



**REGULAR COUNCIL MEETING AGENDA
TOWN OF MILLET**

**Wednesday, July 16th, 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 June 25th, 2025 – Regular Meeting of Council

6.0 DELEGATIONS

7.0 REPORTS

7.1 Millet Fire Call History June 2025

8.0 BYLAWS

9.0 AGREEMENTS

10.0 CORRESPONDENCE

10.1 WALA May 7, 2025, Minutes

11.0 NEW BUSINESS

- 11.1 Civic Centre Park Upgrades
- 11.2 Concert in the Country
- 11.3 WRPS Hockey Rates
- 11.4 Friends of Millet Youth Society
- 11.5 Leanne's Road Closure
- 11.6 Millet & District Museum
- 11.7 Bylaw Waiver Golf Cart Use

12.0 CLARIFICATION OF AGENDA

13.0 CLOSED SESSION

- 13.1 Land
- 13.2 Land
- 13.3 Legal
- 13.4 Personnel

14.0 ADJOURNMENT



REGULAR MEETING OF COUNCIL
TOWN OF MILLET
JUNE 25th, 2025
Millet Civic Centre
4:00 p.m.

PRESENT:

MAYOR

Doug Peel

COUNCILLORS

Mike Bennett
Susie Petrisor
Rebecca Frost
Gerdie Hogstead
Mat Starky

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 PUBLIC HEARING

<i>Bylaw 2025-06</i>	<i>Mayor Peel declared the Public Hearing for Bylaw 2025-06 to open at 4:00 p.m.</i> <i>Presentations:</i> <i>Administration:</i> <i>L. Novotny Director of Development and Infrastructure made a presentation on the Bylaw 2054-06. There were no questions from Council.</i> <i>There were no written submissions received.</i> <i>There were no comments made at the meeting.</i> <i>Mayor Peel declared the Public Hearing for Bylaw 2025-06 closed at 4:03 p.m.</i>
----------------------	--

4.0 ADDITIONS, DELETIONS AND ADOPTIONS OF AGENDA

Res #122/25 Adoption of Agenda	Moved by Councillor Starky that the June 11th, 2025, agenda is hereby approved as amended. Additions: 11.4 Ponoka Stampede Invitation 11.5 Olfert Fee Waiver Request 13.3 Land Deletions 13.2 Personnel
---	---

*CARRIED***5.0 ADOPTION OF MINUTES:**

Res #123/25 Adoption of Minutes	Moved by Councillor Hogstead that the June 11th, 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 2025-06 Bylaw Municipal Planning Commission Amendment***

Res # 124/25 Bylaw 2025-06	Moved by Councillor Petrisor that Council gives second reading to Bylaw 2025-06 being an amendment to the Land Use Bylaw 2018-11.
---	---

*CARRIED***8.2 *Bylaw 2025-06 Bylaw Municipal Planning Commission Amendment***

Res # 125/25 Bylaw 2025-06	Moved by Councillor Frost that Council gives third and final reading to Bylaw 2025-06 being an amendment to the Land Use Bylaw 2018-11.
---	---

*CARRIED***9.0 AGREEMENTS:**

Res #126/25	Moved by Councillor Starky that administration enter into an agreement with landowners of Plan 1949ET, Block A, for the use of a rear gate.
--------------------	---

CARRIED

10.0 CORRESPONDENCE: *NONE***11.0 NEW BUSINESS:*****11.1 Hillside Community Hall Permission to use Town Land***

Res #126/25	Moved by Councillor Petrisor that Hillside Community Club is hereby granted permission to use the lot across from Leanne's Bar & Grill for a BBQ on August 16 th 2025, but is required to complete the Special Events permit and work with administration to ensure they are compliant.
--------------------	--

*CARRIED***11.2 Smiles Presentation**

Res #127/25	Moved by Councillor Bennett that Mayor Peel and any council members who wish to attend on September 20th 2025, may attend.
--------------------	--

