,000) | - |
| Redemption of investments | 1,000 | - |
| | (29,000) | - |
| DECREASE IN CASH FLOWS | (18,606) | (3,015) |
| CASH - BEGINNING OF YEAR | 90,450 | 93,465 |
| CASH - END OF YEAR | \$ 71,844 | \$ 90,450 |

TOWN OF MILLET LIBRARY BOARD
Notes to Financial Statements
Year Ended December 31, 2024

PURPOSE OF LIBRARY BOARD

The Town of Millet Library Board (the "Library Board") was originally founded in 1953 and is a member of the Yellowhead Regional Library System. The Library Board is funded by grants from all levels of government and by donations from the public.

The Town of Millet Library Board endeavours to serve the educational, cultural, social and recreational needs of the people of Millet and the surrounding district by assembling, making available, promoting, preserving and disposing of organized collections of library materials, library services, program events and exhibits.

The Library Board, as a registered charity under the *Income Tax Act* ("the Act"), is exempt from income tax and may issue receipts to donors for tax deductible donations. In order to maintain its status as a registered charity under the Act, the Society must meet certain requirements within the Act. In the opinion of management, these requirements have been met.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of presentation

The financial statements have been prepared in accordance with Canadian public sector accounting standards using the standards applicable to government not-for-profit organizations set out in the CPA Canada handbook - Public Sector Accounting as issued by the Accounting Standards Boards in Canada and include the following significant policies:

(b) Revenue recognition

Town of Millet Library Board follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Book sales and donations, fees and fines, photocopier fees and interest are recognized as revenue in the period earned.

(c) Contributed materials and services

The operations of the Library Board depend on both the contribution of time by volunteers and donated materials from various sources. The fair value of donated materials and services cannot be reasonably determined and are therefore not reflected in these financial statements.

(d) Capital assets

Capital assets are recorded as expenses in the year they are acquired.

(e) Internally restricted net assets

Internally restricted net assets consist of funds that have been restricted for use in future years.

(f) Investments

Investments consist of Guaranteed Investment Certificates with maturities of less than twelve months.

(continues)

TOWN OF MILLET LIBRARY BOARD
Notes to Financial Statements
Year Ended December 31, 2024

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

(g) Measurement uncertainty

The preparation of financial statements in conformity with Canadian public sector accounting standards for government not-for-profit organizations requires management to make estimates and assumption that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amount of revenues and expenses during the reporting period. Significant areas requiring the use of management's estimates include the amount of accrued liabilities. Such estimates are periodically reviewed and any adjustments necessary are reported in the statement of operations in the period they become known. Actual results could differ from these estimates.

(h) Financial instruments

Measurement of financial instruments

The Library Board initially measures its financial assets and financial liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly attributable to the instruments.

The Library Board subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in excess of revenue over expenses.

Financial assets measured at amortized cost include cash, investments and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

The Library Board has no financial assets measured at fair value.

Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in excess of revenue over expenses. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in excess of revenue over expenses.

Transaction costs

The Library Board recognizes its transaction costs in excess of revenue over expenses in the period incurred. However, the carrying amount of the financial instruments that will not be subsequently measured at fair value is reflected in the transaction costs that are directly attributable to their organization, issuance or assumption.

TOWN OF MILLET LIBRARY BOARD
Notes to Financial Statements
Year Ended December 31, 2024

2. INVESTMENTS

| | <u>2024</u> | <u>2023</u> |
|-----------------------------------|------------------|-----------------|
| Guaranteed Investment Certificate | <u>\$ 30,000</u> | <u>\$ 1,000</u> |

The Guaranteed Investment Certificates bear interest at a fixed rate of 4.25 - 5.00% (2023 - 1.35%) per annum and have maturity dates of April 18, 2025 and April 18, 2026.

3. GOVERNMENT TRANSFERS

| | <u>2024</u> | <u>2023</u> |
|------------------------------------|-------------------|-------------------|
| Town of Millet | \$ 94,374 | \$ 89,784 |
| County of Wetaskiwin Library Board | 30,865 | 28,405 |
| Province of Alberta | <u>19,892</u> | <u>19,892</u> |
| | <u>\$ 145,131</u> | <u>\$ 138,081</u> |

4. CAPITAL ASSETS CHARGED TO THE STATEMENT OF OPERATIONS

The cost of capital assets held by the Library Board is as follows:

| | <u>2024</u> | <u>2023</u> |
|-----------------------------------|-------------------|-------------------|
| Balance, Beginning of Year | \$ 220,428 | \$ 198,613 |
| Furniture, shelving and equipment | 1,186 | 16,290 |
| Computer equipment | <u>3,000</u> | <u>5,525</u> |
| | <u>\$ 224,614</u> | <u>\$ 220,428</u> |

TOWN OF MILLET LIBRARY BOARD
Notes to Financial Statements
Year Ended December 31, 2024

5. RELATED PARTY TRANSACTIONS

The Library Board is related to the Town of Millet in that they act as partners with common objectives and their operations complement each other. The following is a summary of the Library Board's related party transactions:

| | <u>2024</u> | <u>2023</u> |
|--|------------------|------------------|
| <i>Revenue</i> | | |
| Government transfers for operating | \$ 94,374 | \$ 89,784 |
| <i>Expenses paid on behalf of the Library Board that are not recorded in the Statement of Operations</i> | | |
| Regional library appropriation | 8,576 | 7,895 |
| Repairs and maintenance | 2,404 | 4,662 |
| Insurance | 1,437 | - |
| Professional fees | 2,750 | 2,560 |
| Utilities | 506 | 532 |
| | <u>\$ 15,673</u> | <u>\$ 15,650</u> |

6. FINANCIAL INSTRUMENTS

The Library Board is exposed to various risks through its financial instruments. It is management's opinion that the Library Board is not exposed to significant credit, liquidity, market, interest rate, currency, or other price risk arising from these financial instruments.

