



**REGULAR COUNCIL MEETING AGENDA
TOWN OF MILLET**

**Wednesday, September 10th, 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 August 20th, 2025 – Regular Meeting of Council

6.0 DELEGATIONS

- 6.1 FCSS Cheque Presentation
- 6.2 Mr. Thomas Dudley
- 6.3 Friends of the Millet Youth Society

7.0 REPORTS

8.0 BYLAWS

9.0 AGREEMENTS

10.0 CORRESPONDENCE

10.1 Alberta Municipal Affairs 2025 CCBF allocation

11.0 NEW BUSINESS

- 11.1 Millet & Millet District Historical Society
- 11.2 Ms. Tera Ainsworth - Request for waiver
- 11.3 Underwater Search Team –Property Tax Cancellation
- 11.4 Mr. Thomas Dudley Outdoor Ice Surface

12.0 CLARIFICATION OF AGENDA

13.0 CLOSED SESSION

14.0 ADJOURNMENT



**REGULAR MEETING OF COUNCIL
TOWN OF MILLET
AUGUST 20th, 2025
Millet Civic Centre
4:00 p.m.**

PRESENT:

MAYOR

Doug Peel

COUNCILLORS

Mike Bennett
Susie Petrisor
Rebecca Frost
Mat Starky
Gerdie Hogstead

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

4.0 ADDITIONS, DELETIONS AND ADOPTIONS OF AGENDA

Res #148/25 Adoption of Agenda	Moved by Councillor Bennett that the August 20th, 2025, agenda is hereby approved as amended. 10.1 Surplus Property Disposal 13.4 In Camera Land
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CARRIED

5.0 ADOPTION OF MINUTES:

Res #149/25 Adoption of Minutes	Moved by Councillor Frost that the July 16th, 2025, Regular Meeting of Council Minutes are hereby approved as presented
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CARRIED

6.0 DELEGATIONS:

Mr. Doug Markevich – HAGSS Non-Profit Society & Skateboard Park

7.0 REPORTS:

Res #150/25	Moved by Councillor Hogstead that council accept the reports as presented. 7.1 Millet Fire Call History July 2025 7.2 Finance Bank Reconciliation February 2025 7.3 Finance Bank Reconciliation March 2025 7.4 Finance Bank Reconciliation April 2025 7.5 Finance Bank Reconciliation May 2025 7.6 Finance Bank Reconciliation June 2025 7.7 Finance Bank Reconciliation July 2025 7.8 Finance Tax Aging Analysis July 2025
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*CARRIED***8.0 BYLAWS: NONE****9.0 AGREEMENTS: NONE****10.0 CORRESPONDENCE:**

Res #151/25	Moved by Councillor Bennett that council accept the correspondence as presented. Surplus Inventory Disposal
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*CARRIED***11.0 NEW BUSINESS:*****11.1 Millet & District Museum AMA Fall Gathering***

Res #152/25	Moved by Councillor Starky that council approve to send Mayor Peel and Councillor Petrisor to the AMA Fall Gathering September 3, 2025.
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*CARRIED****11.2 Millet & District Museum Free Library Land Use***

Res #153/25	Moved by Councillor Frost that council approves the Free Library and location as presented.
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*CARRIED****11.3 Millet & District Museum Kids Halloween Event Parking Lot Use***

Res #154/25	Moved by Councillor Petrisor that council approve use of the parking lot behind the Museum Building October 30, 2025 for the Annual Halloween event.
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CARRIED

11.4 Smiles Positive Purple Community Request

Res #155/25	Moved by Councillor Bennett that council approve that Mayor Peel and Councillor Starky will attend the Positive Purple Community Event September 20 th , 2025.
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*CARRIED****11.5 Skateboard Park Ownership Transfer***

Res #156/25	Moved by Councillor Starky that council approve the transfer of ownership of the skateboard Park.
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*CARRIED****11.6 Millet Junior C Hockey***

Res #157/25	Moved by Councillor Bennett that council approve that Junior C hockey team be granted the local rate for the 2025-2026 season.
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*CARRIED****11.7 Skateboard Park Liability Policy***

Res #158/25	Moved by Councillor Frost that council approve the Town Of Millet Skateboard Park Liability policy as presented.
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*CARRIED****11.8 Winter Parade Route and Hall Waiver***