*CARRIED****11.3 Millet & District Museum Upcoming Events and Hall Fee Waiver***

Res #128/25	Moved by Councillor Frost that council may attend the event on July 19 th , 2025, and further that council approves the use of the parking lot behind 5120 50 th street
--------------------	---

*CARRIED****11.4 Ponoka Stampede Invitation***

Res #129/25	Moved by Councillor Hogstead that Mayor Peel may attend the Ponoka Stampede on June 27, 2025
--------------------	--

*CARRIED****11.5 Olfert Fee Waiver Request***

Res #130/25	Moved by Councillor Bennett that council waived the \$35.00 transfer fee for account number 1735.01.
--------------------	--

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

Regular meeting adjourned at 4:26 pm

14.0 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 #131/25 <i>Adjourn</i>	Moved by Councillor Starky that the Regular Council Meeting move to Closed Session at 4:36 p.m.
--------------------------------------	---

CARRIED

Res #132/25 <i>Reconvene</i>	Moved by Bennett Councillor that the Regular Council Meeting reconvened from Closed Session at 4:49 pm.
--	---

*CARRIED***14.1 LAND**

Res #133/25 <i>LAND</i>	Moved by Councillor Bennett that administration hereby is granted permission to give notice of termination of the Transfer Station agreement with the County of Wetaskiwin, effective December 31, 2025.
-----------------------------------	--

CARRIED

THESE MINUTES ADOPTED BY COUNCIL THIS 16th DAY OF July 2025.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



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

Meeting: Regular Council Meeting

Meeting Date: July 16th, 2025

Agenda Item: 7.0 - Reports

BACKGROUND/PROPOSAL

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

Millet Fire Department June 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
6/1/2025 - 7/1/2025

Date	Type	Incident #	Incident Type	Primary Action	# Of Attendees	Total Time
Sun 06/01/2025 04:52	County - Leduc (Extra Hours)	2500069	65 Mutual Aid/ Assist Outside Agency	55 Establish safe area	11	06:36
Mon 06/02/2025 16:50	City - Millet	2500070	11 Choking	55 Establish safe area	11	00:34
Tue 06/03/2025 18:35	County - Wetaskiwin	2500071	68 Smoke Investigation (Outside)	10 Fire control or extinguishment, or	13	00:44
Wed 06/04/2025 23:44	County - Leduc (Extra Hours)	2500072	03 Animal Bites/ Attacks	55 Establish safe area	9	01:18
Thu 06/05/2025 19:20	County - Wetaskiwin	2500073	52 Alarms	55 Establish safe area	8	00:15
Sun 06/08/2025 14:14	County - Wetaskiwin (Extra Hours)	2500074	77 Motor Vehicle Collision	55 Establish safe area	16	02:04
Sun 06/08/2025 18:29	County - Wetaskiwin (Extra Hours)	2500075	29 Traffic/ Transportation Incidents	55 Establish safe area	0	02:16
Mon 06/09/2025 20:16	County - Wetaskiwin (Extra Hours)	2500076	71 Vehicle Fire	55 Establish safe area	11	02:06
Tue 06/10/2025 16:41	City - Millet	2500077	52 Alarms	55 Establish safe area	8	00:24
Thu 06/12/2025 11:16	City - Millet	2500078	52 Alarms	55 Establish safe area	8	00:18
Sat 06/14/2025 08:55	City - Millet	2500079	52 Alarms	55 Establish safe area	9	00:16
Sun 06/15/2025 11:46	County - Leduc	2500080	67 Outside Fire	55 Establish safe area	8	00:34
Tue 06/17/2025 08:41	County - Wetaskiwin (Extra Hours)	2500081	09 Cardiac Arrest	55 Establish safe area	9	01:23
Sat 06/21/2025 06:31	County - Wetaskiwin (Extra Hours)	2500082	77 Motor Vehicle Collision	55 Establish safe area	11	01:43
Sat 06/21/2025 22:08	County - Wetaskiwin	2500083	52 Alarms	55 Establish safe area	7	00:29
Thu 06/26/2025 08:13	County - Leduc (Extra Hours)	2500084	29 Traffic/ Transportation Incidents	55 Establish safe area	10	01:04
Sun 06/29/2025 12:37	County - Wetaskiwin (Extra Hours)	2500085	77 Motor Vehicle Collision		9	01:22

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:	3
Total calls for County - Wetaskiwin (Extra Hours):	6

7074 17

SNM



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

Meeting: Regular Council Meeting

Meeting Date: July 16th, 2025

Agenda Item: 10.0 - Correspondence

BACKGROUND/PROPOSAL

The following correspondence has been submitted for Council's information.