7. BUDGET

The budget presented in these financial statements are based on the budget approved by the Board on November 14, 2023.

MINUTES

| | | | |
|----------------------|-------------------------|-------------------------|------------------------|
| County of Wetaskiwin | Kathy Rooyakkers | Ken Adair | Lynn Carwell (regrets) |
| City of Wetaskiwin | Wayne Neilson (regrets) | Joe Branco (regrets) | |
| Town of Millet | Gerdie Hogstead | | |
| Metrix Group | Curtis Friesen | | |
| The Bethany Group | Carla Beck | Shannon Holtz (regrets) | Amanda Leckie |
| | Melodie Stol (recorder) | | |

| | | | |
|----|--|--|--|
| 1. | <p>Call to Order</p> <p>The meeting was called to order at 9:00am by Board chair Kathy Rooyakkers.</p> | | |
| 2. | <p>Review of Agenda</p> <p>WALA 25-03-01 MOVED by G. Hogstead to approve the March 26, 2025 Agenda as presented. CARRIED</p> | | |
| 3. | <p>Delegation – Metrix Group Presentation of the 2024 Audited Financial Statements</p> <p>Curtis Friesen from Metrix Group reviewed the 2024 Audited Financial Statements.</p> <p>Good audit process with all testing going smoothly. No issues were noted.</p> <p>Reviewed the Statement of Financial Position, Statement of Operations and notes.</p> <p>Overall, revenue and expenses close to the previous year. Surplus to unrestricted reserves, noting that contract negotiations are continuing.</p> <p>WALA 25-03-02 MOVED by K. Adair to approve the 2024 Audited Financial Statements as presented. CARRIED</p> | | |
| 4. | <p>Approval of Minutes</p> <p>WALA 25-03-03 MOVED by K. Adair to approve the December 4, 2024 Organizational and Regular meeting minutes as presented. CARRIED</p> | | |
| 5. | Correspondence | | |
| | a. | Items circulated by email January 31, 2025 | |

Wetaskiwin & Area Lodge Authority
March 26, 2025 @ 9:00am
County of Wetaskiwin Municipal Offices

| | | |
|----|--|--|
| | WALA 25-03-04 MOVED by G. Hogstead to accept the Correspondence as information. CARRIED | |
| 6. | Reports | |
| | a. | Financial Reports – for the 2 months ending February 28, 2025 Review of financial statements and accompanying notes. Early in the year, small surplus and no other significant changes. |
| | b. | Occupancy Stats to February 28, 2025 Couple's suite in Peace Hills vacant, and a move-in at West Pine. Good feedback from the new resident telling others in the community about his positive experience so far at the lodge. Seeing improved participation in activities. |
| | c. | CAO Report Provincial budget includes an increase of the LAP grant from \$20.50 to \$21.50. Department has shared they hope to see this increase annually with COLA. ASCHA budget analysis attached. Collective bargaining is continuing. Resident spring meeting dates April 7 at Peace Hills and April 15 at West Pine. CMR budgets have not yet been received. Still waiting for the West Pine formal announcement anticipated with the CMR information. Nurse call system components have been ordered. Lodge events, Facebook page info and spring menu review and feedback with residents. Participating in the City of Wetaskiwin Housing Needs Assessment. Kathy attending ASCHA conference March 30-April 2. |
| | WALA 25-03-05 MOVED by K. Adair to accept the Reports as information. CARRIED | |
| 7. | New Business | |
| | a. | Audited Financial Statements 2024 (see delegation) |
| | b. | West Pine update |



Wetaskiwin & Area Lodge Authority
March 26, 2025 @ 9:00am
County of Wetaskiwin Municipal Offices

| | | |
|----|--|--|
| | | Carla will email the board once the formal announcements for CMR are received. Discussion on approach to the work, creating a project implementation plan that will minimize resident disruption. |
| 8. | Next Meeting Wednesday May 7, 2025 at 9:00am at the County of Wetaskiwin Council Chambers | |
| 9. | Adjournment WALA 25-03-06 | MOVED by G. Hogstead to adjourn the March 26, 2025 meeting at 9:38am. CARRIED |