Res #159/25	Moved by Councillor Frost that council approve the route, as presented and further that council approve the hall waiver for the winter parade on November 22 2025.
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*CARRIED****11.9 Road Repair Agreement***

Res #160/25	Moved by Councillor Starky that council enter into a repayment agreement with the property owner of 4830-51 Avenue to collect \$10,673.25 over a three-year period 2025-2027.
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*CARRIED****11.10 Friends of Millet Youth Hall Waiver***

Res #161/25	Moved by Councillor Petrisor that council waives the fees for the Agriplex Banquet Hall on September 20 th 2025.
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*CARRIED***12.0 CLARIFICATION OF AGENDA: NONE**

13.0 ADJOURNMENT:

Regular meeting adjourned at 4:23 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 #162/25 <i>Adjourn</i>	Moved by Councillor Petrisor that the Regular Council Meeting move to Closed Session at 4:30 p.m.
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CARRIED

Res #163/25 <i>Reconvene</i>	Moved by Councillor Petrisor that the Regular Council Meeting reconvened from Closed Session at 4:59 pm.
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CARRIED**14.1 LAND**

Res #164/25 <i>LAND</i>	Moved by Councillor Hogstead that all revenue from ice logo's for the 2025-2026 ice season be split 50/50 between MMHA and the Agriplex reserve fund and further that administration will add all ice logo advertising to the existing sponsorship package policy prior to the 2026-2027 season.
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CARRIED

Res #165/25 LAND	<p>Moved by Councillor Starky that council approve</p> <p><u>RESOLUTION APPROVING EXPROPRIATION</u></p> <p>EXPROPRIATION ACT RSA 2000, Chapter E-13, as amended</p> <p>REGARDING EXPROPRIATION FOR THE PURPOSE OF ACQUIRING A FEE SIMPLE ESTATE OVER CERTAIN LANDS LOCATED WITHIN THE TOWN OF MILLET</p> <p>WHEREAS THE TOWN OF MILLET is desirous of obtaining fee simple estates for the purpose of the future residential development within the Town in the following lands as shown on the map attached Schedule “A” to this Resolution:</p> <p>Parcel 1:</p> <table><tr><td>LINC</td><td>SHORT LEGAL</td><td>TITLE NUMBER</td></tr><tr><td>0038 650 081</td><td>4;24;47;30;NE</td><td>202 137 784 +35</td></tr></table> <p>LEGAL DESCRIPTION MERIDIAN 4 RANGE 24 TOWNSHIP 47 SECTION 30 QUARTER NORTH EAST CONTAINING 64.7 HECTARES (160 ACRES) MORE OR LESS</p>	LINC	SHORT LEGAL	TITLE NUMBER	0038 650 081	4;24;47;30;NE	202 137 784 +35
LINC	SHORT LEGAL	TITLE NUMBER					
0038 650 081	4;24;47;30;NE	202 137 784 +35					

EXCEPTING THEREOUT: HECTARES (ACRES) MORE OR LESS

A) PLAN 1327R - ROAD 0.809 2.00

B) PLAN 1832NY - ROAD 0.061 0.15

C) PLAN 7521048 - ROAD 0.700 1.73

D) ALL THAT PORTION COMMENCING AT THE INTERSECTION OF THE EAST BOUNDARY

OF THE SAID QUARTER SECTION WITH THE SOUTH LIMIT OF ROAD PLAN 7521048;

THENCE SOUTHERLY ALONG THE EAST BOUNDARY 180 METRES; THENCE WESTERLY

AND AT RIGHT ANGLES THERETO 105 METRES; THENCE NORTHERLY AND PARALLEL

WITH THE SAID EAST BOUNDARY TO A POINT ON THE SAID SOUTH LIMIT; THENCE

EASTERLY ALONG THE SOUTH LIMIT TO THE POINT OF COMMENCEMENT CONTAINING..... 1.89 4.67

E) PLAN 0523807 - SUBDIVISION 2.30 5.68

F) PLAN 0628447 - SUBDIVISION 6.749 16.67

G) PLAN 0821908 - DESCRIPTIVE 1.64 4.05

H) PLAN 2021501 - SUBDIVISION 9.55 23.60

EXCEPTING THEREOUT ALL MINES AND MINERALS

Parcel 2:

LINC SHORT LEGAL
033 095 325 0821908;1;1

TITLE NUMBER
172 095 260

LEGAL DESCRIPTION

DESCRIPTIVE PLAN 0821908

BLOCK 1

LOT 1

EXCEPTING THEREOUT ALL MINES AND MINERALS

AREA: 1.64 HECTARES (4.05 ACRES) MORE OR LESS

Parcel 3:

LINC SHORT LEGAL
0037 824 885 1820097;1;26

TITLE NUMBER
182 099 604

LEGAL DESCRIPTION

PLAN 1820097

BLOCK 1

LOT 26

EXCEPTING THEREOUT ALL MINES AND MINERALS

AREA: 1.17 HECTARES (2.89 ACRES) MORE OR LESS

Parcel 4:

LINC SHORT LEGAL
0037 824 893 1820097;1;27

TITLE NUMBER
182 099 607

LEGAL DESCRIPTION

PLAN 1820097

BLOCK 1

LOT 27

EXCEPTING THEREOUT ALL MINES AND MINERALS

AREA: 1.66 HECTARES (4.1 ACRES) MORE OR LESS

(hereinafter referred to as the "Lands");

	<p>AND WHEREAS pursuant to the provisions of the <i>Municipal Government Act</i>, RSA 2000, c M-26, and amendments thereto, THE TOWN OF MILLET has the authority to acquire a fee simple estate or any other interest with respect to the Lands by expropriation;</p> <p>AND WHEREAS a Notice of Intention to Expropriate the Lands has been filed in the Alberta Land Titles Office and due notice has been served upon all persons required to be served, and due notice has been published in a newspaper having general circulation in THE TOWN OF MILLET, all in accordance with the provisions of the <i>Expropriation Act</i>, RSA 2000, c E-13, as amended (the "<i>Expropriation Act</i>");</p> <p>AND WHEREAS the Council of THE TOWN OF MILLET before enacting this Resolution has given due consideration to the fact that service of the Notice of Intention to Expropriate was effected on the registered landowners through registered mail and publication that was effected on June 4, 2025 and June 18, 2025 in the Wetaskiwin Times;</p> <p>AND WHEREAS no objections to the Notice of Intention to Expropriation were filed with the TOWN OF MILLET;</p> <p>NOW THEREFORE BE IT RESOLVED:</p> <ol style="list-style-type: none"> 1. THAT the expropriation of the fee simple interests in the Lands, legally described as above and shown on the plan that is attached as Schedule "A" to this Resolution is approved. 2. THAT the expropriation of the fee simple interests in the Lands are approved for the following reasons: for future residential development and related improvements. 3. THAT the officers, servants or agents of THE TOWN OF MILLET are hereby authorized and empowered to sign and seal the Certificates of Approval and its officers and solicitors are further authorized and empowered to sign and seal all other documents and plans and to carry out all necessary acts required by the <i>Expropriation Act</i> or otherwise in order to complete this expropriation. 4. THAT officers, servants or agents of THE TOWN OF MILLET and the solicitors for THE TOWN OF MILLET are hereby authorized and empowered to make a proposed payment pursuant to the provisions of the <i>Expropriation Act</i> and such compensation as may be ascertained and determined by the Land and Property Rights Tribunal, or as may be agreed upon between THE TOWN OF MILLET and the respective owners. 5. THAT the officers, servants or agents of THE TOWN OF MILLET and the solicitors for THE TOWN OF MILLET are hereby authorized and directed to do all things necessary to obtain possession of the Lands. <p>DONE AND PASSED by Council this 20th day of August 2025.</p>
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CARRIED