WALA Minutes May 7th 2025

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Not applicable.

COSTS/SOURCE OF FUNDING

Not applicable.

RECOMMENDATION

That the correspondence is hereby accepted as information.

Wetaskiwin & Area Lodge Authority
May 7, 2025 @ 9:00am
County of Wetaskiwin Municipal Offices

MINUTES

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

1.	<p>Call to Order</p> <p>The meeting was called to order at 9:05 am by Board Chair Kathy Rooyakkers.</p>	
2.	<p>Review of Agenda</p> <p>WALA 25-05-01 MOVED by K. Adair to approve the May 7, 2025 Agenda as presented. CARRIED</p>	
3.	<p>Approval of Minutes</p> <p>WALA 25-05-02 MOVED by G. Hogstead to approve the March 26, 2025 Regular meeting minutes as presented. CARRIED</p>	
4.	Correspondence	
	a.	
5.	Reports	
	a.	<p>Financial Reports – for the 3 months ending March 31, 2025</p> <p>Review of financial statements and accompanying notes. Revenue close to budget. Hot water tank replacement revenue from a grant coded to Sundry and corresponding expense in maintenance. Food expenses higher than budget.</p> <p>Reviewed statement of financial position. Unearned income reflects receipt of requisition and this amount will go down as it dispersed to revenue evenly through the year.</p>

Wetaskiwin & Area Lodge Authority
May 7, 2025 @ 9:00am
County of Wetaskiwin Municipal Offices

	b.	Occupancy Stats to April 30, 2025 Peace Hills move-ins early May, once again full. West Pine's occupancy is stable.
	c.	<p>CAO Report</p> <p>AUPE negotiations continue, with agreement on non-monetary articles, Monetary articles still at negotiations.</p> <p>CMR funding has been received for both lodges. Peace Hills \$150,000 for nurse call system and \$66,000 geothermal line replacement, West Pine \$395,000 for mechanical systems and \$220,000 for the suite expansion project.</p> <p>Lodge events, menus.</p> <p>City of Wetaskiwin housing needs assessment in early engagement phase.</p> <p>Waitlist information and preliminary LAP grant numbers.</p> <p>ASCHA conference report with Kathy attending from the board.</p> <p>Discussion on providing dedicated room for Home Care within West Pine Lodge. Some additional communication needs to occur between TBG and Home Care about the expectations.</p>
		WALA 25-05-03 MOVED by K. Adair to accept the Reports as information. CARRIED
6.		New Business
	a.	<p>Business Planning 2026-2028</p> <ul style="list-style-type: none"> - Reviewed the summary document of the activities over the past business plan cycle. - Reviewed the 2026-2028 Environmental Scan. Suggestion to note impact of municipal elections, changes to board members and plans around orientation and education. Discussed the investments into West Pine building and the positive atmosphere that has been developing at the facility and how to capture this as an opportunity to increase occupancy. - Discussion on structuring the business plan around 4 outcome areas: CMR and New Capital, The Resident Experience, Community Connections and Sustainable Operations. - Discussed community hub model. - Discussed lodge aesthetics and planning for improvements. - The top priorities from the board are securing the small lodge grant for West

Wetaskiwin & Area Lodge Authority
May 7, 2025 @ 9:00am
County of Wetaskiwin Municipal Offices