Kathy Rooyackers, Board Chair
Wetaskiwin & Area Lodge Authority

Carla Beck, CEO
The Bethany Group

May 7, 2025

Date

May 7, 2025

Date

Caring Communities



**Millet Fire Department
Call History Report by Date
4/1/2025 - 4/30/2025**

| Date | Type | Incident # | Incident Type | Primary Action | # Of Attendees | Total Time |
|----------------------|-----------------------------------|------------|--|--|----------------|------------|
| Wed 04/02/2025 13:45 | County - Wetaskiwin | 2500034 | 23 Overdose/ Poisoning (Ingestions) | 55 Establish safe area | 8 | 00:40 |
| Sat 04/05/2025 12:48 | County - Wetaskiwin | 2500035 | 10 Chest Pain (Non-Traumatic) | 55 Establish safe area | 12 | 00:52 |
| Sun 04/06/2025 06:14 | County - Wetaskiwin (Extra Hours) | 2500036 | 29 Traffic/ Transportation Incidents | 55 Establish safe area | 14 | 02:04 |
| Mon 04/07/2025 23:18 | County - Leduc | 2500037 | 29 Traffic/ Transportation Incidents | 55 Establish safe area | 12 | 01:03 |
| Wed 04/09/2025 19:38 | City - Millet | 2500038 | 52 Alarms <i>False</i> | 80 Information, Investigation & enforcement, other | 17 | 00:08 |
| Thu 04/10/2025 21:24 | County - Wetaskiwin (Extra Hours) | 2500039 | 67 Outside Fire | 55 Establish safe area | 16 | 01:49 |
| Sat 04/12/2025 21:24 | County - Leduc | 2500040 | 67 Outside Fire | 55 Establish safe area | 0 | 00:46 |
| Sun 04/13/2025 07:17 | County - Wetaskiwin | 2500041 | 26 Sick Person (Specific Diagnoses) | 55 Establish safe area | 13 | 00:37 |
| Sun 04/13/2025 14:55 | County - Wetaskiwin (Extra Hours) | 2500042 | 82 Vegetation/ Wildland/ Brush/ Grass Fire | 55 Establish safe area | 16 | 01:18 |
| Sun 04/13/2025 17:39 | City - Millet | 2500043 | 77 Motor Vehicle Collision | 55 Establish safe area | 18 | 01:33 |
| Mon 04/14/2025 21:41 | City - Millet | 2500044 | 52 Alarms <i>False</i> | 55 Establish safe area | 10 | 00:37 |
| Tue 04/15/2025 10:34 | City - Wetaskiwin (Mutual Aid) | 2500045 | 65 Mutual Aid/ Assist Outside Agency | 55 Establish safe area | 9 | 00:58 |
| Tue 04/15/2025 16:04 | County - Leduc (Extra Hours) | 2500046 | 65 Mutual Aid/ Assist Outside Agency | 55 Establish safe area | 0 | 02:24 |
| Thu 04/17/2025 12:24 | City - Millet | 2500047 | 12 Convulsions / Seizures | 55 Establish safe area | 0 | 00:21 |
| Fri 04/18/2025 22:31 | County - Wetaskiwin | 2500048 | 10 Chest Pain (Non-Traumatic) | 65 Establish safe area | 11 | 00:45 |
| Wed 04/23/2025 02:49 | County - Wetaskiwin (Extra Hours) | 2500049 | 71 Vehicle Fire | 55 Establish safe area | 10 | 02:25 |
| Fri 04/25/2025 11:02 | County - Leduc (Extra Hours) | 2500050 | 82 Vegetation/ Wildland/ Brush/ Grass Fire | 65 Establish safe area | 11 | 02:47 |
| Fri 04/25/2025 16:26 | County - Wetaskiwin (Extra Hours) | 2500051 | 65 Mutual Aid/ Assist Outside Agency | | 11 | 03:55 |

| | |
|---|---|
| Total calls for City - Millet: | 4 |
| Total calls for City - Wetaskiwin (Mutual Aid): | 1 |
| Total calls for County - Leduc: | 2 |
| Total calls for County - Leduc (Extra Hours): | 2 |
| Total calls for County - Wetaskiwin: | 4 |

SM



**Millet Fire Department
Call History Report by Date
4/1/2025 - 4/30/2025**

| | | |
|---|-------|-----------------------------|
| Total calls for County - Wabashwin (Extra Hours): | 5 | |
| Total calls: | 18 | Avg. Call Attendance: 10.44 |
| Total Time: | 25:00 | |



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: May 28, 2025
Agenda Item: Bylaw 2025-05 Tax Rate Bylaw

BACKGROUND/PROPOSAL

Each year the Town of Millet must pass a property tax bylaw which includes the following tax rates:

- Municipal Taxes
- Education Requisition
- Seniors Requisition

The municipal property tax rate is calculated by dividing the operating budget for the town by the assessed value of taxable properties. The Town of Millet's 2025 operating budget requires \$2,242,667 to be raised through municipal taxes, however with increased assessments, the municipal rates have decreased from the 2024 rates.

The proposed bylaw also includes two requisitions, education and seniors. The municipal and seniors tax rates are both proposed to decrease however there is a significant increase to the education property tax the Town is required to collect on behalf of the Province of Alberta.

The Town of Millet bylaw collected 71% from residential and 29% from non-residential.

COSTS

RECOMMENDATION

That Council give first reading to Bylaw 2025-05.

That Council give second reading to Bylaw 2025-05.

That Council give unanimous consent to third reading of Bylaw 2025-05.

