

The minutes of the regular meeting of the Council of the Town of Herbert, held in the Council Chambers at 503 Herbert Avenue on January 12, 2026.

Present	Mayor:	Ron Mathies	Staff: Michelle Mackow – CAO
	Councillors:	Pat Gammel Daniel Hamm Darla Martens Ron Becker Jim Richardson Dawn Wanner(Absent)	Delegation: Fire Chief – Brad Cornelson

The meeting was called to order by Mayor Mathies at 6:00 p.m.

001-26 Consent Agenda	Gammel Hamm	RESOLVED THAT: Council adopt the Consent Agenda as a whole and forms a part of these minutes.	Carried
002-26 Admin Report	Becker Martens	RESOLVED THAT: The Administrator’s Report be approved as presented and forms a part of these minutes.	Carried
003-26 Council Reports	Gammel Becker	RESOLVED THAT: Council, Committee and Mayor reporting given at this meeting are approved and filed.	Carried
004-26 HVFD Appointments	Hamm Martens	THAT In accordance with Bylaw 2023-09, A BYLAW OF THE TOWN OF HERBERT TO ESTABLISH A VOLUNTEER FIRE DEPARTMENT IN AND FOR THE TOWN OF HERBERT, Section 3, the Town Council Makes the following appointments: Fire Chief and Deputy Fire Chief: Brad Cornelson – Fire Chief Brendan Stubbins – Deputy Chief Captains: Richard Doll Michael Doll Mitch Froyman And the following Firefighters: Mason Forsyth Leszek Klimkiewicz Aiden de Bruyn Johnathon Miller Marshall Froese Jesse Erb Lyle Zacharias Conner Stubbins Garrett Gammel Michael Forsyth Jordan Miller Jr. Firefighter – Jaxon Hartog	Carried
005-26 HVFD Transfer Funds	Gammel Becker	Whereas each year the Town of Herbert transfers the fundraised amount from the Herbert Volunteer Fire Fighters into the Fire Department reserve; Therefore, be it resolved that Council direct the CAO to transfer the 2025 fundraised amount of \$3200.00 into the Herbert Volunteer Fire Department reserve.	Carried
006-26 HVFD Transfer Amortization	Martens Richardson	Whereas each year the Town of Herbert transfers the amortization for fire vehicles into the Fire Department reserve; Therefore, be it resolved that Council direct the CAO to transfer the post audit 2024 amortization amount of \$12858.00 into the Herbert Volunteer Fire Department reserve.	Carried

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007-26 Herbert Avenue Paving Project	Gammel Becker	<p>Whereas the Town has completed the tendering process for the Herbert Avenue Paving Project; and</p> <p>Whereas United Paving submitted the recommended proposal for the required paving work;</p> <p>Therefore, be it resolved that Council award the Herbert Avenue Paving Project to United Paving at a cost of \$452,430.00 for 11,500 m2 of paving at 75 mm thickness, plus \$20,000.00 for deep patching upon approval, and \$44,000.00 for intersection paving upon approval, plus applicable taxes.</p> <p>Carried</p>
008-26 Upgrade Office Computers	Martens Hamm	<p>Whereas the Town’s Asset Management Plan identifies that the computers used by the Financial Officer and the CAO have reached the end of their useful life; and</p> <p>Whereas Council has reviewed the quote provided by MicroAge in Swift Current for the replacement of two computers for the Town Office; and</p> <p>Whereas the Town’s capital expenditure plan for technology includes an allocation of \$7,000.00 for these two systems; Therefore, be it resolved that Council direct the CAO to purchase the two replacement computers at a pre-tax of \$4,660.40.</p> <p>Carried</p>
009-26 Municipal Revenue Sharing Grant	Becker Gammel	<p>BE IT RESOLVED:</p> <p>THAT The Council of the Town of Herbert confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing grant:</p> <ul style="list-style-type: none">• Submission of the 2024 Audited Financial Statement to the Ministry of Government Relations;• Submission of the 2024 Public Reporting on Municipal Waterworks to the Ministry of Government Relations• In Good Standing with respect to the reporting and remittance of Education Property Taxes;• Adoption of a Council Procedures Bylaw;• Adoption of an Employee Code of Conduct; and• All members of council have filed and annually updated their Public Disclosure Statements, as required; and <p>THAT we authorize the CAO to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.</p> <p>Carried</p>
010-26 Tax Enforcement Act Act	Gammel Becker	<p>BE IT RESOLVED</p> <p>THAT Taxervice be authorized under s.22(1.1) of The Tax Enforcement to apply to the Provincial Mediation Board to shorten the 6-month waiting period on the following described land: LOT 15-BLK/PAR 16-PLAN A2815 EXT 0, Title No. 122692170</p> <p>THAT TAXervice be authorized under s.22(1) of The Tax Enforcement Act to commence proceedings to request title with respect to the following described lands: LOT 15-BLK/PAR 16-PLAN A2815 EXT 0, Title No. 122692170</p>