		<p>Pine and Resident Experience enhancement (capital investment, expanded services and activities that are meaningful to the residents)</p> <p>The draft plan will be sent out June 16 with the meeting package. Board members are asked to review in advance and should feel free to make any comments prior to the meeting via email. The plan needs to be approved at the next meeting for submission by June 30.</p>
	b.	<p>Equipment Purchase Combi-oven</p> <p>The current combi-oven is no longer functioning and requires replacement. Quote was provided.</p> <p>WALA 25-05-04 MOVED by K. Adair to approve the purchase of a replacement Combi Oven for Peace Hills Lodge in the amount up to \$24,500 being drawn for Restricted Reserves Equipment/Building. CARRIED</p>
7.	<p>Next Meeting</p> <p>Wednesday June 25, 2025 at 9:00am at the County of Wetaskiwin Council Chambers</p>	
8.	<p>Adjournment</p> <p>WALA 25-05-05 MOVED by L. Carwell to adjourn the May 7, 2025 meeting at 10:50 am. CARRIED</p>	



Kathy Rooyakkers, Board Chair
Wetaskiwin & Area Lodge Authority



Carla Beck, CEO
The Bethany Group

June 25, 2025
Date

June 25, 2025
Date



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: July 16, 2025
Agenda Item: 11.1 Civic Centre Park Upgrades

BACKGROUND/PROPOSAL

At the March 26, 2025 Council meeting, Council approved the cost for upgrades to be completed at the Civic Centre playground including the installation of exercise equipment, gazebo and concrete works. After starting the project, it was identified that the pea gravel that was in a portion of the playground area was a safety concern. As well, once the rubber tiles were removed from the area beside the playground equipment it was identified that the edge requires changes as it is raised and cut straight.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The cost to complete the playground area in rubber surface is \$18,000.

COSTS/SOURCE OF FUNDING

To be funded through the municipal reserve fund.

RECOMMENDED MOTION:

That Council approve an additional \$18,000 for additional repairs to the Civic Centre playground to be funded from the municipal reserve fund.

ALTERNATIVE MOTION:

That Council table the Civic Centre playground updates.













TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: July 16, 2025
Originated By: Administration
Agenda Item: 11.2 Concert in the Country

BACKGROUND/PROPOSAL

Concert in the Country is hosting their 27th Year event and is seeking sponsorship and further asking the mayor to attend and give a speech

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

In the past, the Town waived rental fees on the Hugo Witt; however, this is no longer an option as the room is now leased. The amount of the past waiver was \$300.

COSTS/SOURCE OF FUNDING

Platinum - \$1000.00 or more
Diamond - \$800.00
Gold - \$500.00
Silver - \$250.00
Bronze - \$100.00

RESOLUTION

Does Council wish to sponsor Concert in the Country, and further would Mayor Peel give a speech.



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: July 16 2025
Agenda Item: 11.3 WRPS Hockey Rates

BACKGROUND/PROPOSAL

Two Years ago, the council granted a special rate for WRPS hockey program at \$50.00/hour for ice. As of September of this year, all ice rates are increased by 10%.

COSTS/SOURCE OF FUNDING

RESOLUTION

Does Council wish to increase the WRPS rate by 10% or leave special rate as is?



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting

Meeting Date: June 25 2025

Agenda Item: 11.4 Friends of Millet Fee Waiver Request

BACKGROUND/PROPOSAL

The friends of Millet Youth Society have 2 upcoming events that they would like council to consider.

1. Use of the Community Hall on August 9th, 2025, from 9:30 am – 3 pm. They are hosting an all-inclusive grand opening party for the new skatepark. The event is outdoors, but they would like use of the bathroom, tables & chairs. If they can secure access for the community hall, they would like to request that all fees & deposits be waived.
2. Fees & Deposit to be waived for the event they are holding at the Agriplex on September 20th, 2025. This event is an adult only comedian fund raiser that is being partnered with Robert Patrick from Kiss 91.7. All proceeds raised from this event will go back to expanding the skatepark and supporting the community youth.

COSTS/SOURCE OF FUNDING

The total cost of the Agriplex Hall Rental Fees is \$577.50 and the refundable fees are \$1,137.50

The total cost of the Community Hall Rental Fees is \$207.90 and the refundable fees are \$300.00

Bringing the total Waiver request ask to \$2,251.78

RESOLUTION

Does council wish to waive the associated fees for these two rentals for all or part of the request?