That Council give third and final reading to Bylaw 2025-05.

BYLAW # 2025-05
A BYLAW OF THE TOWN OF MILLET
IN THE PROVINCE OF ALBERTA
TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST
ASSESSABLE PROPERTY WITHIN THE TOWN OF MILLET FOR THE 2025
TAXATION YEAR.

WHEREAS the Town of Millet has prepared and adopted detailed estimates of the municipal reserves and expenditures as required, at the Regular Council meeting held on May 28, 2025, and

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for the Town of Millet for 2025 total \$ 4,812,612; and

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$2,569,945 and the balance of \$2,242,667 is to be raised by general municipal taxation;

WHEREAS, the estimated amount required to repay principal debt to be raised by general municipal taxation is \$109,110. and;

WHEREAS, the estimated amount required for current year capital expenditures to be raised by general municipal taxation is \$162,600. and;

WHEREAS, the estimated amount required for future financial plans to be raised by municipal taxation is \$304,192. And;

WHEREAS, the requisitions are:

| | Requisition | Prior Year (Over)/Under Levy | Total |
|-------------------------------------|--------------------|---|--------------|
| Alberta School Foundation Fund | | | |
| · Residential/Farmland | \$515,036 | \$39,299 | \$554,335 |
| · Non-Residential | \$129,356 | \$32,959 | \$162,315 |
| Wetaskiwin and Area Lodge Authority | \$50,115 | \$7 | \$50,128 |
| Designated Industrial | \$304 | \$0 | \$304 |

WHEREAS, the Council of the Town of Millet is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and requisitions; and;

WHEREAS, the assessed value of all taxable in the Town of Millet as shown on the assessment roll is:

| | |
|------------------------|----------------------|
| Residential & Farmland | \$211,247,040 |
| Annexed Residential | \$1,849,600 |
| Non-Residential | \$51,173,630 |
| Designated Industrial | \$4,361,320 |
| Machinery & Equipment | \$131,590 |
| Total | \$268,763,180 |

NOW THEREFORE, under the authority of the *Municipal Government Act*, Chapter M-26, Revised Statutes of Alberta 2000, the Council of the Town of Millet in the Province of Alberta enacts as follows:

THAT, the Chief Administrative Officer is hereby authorized to levy the following rates expressed in mills of taxation on the assessed value of all taxable property as shown on the assessment roll of the Town of Millet:

Residential

| | |
|---------------------------------------|----------------|
| For Municipal purposes | 7.5079 |
| For Alberta School Foundation Fund | 2.6019 |
| For Wetaskiwin & Area Lodge Authority | <u>0.1898</u> |
| Total Residential Mill Rate: | 10.2996 |

Annexed Residential

| | |
|---|---------------|
| For Municipal purposes | 3.3868 |
| For Alberta School Foundation Fund | 2.6019 |
| For Wetaskiwin & Area Lodge Authority | <u>0.1898</u> |
| Total Annexed Residential Mill Rate: | 6.1785 |

Non-Residential

| | |
|---|----------------|
| For Municipal purposes | 12.6780 |
| For Alberta School Foundation Fund | 3.1773 |
| For Wetaskiwin & Area Lodge Authority | <u>0.1898</u> |
| Total Non-Residential Mill Rate: | 16.0451 |

Designated Industrial (*in addition to non-residential rates*)

| | |
|---|---------------|
| For Provincial Requisition | <u>0.0701</u> |
| Total Designated Industrial Mill Rate: | 0.0701 |

Machinery and Equipment

| | |
|---|----------------|
| For Municipal purposes | <u>12.6780</u> |
| Total Machinery & Equipment Mill Rate: | 12.6780 |

AND FURTHER THAT this Bylaw shall take effect on the date of third and final reading.

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

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

Read a third time and finally passed this _____ day of _____, A.D., 2025.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



TOWN OF MILLET REQUEST FOR DECISION (RFD)

| | |
|----------------------|---|
| Meeting: | Regular Council Meeting |
| Meeting Date: | May 28, 2025 |
| Agenda Item: | Bylaw 2025-06 Amendment to the Land Use Bylaw 2018-11, Addition of Data Centre Facilities to M - Industrial District Regulations |

BACKGROUND/PROPOSAL

The Province of Alberta has established Alberta's Artificial Intelligence (AI) Data Centres Strategy which aims to make Alberta an attractive place to build AI data centres in North America. To that end, many municipalities in Alberta are modifying their land use bylaws to incorporate data centres as a use within industrial districts.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Bylaw 2025-06 proposes the addition of the following to Land Use Bylaw 2018-11:

- Addition of a definition for a Data Centre Facility
- Addition of Data Centre Facility as a permitted use in the M – Industrial District Regulations
- Addition of specific use regulations for Data Centre Facilities.

Bylaw 2025-06 works toward the Province's goal of reducing red tape and creating a business-friendly environment to facilitate the establishment of AI data centres in the province.

COSTS/SOURCE OF FUNDING

NA

RECOMMENDED MOTION:

That Council give first reading to Bylaw 2025-06.

That Council schedule a public hearing for Bylaw 2025-06 for June 28, 2025 at 4:00 pm in Council Chambers at 4528 – 51 Street. Virtual attendance for the public hearing is also available on zoom using Meeting ID: 891 6092 5118 and Passcode: 782440.