011-26 Bingo	Becker Martens	<p>Whereas the Heritage Association will be holding community Bingo nights on January 17, February 14, March 14, and April 11 at the Town Hall (former Lions Hall), and has requested that the rental fee of \$100.00 per night be waived;</p> <p>Therefore, be it resolved that Council agree to waive the rental fees for the Heritage Association for these events.</p> <p>Carried</p>
012-26 Liquor Event	Martens Hamm	<p>BE IT RESOLVED</p> <p>That the Herbert Town Council approve a liquor event at the Lions Hall on July 11, 2026, from 3:30 p.m. to 1:00 a.m., and that the required permit be presented at the Town Office in advance of the event, as outlined in the facility rental agreement.</p> <p>Carried</p>
013-26 SK Lifesaving Society	Hamm Gammel	<p>Whereas the Town of Herbert is affiliated with the Saskatchewan Lifesaving Society, the governing body for aquatic safety, training, and certification in Saskatchewan; and</p> <p>Whereas the annual affiliation fee is now due in the amount of \$150.00;</p> <p>Therefore, be it resolved that Council approve payment of the annual \$150.00 affiliation fee to the Saskatchewan Lifesaving Society.</p> <p>Carried</p>
014-26 Closed Session	Becker Hamm	<p>RESOLVED THAT:</p> <p>Council enter into a closed session at 7:55 p.m. to discuss Labour in Town.</p> <p>(as per Sec 20 of the Municipalities Act or Part III of the Local Authority Freedom of Information and Protection of Privacy Act.)</p> <p>Carried</p>
015-26 Exit Closed Session	Becker Gammel	<p>RESOLVED THAT:</p> <p>Council exit the closed session at 8:26 p.m.</p> <p>Carried</p>
016-26 Triway's Fees Increase	Gammel Hamm	<p>Whereas the Town's garbage removal contractor, Triways, will be increasing fees for garbage services beginning in January 2026; and</p> <p>Whereas the increase will be in the amount of \$3.15 per cart.</p> <p>Therefore, be it resolved that Council direct the CAO to increase the Town's garbage service rate to \$20.00 per month, effective with the February billing cycle for January services.</p> <p>Carried</p>
017-26 1996 IHC 4700 Dump Truck	Hamm Becker	<p>Whereas the Town's 1996 IHC 4700 dump truck, which is used for sanding operations, requires the installation of an oil cooler as well as the relocation of certain hydraulic lines;</p> <p>Therefore, be it resolved that Council direct the CAO to arrange to have the required work completed as soon as possible.</p> <p>Carried</p>
018-26 Adjournment	Hamm	<p>RESOLVED THAT:</p> <p>This meeting be adjourned at 8:35 p.m.; and that the Council meet again, on January 26, 2026, for a regular meeting at 6:00 p.m.</p> <p>Carried</p>

CAO

Mayor Ron Mathies

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