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: June 25 2025
Agenda Item: 11.5 Road Closure Request

BACKGROUND/PROPOSAL

To Whom It May Concern,

We are writing to respectfully request the temporary closure of **48 Avenue**, from **50 Street to the first back alley behind Leanne's Bar and Grill**, on **Friday, August 9th, 2025**, to celebrate the **25th anniversary** of our establishment.

We are planning a community event and have invited several guests, including **Members of Parliament (MPs), Members of the Legislative Assembly (MLAs), the Mayor, and members of the Town Council**. To accommodate the celebration, we are requesting the road closure from **10:00 AM on August 9th until 2:00 AM on August 10th**.

As part of the event, we plan to set up a tent and some outdoor decorations. We will ensure all safety protocols and guidelines are followed, and any necessary permits or insurance requirements will be met.

Thank you for your time and consideration. Should you have any questions or require additional details, please feel free to contact us via email.

Sincerely,
Sham
Leanne's Bar & Grill

COSTS/SOURCE OF FUNDING

RESOLUTION

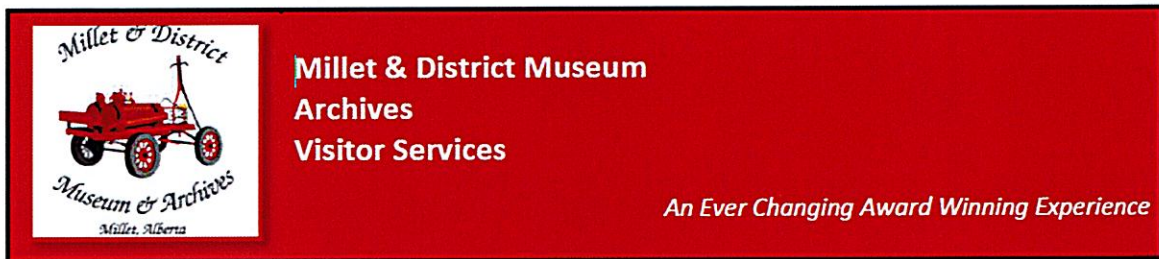
Does Council wish to grant a temporary road closure for Leanne's event on August 9, 2025?



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: June 25 2025
Agenda Item: 11.6 Millet & District Museum Waiver Request

BACKGROUND/PROPOSAL



July 9, 2025

Millet Mayor and Council,

The Millet and District Historical Society request use of the Agriplex for Saturday October 25 from 8 am – 3 pm as presently available and the facility rental agreement completed for a fundraising dinner. We request waiving of the hall fees and the deposit. The previous request date of Oct 18 has been cancelled.

A solution to the parking issue is being determined with the Millet Lions Campground to use shuttles for our guests.

Sincerely,

For Mary Hegge
President of the Millet and District Historical Society

COSTS/SOURCE OF FUNDING

The total cost of the Agriplex Hall Rental Fees is \$577.50 and the refundable fees are \$666.38
Bringing the total Waiver request ask to \$1,243.88.

RESOLUTION

Does council wish to waive the associated fees for this one day rental for all or part of the request?



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Council Meeting
Meeting Date: July 16 2025
Agenda Item: 11.7 Bylaw Waiver Request

BACKGROUND/PROPOSAL

I am writing this letter to ask for special permission for my son. He was gifted a golf cart from his grandparents. He has a disability, he is 19 yrs old and can not drive a vehicle. He would just like to go around where we live which is on porter ave.

He would also like to take it out on the back dirt road to go pick bottles on occasion. He would not be driving it daily, just on occasion. Me or my husband or his brothers would always be with him. It just gives him a bit of Independence and doesn't make him feel left out with everyone else in the household able to drive vehicles. He would never take it out on the main roads basically just on our street or the back alley to get out on the back road.

Thank you very much for taking the time to read this email.

RESOLUTION

Does Council wish to grant permission to operate a golf cart in Town limits?