ALTERNATIVE MOTION:

That Council table Bylaw 2025-06.

BYLAW NO. 2025-06
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 640(1) gives the authority for a land use bylaw to prohibit or regulate and control the use and development of land and buildings in a municipality;

AND WHEREAS, Council for the Town of Millet has approved Land Use Bylaw 2018-11;

AND WHEREAS, Council deems it desirable to amend the Land Use Bylaw 2018-11 to include provisions for Data Centre Facility;

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

1. That the following definition be added to Part 2 Definitions:
DATA CENTRE FACILITY means a large-scale facility designed to house extensive computer systems and associated components, for supporting cloud computing, data security, data storage, management and processing digital media, information and applications. This facility encompasses ancillary structures that support its primary function, including but not limited to administrative offices, educational and training facilities, maintenance facilities, substations, and security buildings.
2. That 6.12.2.8A be added to the M-Industrial District Regulations Permitted Uses as follows:
8A. Data Centre Facility
3. That the specific use regulation for a Data Centre Facility be added as Section 8.45 as follows:
8.45 Development and Environmental Controls
 1. Comprehensive plans shall be submitted satisfaction of the Development Authority as part of a Development Permit Application.
 2. Data Centre Facility must include appropriate environmental controls to manage heat, noise and emissions.

3. The Development Authority may require the applicant for a Data Centre Facility to provide proposed mitigation measures for odor, dust, traffic, noise and visual impact of the development.
4. A noise attenuation study conducted by a qualified professional may be required by the Development Authority. If deemed necessary, a noise mitigation plan that may include noise monitoring system may also be required.
5. The Development Authority shall require the applicant to enter into a comprehensive development agreement with the Town related to the provision of municipal services and other such matters deemed necessary by the Development authority as a condition of the issuance of a development permit for the intended use.

4. That Bylaw 2025-07 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

LEASE AGREEMENT

Dated this _____ day of _____, 20__

BETWEEN:

THE TOWN OF MILLET

A municipal corporation in the Province of Alberta

(hereinafter referred to as "the Town")

- and -

THE TOWN OF MILLET LIBRARY BOARD

(hereinafter referred to as the "Library")

WHEREAS the Town is the registered owner of the land and buildings located at 4528 – 51 Street legally described as:

PLAN 1921473

BLOCK 11

LOT 2

Excepting thereout all mines and minerals

AND WHEREAS, the Library wishes to lease 5,430 square feet +/- of building space from the Town for use as the Millet Library as shown on Schedule A for demonstrative purposes only;

AND WHEREAS, the lease area does not include the lands, only the building space;

NOW THEREFORE, both parties agree to the following:

1. TERM

- a. The term of this lease agreement is for ten (10) years commencing April 16, 2025.

2. FEE

- a. The Millet Library Board shall pay \$1 per year for the use of the space defined within this agreement.

3. USE

- a. The Library shall have the right to use the leased space to operate the Millet Library.

- b. The Library has the right to decorate the leased area and any such costs are the responsibility of the Library, and the fixtures added by the Library shall be their property.
- c. Any proposed renovations by the Library to the leased area that would affect the use or require safety code permits, must be approved by the Town prior to commencement. The cost of any renovations will need to be negotiated by the Town and Library prior to commencement of any renovations.
- d. The Library shall permit the Town and its representatives to enter upon the premises at any time during the term to view the state of repair and conduct any inspections deemed necessary by the Town with 24 hours notice provided by phone or email to the Library.
- e. The Town shall have full authority in the case of an emergency to enter the building without prior notification. Emergency shall be defined for the purposes of this agreement as a serious, unexpected, and often dangerous situation requiring immediate action.

4. MAINTENANCE

- a. The Town shall be responsible for all day to day and long-term maintenance of the structure, electrical, plumbing and mechanical systems.
- b. The Town shall provide two hours of caretaking services per week at no cost to the Library.
- c. The Library shall be responsible for all other caretaking requirements.
- d. The Library shall be solely responsible for all necessary health and safety requirements.

5. UTILITIES

- a. The Town will be responsible for all charges related to water, sewer, garbage, power, gas, and office telephone.
- b. All other charges for utilities shall be at the expense of the Library including security systems.

6. TAXES AND FEES

- a. The Library shall be responsible for any taxes and fees related to the use of the leased area.

7. INSURANCE

- a. The Town shall insure the leased area and it's contents on a replacement cost basis subject to an each and every claim deductible of \$5,000.
- b. The Town shall maintain in force comprehensive general liability insurance throughout the term of this lease for an amount of not less than \$5,000,000 for any one occurrence that may arise through the ownership of the leased area and\or the regular operations of the Library.
- c. The deductible shall be the responsibility of the Town except for cases of gross negligence by the Library when they shall become solely responsible for the deductible cost.
- d. The Library shall inform the Town of the true replacement cost of the contents of the Library on an annual basis.