THESE MINUTES ADOPTED BY COUNCIL THIS 10th DAY OF September 2025._____
MAYOR_____
CHIEF ADMINISTRATIVE OFFICER

6.1 **DELEGATION:**

FCSS Grant Cheque Presentation 2025

2025 FCSS Applicants		2025 Amount Awarded
Millet and District Agriculture Society (Harvest Fair)		\$ 6,000.00
Millet Library Town of Millet Library Board (Children's Programming)		\$ 7,900.00
Millet Library Town of Millet Library Board Volunteer Appreciation		\$ 750.00
Millet & District Historical Society / Children's Summer Programming		\$ 2,000.00
Millet & District Historical Society / Special events Programming		\$ 2,000.00
Millet & District Historical Society / Volunteer Appreciation		\$ 1,350.00
Millet District Arts and Craft Guild Volunteer Appreciation		\$ 750.00
Millet & District Seniors Transportation		\$ 1,250.00
Millet & District Lions Club -Community Awards night		\$ 2,000.00
Santa Claus Parade		\$ 1,500.00
Millet Fish & Game		\$ 1,000.00
Millet Business Association Canada Day Celebration		\$ 1,000.00
Millet Youth Society FOTHY'S Comedy Show		\$ 2,000.00
Horizons		\$ 1,110.00
Total		\$ 30,610.00



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

Meeting: Regular Council Meeting

Meeting Date: September 10th, 2025

Agenda Item: 10.0 - Correspondence

BACKGROUND/PROPOSAL

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

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Not applicable.

COSTS/SOURCE OF FUNDING

Not applicable.

RECOMMENDATION

That the Correspondence is hereby accepted as information.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Peace River*

AR119711

August 8, 2025

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

Dear Mayor Peel:

I am pleased to confirm your allocation for the 2025-26 Canada Community-Building Fund (CCBF). In 2025, Canada allocated Alberta \$276 million; this partnership between the province and the federal government will help ensure local governments in Alberta can continue to make needed investments in local infrastructure.

For the Town of Millet, your 2025 CCBF allocation is \$164,792.

Both the CCBF and Local Government Fiscal Framework (LGFF) funding amounts for all municipalities and Metis Settlements are posted on the Government of Alberta website at <https://open.alberta.ca/publications/canada-community-building-fund-allocations>.

I look forward to working together with you to support your local infrastructure needs, and building strong, vibrant communities across Alberta.

Sincerely,

Dan Williams, ECA
Minister of Municipal Affairs

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



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: September 10th, 2025
Agenda Item: 11.1 Millet & District Historical Society

BACKGROUND/PROPOSAL

MDHS is in the process of applying for the Alberta Museum Association's (AMA) Operational Staffing grant.

The grant is a matching grant. The AMA gives successful applicants up to \$25,000 but the applicants are required to provide \$25,000 of matching funding, in order to receive the grant December 2025. These matching funds are required to be cash – they cannot be in-kind donations, such as volunteer labour. While \$25,000 is the maximum, the AMA often does not grant this full amount.

The grant supports wages towards one core position, covering only a portion of those wages. We are applying for support for our Executive Director/Curator position. This position is the lynch-pin of our activities, as the ED oversees administration, including staff hiring and supervision, working alongside our Treasurer to ensure proper financial reporting, oversees programs, exhibits, and much more.

We believe that the ED role supports our ability to provide high-quality programs, exhibits, and visitor experience, leading to our most recent successes; the Chamber's Heritage Organization of the Year (2022), the AMA's Leadership in Programming award (2023), and now the AMA's Dr. Robert R. Janes Social Sustainability award (2025). Another marker of this position's success and importance is our increasing number of both tourists and community members who have visited us or participated in our programs this year. We have had 840 tourists visit so far this year, given out 165 Millet maps and local business recommendations, promoted Millet tourism and events to 933 people at offsite events, reached 109,629 people on Facebook and Instagram (and engaged with 3,112 people), have provide programs for 2,416 people (621 children, 176 adults, and 696 seniors), and had 1,608 people visit our website. With a total of 119,035 people engaging with us so far in 2025, we have already passed last year's total stats by 6,402 people, with a third of the year left.

We are requesting three things of Council:

- 1) A letter of support for the AMA Operational Staffing grant, explaining our rental agreement with the Town. We have attached the letter that was sent with last year's AMA Operational grant application.
- 2) At the suggestion of Lisa Schroening, during a meeting with Mary Hegge and Dale Winkler, on behalf of MDHS, on August 29, we are asking for pre-approval of \$25,000 of matching grant funding, in the form of a letter of understanding, as we have done in years prior, so that we can supply the granting organization with the letter of understanding as evidence that we will have the matching funds at the time when the grant is approved.