8. AMENDMENT, RENEWAL OR TERMINATION OF THE LEASE

- a. The Library shall have the first right to renew the lease agreement for an additional five (5) years provided the same terms outlined in this agreement.
- b. Upon mutual consent, this agreement may be amended.
- c. This agreement may be terminated by either party if written notice is provided to the other party ninety (90) ninety days in advance of the proposed termination date.
- d. If the Town wishes to terminate the lease, the Town is responsible to secure an alternate location which is acceptable to both parties. The Town would also be solely responsible for the cost of relocation in this situation.

9. GENERAL

- a. The validity and interpretation of this Agreement and of each part hereof shall be governed by the laws of the Province of Alberta.
- b. The parties to this Agreement shall execute and deliver all further documents and assurances necessary to give effect to this Agreement and to discharge the respective obligations of the parties.
- c. A waiver by either party hereto of the strict performance by the other of any covenant or provision of this Agreement shall not, of itself, constitute a waiver of any subsequent breach of such covenant or provision or any other covenant or provision of this Agreement.
- d. Whenever under the provisions of this Agreement any notice, demand or request is required to be given by either party to the other, such notice, demand or request may be given by delivery by hand to, or by registered mail sent to, the respective addresses of the parties being:

Town of Millet
PO Box 270
Millet, AB T0C 1Z0
Phone: (780) 387-4554
Attention: Chief Administrative Officer

AND

Millet Library
PO Box 30
Millet, AB T0C 1Z0
Phone: (780) 387-5222
Attention: Library Board Chair

- e. Provided, however, that such addresses may be changed upon Ten (10) days notice; if a notice is mailed it is deemed to be received Seven (7) days from the date of mailing; and provided, further, that if in the event that notice is to be served at a time when there is an actual or anticipated interruption of mail service affecting the delivery of such mail, the notice shall not be mailed but shall be delivered by courier or by hand.
- f. This Agreement shall not be assignable by the Library without the express written approval of the Municipality. Such approval may be withheld by the Municipality in its discretion.
- g. Time shall in all respects be of the essence in this Agreement.

10. EXECUTION OF AGREEMENT

- a. Both parties hereby acknowledge that it is hereby executing this Agreement having been given the full opportunity to review the same.

IN WITNESS WHEREOF the parties hereto have affixed their corporate seals, duly attested by the hands of their respective proper officers in that behalf, as of the day and year first above written.

TOWN OF MILLET

Per: _____

Mayor

Per: _____

Chief Administrative Officer

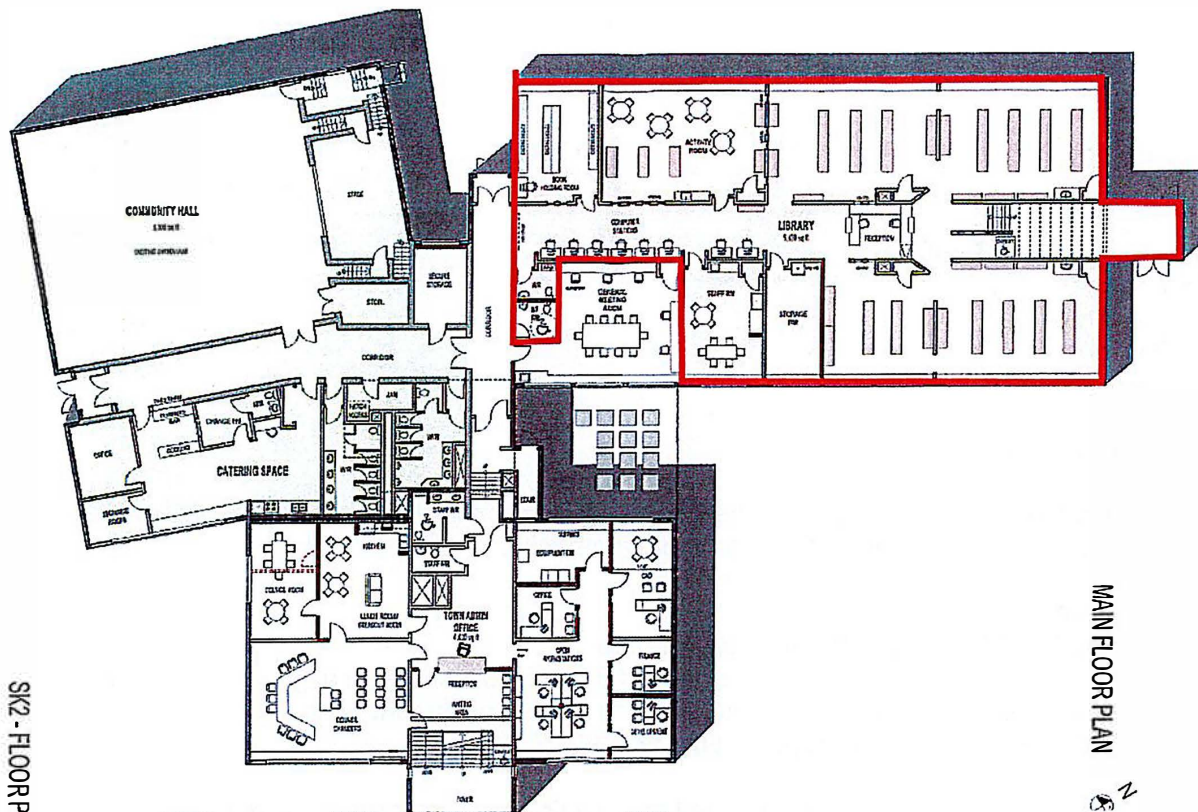
MILLET LIBRARY

Per: _____

Per: _____

SCHEDULE A

LEASED AREA
HIGHLIGHTED IN RED FOR DEMONSTRATIVE PURPOSES





ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR118837

May 12, 2025

His Worship Doug Peel
Mayor
Town of Millet
PO Box 270
Millet AB T0C 1Z0

Dear Mayor Peel:

I am pleased to provide correspondence for your record confirming the 2025 Local Government Fiscal Framework (LGFF) allocations for your community.

For the Town of Millet:

- The 2025 LGFF Capital allocation is \$435,956.
 - This includes \$14,846 in needs-based funding allocated to local governments with a population less than 10,000 and a limited local assessment base.
- The 2025 LGFF Operating allocation is \$145,758.

LGFF Capital is a legislated program aimed at providing local governments with substantial notice of their future infrastructure funding. As indicated on the program website, in 2026, your community will be eligible for \$424,622. Information on 2027 LGFF Capital allocations will be shared with local governments this fall, after growth in provincial revenues between 2023/24 and 2024/25 has been confirmed and used to calculate 2027 program funding.

Information on LGFF funding for all local governments is available on the LGFF website at www.alberta.ca/LGFF.

We look forward to our continued partnership through the LGFF program to build strong and prosperous communities across our province.

Sincerely,

Ric McIver
Minister

cc: Lisa Schoening, Chief Administrative Officer, Town of Millet



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: May 28 2025
Agenda Item: 11.1 FCSS Grant Requests 2025

BACKGROUND/PROPOSAL

FCSS grant applications are due by March 31 of each year, and the grants are then brought before council for approval to help with programs within the community.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

N/A

COSTS/SOURCE OF FUNDING

FCSS grant 80%, and 20% municipal contributions.

RECOMMENDATION

Council to decide which grants to approve, after accounting for internal programing and leaving \$5,000 for unanticipated needs of the community. This would leave **\$31,000** to be allocated for grant requests, leaving **\$24,360** to be cut from the requests below.

Grant Requests:

District Recreational Agricultural Society - \$14,000 – Harvest Fair
Millet Public Library – \$7,900 Children’s Programing
Millet Public Library - \$750 Volunteer Appreciation
Millet and District Historical Society - \$9,000 – Children’s Summer Programing
Millet and District Historical Society - \$6,000 – Special events programing
Millet and District Historical Society - \$1,350 – Volunteer appreciation
Millet & District Arts N crafts Guild - \$1,000 - Volunteer Appreciation
Millet & District Seniors - \$1,250 – Transportation
Millet & District Lions Club - \$2,500.00 – Community Awards night

Santa Claus Parade - \$1,500

Millet Fish & Game - \$2,000 – Community Programing

Millet Business Association - \$1,000 – Canada Day celebration

Millet Youth Society - \$6,000 – FOTHYs Comedy Show

Horizons - \$1,110 – Utility folding

Total amount of requests: 55,360



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting

Meeting Date: May 28 2025

Agenda Item: 11.2 Smiles Mental Health Sign & Grant Proposal

BACKGROUND/PROPOSAL

Subject: Mental Health Sign Grant & Art Proposal

Dear Mayor and Council,

SMILES Nonprofit Society and the team are pleased to inform you that we have received another RMH Animator grant to fund a permanent sign promoting mental health resources in conjunction with student artwork into the sign's design through a graffiti art contest where cash prizes up to \$1000 will be given and half to a choice of charity by the winners.

The date to mark on your calendar is September 20, 2025 at the Millet Fish & Game same as last year. There will be food, music, entertainment, outdoor games, mental health speaker, swag and the art winner will be working on the sign.

This initiative will not only engage the community but also create a visually impactful and relevant message within the town. We believe this location offers the greatest potential for our target audience which is the youth. The proposed sign location for your review and approval is between the Millet Fish & Game and One Accord. Thank you for your kind attention and we look forward to hearing from you.

Please send the information for a sign so we have the correct dimensions etc. for it to comply with your bylaws.

Sincerely,

Rita-anne Fuss
Executive Director for SMILES
Animator for Millet, Alberta
780-441-5340 text or call

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

N/A

COSTS/SOURCE OF FUNDING

RECOMMENDATION



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting

Meeting Date: May 28 2025

Agenda Item: 11.3 Friends of Millet Youth Society

BACKGROUND/PROPOSAL

Friends of the Millet Youth society is wondering if council would like to barbecue hotdog for our grand opening on August 9, 2025. The event will be taking place from 11 AM to 2 PM.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

N/A

COSTS/SOURCE OF FUNDING

RECOMMENDATION



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: May 28 2025
Agenda Item: 11.4 Millet Show & Shine

BACKGROUND/PROPOSAL

We would like to invite Mayor Doug Peel to present mayor's choice award plaque at the Millet show and shine July 5, 2025 at 1 PM.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

N/A

COSTS/SOURCE OF FUNDING

RECOMMENDATION



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: May 28, 2025
Agenda Item: 11.5 Zamboni Maintenance Repairs

BACKGROUND/PROPOSAL

During the last hockey season, we have found multiple issues pertaining to the Zamboni which could lead to a possible breakdown during the next season's operations. We have taken the Zamboni in to be inspected from Industrial Machine (The Supplier) and they have identified \$10,681.94 in repairs that need to be made, including \$507.71 in taxes.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Discussion

- The Zamboni is slated to be replaced in 2030 which is still 5 years out (about the same time in which these issues accumulated).
- Some of the issues, if not corrected, will disrupt our operations next season with an anticipated breakdown.
- Some of the issues with the Zamboni are safety related.
- I have asked for a new quote for immediate items that must be corrected this year, and what can be staggered to be completed next year.