COSTS/SOURCE OF FUNDING

N/A

RECOMMENDATION

Does council wish to grant the Museum preapproval of \$25,000 for matching funds on the AMA grant out of the 2026 museum budget.

Does Council wish to supply a letter of support for the Operational Staffing Grant?



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting

Meeting Date: September 10th, 2025

Agenda Item: 11.2 Central Alberta Rescue Diving Society (Cards)

BACKGROUND/PROPOSAL

The Central Alberta Rescue Diving Society (CARDS), operating as Underwater Search Team (UST) is renting a portion of the former Bigstone Cabinet building at 4905 – 45 Avenue which is Roll 100000. UST is requesting a property tax exemption for the portion of the property they are using as they are a not-for-profit society however as the building is privately owned it does not qualify for a property tax exemption under the Community Organization Property Tax Exemption Regulation (COPTER). UST has requested that Council consider a property tax cancellation under Section 347 of the Municipal Government Act, RSA 2000, Chapter m26 which reads as follows:

Cancellation, reduction, refund or deferral of taxes

347(1) If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- (a) cancel or reduce tax arrears;
- (b) cancel or refund all or part of a tax;
- (c) defer the collection of a tax.

(2) A council may phase in a tax increase or decrease resulting from the preparation of any new assessment.

COSTS/SOURCE OF FUNDING

UST rents 60% of the building and their lease began on June 1, 2025. For the remainder of 2025 the total tax requested for tax cancellation is \$10,792.36.

RECOMMENDATION

That Council approve the property tax cancellation for the Underwater Search Team in the amount of \$10,792.36 for the 2025 tax year on tax roll 100000.

ALTERNATIVE MOTIONS

That Council table this item for further information.



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: September 10th, 2025
Agenda Item: 11.3 Tera Ainsworth – Fee waiver

BACKGROUND/PROPOSAL

To Whom it may Concern,

I would like to put together a community organization fair sometime during the second last week in October. This event would allow for community members to come out and see what our community has to offer, all in one place. I attended the organization meeting hosted by the Friends of the Millet Youth Society and it was brought up that an event similar to this has happened in the past but has halted due to a lack of volunteers. The old event happened in the old community hall building. I hope to have this event in the community hall, but with the possibility of waving the rental fee.

Thank you in advance.

Tera Ainsworth

Tera has requested the date of October 15th, 6 – 8 pm

COSTS/SOURCE OF FUNDING

The amount of waiver would be \$355.00

2 hours X \$27.50 = 55.00

Damage deposit = \$300.00

RECOMMENDATION

Does council wish to waive the fees for the Community Hall?



TOWN OF MILLET REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting

Meeting Date: September 10th, 2025

Agenda Item: 11.4 Mr. Thomas Dudley Outdoor Ice Surface

BACKGROUND/PROPOSAL

Proposal for Community Ice Sheet Beside the New Skate Park

Dear Mayor and Council,

I am writing to propose the creation of a temporary outdoor ice sheet beside the new Millet skate park for the winter months of December through early March. With support from the Friends of the Millet Youth Society, I would like to request access to both the land, permission to ask the fire department to flood it and water supply from the community hall to maintain a approx. 50x60 ft skating surface. This project would provide families and community members with a safe, accessible, and enjoyable space for skating, hockey, and winter gatherings. Over the past two winters, I have successfully built and maintained a backyard rink, which has shown me firsthand how much value these spaces bring to families and youth. Expanding this opportunity to a larger, public setting would ensure more residents can benefit and create a true four-season recreational hub in Millet. The ice surface could also serve as a venue for community events, family skates, and youth activities, helping strengthen local connections during the winter months. With the support of community groups like Friends of the Millet Youth Society and volunteers, this project can be accomplished at minimal cost while delivering meaningful benefits to residents. I would greatly appreciate Council's consideration of this proposal and the opportunity to work together to make this community asset a reality. Please see below the proposed location of the rink in the image. Thank you for your time and commitment to growing recreational opportunities in Millet.

Sincerely, Thomas Dudley



COSTS/SOURCE OF FUNDING

N/A

RECOMMENDATION

Does council wish to allow the creation of a temporary Ice Sheet beside the new Millet Skateboard Park?

Does council wish to table the request?