Options

- Do not make any repairs in which we will still be charged a fee of around \$950.00 to put the machine back together.
- Have all items corrected on the original quote of \$10,681.94 which should carry us through until replacement, no promises though.
- Stagger the repairs with the critical repairs being done now for \$6798.19 which includes \$323.72 in taxes, then the rest being completed in 2026.

Benefits

- The benefit of having all the repairs completed now is a piece of equipment that has all repairs completed without worrying about breakdowns and/or safety issues.
- The benefit of having the critical repairs done now and putting some work off until next year would be staggering the cost of the repairs over 2 different budget years.
- Another benefit of having all repairs completed would be to lock in the cost of the repairs at the price quoted. Leaving some repairs until next year could see these repairs go up in price or, having put off some repairs creating more problems.

Disadvantages

- Having completed full repairs is at a high cost in this budget year.
- The cost of leaving some repairs until next year could come in at a higher cost next year.
- We could be compromising the safety of the staff and public by not completing all recommended repairs.
- We could have a breakdown mid-season due to malfunctioning equipment.

COSTS/SOURCE OF FUNDING

I did receive a quote for \$10,681.94 for the completion of all repairs as well as a quote for \$6798.19 for partial repairs (not knowing what the cost will be to complete the remaining repairs in 2026).

The funding could come out of the equipment repair and maintenance budget for either decision knowing that we would most likely go over budget if we were to do any of the repairs, or, we could pull from the contingency fund.

RECOMMENDED ACTION:

I would recommend having all repairs done at today's price to ensure that we have a dependable piece of equipment that can be operated safely.



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: May 28 2025
Agenda Item: 11.6 Millet Business Association Fee Waiver

BACKGROUND/PROPOSAL

Requesting permission to use the millet Outdoor Rink for pedal go-kart racetrack activities and to waive any associated fees.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

A waiver form must be signed by a parent or guardian prior to participation. For health and safety reasons each child must bring and wear their own helmet during the activities and follow all posted safety rules.

Thank you for considering our request

Anna Bailey

Event Coordinator

COSTS/SOURCE OF FUNDING

RECOMMENDATION



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: May 28 2025
Agenda Item: 11.7 Summer 2025 Municipal Leaders' Caucus

BACKGROUND/PROPOSAL



Draft Agenda for Summer 2025 Municipal Leaders' Caucus **subject to change**

| | |
|--------------------|-----------------------|
| Wednesday, June 11 | Town of Picture Butte |
| Thursday, June 12 | Town of Drumheller |
| Wednesday, June 25 | Town of Peace River |
| Thursday, June 26 | Town of Devon |

| | |
|------------|---|
| 10:00 a.m. | Opening Remarks |
| 10:05 a.m. | Welcome from the Mayor of the Host Municipality |
| 10:10 a.m. | Welcome from MLA of the Host Constituency |
| 10:15 a.m. | Icebreaker Activity |
| 10:45 a.m. | Municipal Election Resources |
| 11:00 a.m. | Municipal Financial Research Project |
| 12:00 p.m. | Lunch |
| 1:00 p.m. | Police Governance and Funding |
| 1:45 p.m. | President's Report |
| 2:00 p.m. | Changes to the Municipal Government and Local Authorities Election Acts |
| 2:55 p.m. | Closing Remarks |

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

N/A

COSTS/SOURCE OF FUNDING

RECOMMENDATION

That council attend the Thursday June 26, 2025, meeting in Devon Alberta



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting

Meeting Date: May 28 2025

Agenda Item: 11.8 Millet Minor Ball

BACKGROUND/PROPOSAL

Good afternoon,
Millet Minor Ball needs the bathrooms in the Agriplex for our weekend tournament on June 6-8. Due to health regulations, we are unable to operate our concession without adequate facilities and since the town only puts up 4 outhouses we need access to the facilities in the Agriplex. Renting the banquet room at the current hourly rate just simply isn't feasible for our nonprofit organization. As this weekend brings in a large amount of patrons from outside communities that also spend their time and money throughout the town of Millet we are hoping council will come to some kind of temporary agreement to either rent out the banquet room (which really isn't needed for anything, we just need bathroom access) or to rent out the lobby area for the weekend to us. The hours we would need access to the building would be June 7th from 9AM-8:00PM and June 8th from 9AM-6:00PM. We appreciate your consideration in this matter and look forward to your response.

Thank you,
Catherine Chalmers
Secretary

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

COSTS/SOURCE OF FUNDING

RECOMMENDATION