

The minutes of the regular meeting of the Council of the Town of Herbert, held in the Council Chambers at 503 Herbert Avenue on March 23, 2026.

Present Mayor: Ron Mathies Staff: Michelle Mackow – CAO  
Councillors: Pat Gammel  
Daniel Hamm  
Darla Martens  
Jim Richardson  
Dawn Wanner  
Ron Becker

The meeting was called to order by Mayor Mathies at 5:59 p.m.

072-26 Consent Agenda	Gammel Martens	<b>RESOLVED THAT:</b>  THAT Council adopt the Consent Agenda as a whole, and that the items contained therein form part of these minutes.	Carried
073-26 Admin Report	Hamm Becker	<b>RESOLVED THAT:</b>  THAT Council approves the Administrator’s Report as presented and forms a part of these minutes	Carried
074-26 Council Reports	Wanner Becker	<b>RESOLVED THAT:</b>  THAT Council, Committee and Mayor reporting given at this meeting are approved and filed.	Carried
075-26 Memorial Park Washroom Replacement	Gammel Hamm	Whereas the Building Committee has reviewed the quotes received for the accessible washroom replacement at Memorial Park and recommends that Bridal Builders be awarded the contract;  Be it resolved that Herbert Town Council accept the quote from Bridal Builders in the amount of \$64900.00 plus applicable taxes, and that Council direct the CAO to make arrangements with Bridal Builders regarding the construction start date.	Carried
076-26 SUMA Convention	Martens Hamm	Whereas Council members will be attending the SUMA Convention on April 13, 2026;  Be it resolved that Herbert Town Council cancel the April 13, 2026, regular Council meeting in lieu of Council’s attendance at the SUMA Conference.	Carried

077-26 Tax Enforcement Act	Richardson Gammel	<p>THAT TAX Service be authorized under s22(1) of The Tax Enforcement Act on or after Apr 08, 2026, to commence proceedings to request title with respect to the following described lands:</p>
		<p>Roll 66 LOT 4-BLK/PAR 1-PLAN 62392 EXT 1          Roll 229 LOT 5-BLK/PAR 1-PLAN 62392 EXT 0          LOT 6A-BLK/PAR 15-PLAN 101837213          EXT 0          Roll 243 LOT 11-BLK/PAR 16-PLAN A2815 EXT 0          Roll 284 LOT 2-BLK/PAR 20-PLAN E1263 EXT 0          Roll 396 LOT 1-BLK/PAR 30-PLAN 01069 EXT 0          Roll 499 LOT 20-BLK/PAR B-PLAN 61SC10420 EXT          0          Roll 507 LOT 9-BLK/PAR 1-PLAN D864 EXT 0          LOT 10-BLK/PAR 1-PLAN D864 EXT 0          Roll 576 BLK/PAR S-PLAN 89SC06548 EXT 0          Roll 580 BLK/PAR H-PLAN 80SC02023 EXT 0          Roll 650 LOT 21-BLK/PAR B-PLAN 61SC10420 EXT          0</p>
		Carried
078-26 Pressure Washer	Becker Gammel	<p>Whereas an operational emergency on March 17, 2026, required the immediate purchase of a pressure washer to prevent further disruption to Town service;</p>
		<p>Be it resolved that Herbert Town Council approve the emergency purchase of a pressure washer in the amount of \$6399.99 plus applicable taxes, and that the expenditure be recorded accordingly.</p>
		Carried
079-26 Water Treatment Plant	Richardson Gammel	<p>Whereas the clear wells at the Water Treatment Plant are required to be cleaned and inspected in early 2026; and</p>
		<p>Whereas the 2026 budget has not yet been passed;</p>
		<p>Be it resolved that Herbert Town Council approve hiring Aquatech Divers to complete the cleaning and inspection of the clear wells, with any necessary repairs to be carried out as identified, at a cost of \$13,550.00, and further that the CAO make arrangement for the work to proceed as early as possible.</p>
		Carried
080-26 Library Steps	Gammel Richardson	<p>Whereas Council members have presented an alternate plan for the new steps at the Library building; and</p>
		<p>Be it resolved that Herbert Town Council accept this plan at a cost of \$2654.83 plus, taxes; and</p>
		<p>Be it further resolved that Council ask Library representative Dawn Wanner to present the alternate plan for the library steps to the Library Board at their next meeting.</p>
		Carried
081-26 Kanuka Thuringer LLP Ryan Nagel	Hamm Becker	<p>Whereas the Town of Herbert's legal representative, Ryan Nagel, is leaving Kanuka Thuringer LLP;</p>
		<p>Be it resolved that Council instruct the CAO to notify Kanuka Thuringer LLP that the Town of Herbert's files be released to Ryan M. Nagel upon his departure.</p>
		Carried

082-26 Utility Accounts Clearing	Hamm Becker	<p>Whereas certain utility accounts require clearing, including older accounts belonging to deceased individuals from years past;</p> <p>Be it resolved that Council approve that \$1893.36 be moved to Allowance for Uncollectible for the 2025 fiscal year.</p> <p style="text-align: right;">Carried</p>																
083-26 2025 Reserves	Hamm Wanner	<p>Whereas the 2025 reserves are as follows:</p> <table border="0" style="margin-left: 40px;"> <tr><td>Buildings</td><td style="text-align: right;">\$10,000.00</td></tr> <tr><td>Equipment and Vehicles</td><td style="text-align: right;">\$25,000.00</td></tr> <tr><td>Technology</td><td style="text-align: right;">\$3750.00</td></tr> <tr><td>Cemetery</td><td style="text-align: right;">\$1800.00</td></tr> <tr><td>HVFD-Town reserves</td><td style="text-align: right;">\$6,000.00 (to be adjusted after audit)</td></tr> <tr><td>Herbert Recreation</td><td style="text-align: right;">\$20,000.00</td></tr> <tr><td>Water &amp; Sewer</td><td style="text-align: right;">\$30,000.00</td></tr> <tr><td>Roads</td><td style="text-align: right;">\$50,000.00</td></tr> </table> <p>Be it resolved that Town Council ask the CAO to complete reserve contributions as of December 31, 2025</p> <p style="text-align: right;">Carried</p>	Buildings	\$10,000.00	Equipment and Vehicles	\$25,000.00	Technology	\$3750.00	Cemetery	\$1800.00	HVFD-Town reserves	\$6,000.00 (to be adjusted after audit)	Herbert Recreation	\$20,000.00	Water & Sewer	\$30,000.00	Roads	\$50,000.00
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084-26 Enter Closed Session	Richardson Becker	<p>RESOVED THAT:</p> <p>Council enter into a closed session at 7:05 pm to discuss personnel, legal, &amp; land 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 style="text-align: right;">Carried</p>																
085-26 Exit Closed Session	Richardson Martens	<p>RESOLVED THAT:</p> <p>Council exits closed session at 8:46 p.m.</p> <p style="text-align: right;">Carried</p>																
086-26 Bids	Gammel Hamm	<p>Whereas Council has completed a review of the bids received for the tender for the property known as Lot 13, Block 10, Plan L3680; and</p> <p>Whereas the bids received do not meet Council's expectations;</p> <p>Be it resolved that no bid be awarded, and that Council direct the CAO to engage a realtor to proceed with the sale of the property.</p> <p style="text-align: right;">Carried</p>																
087-26 Adjournment	Wanner	<p>RESOLVED THAT:</p> <p>This meeting be adjourned at 8:59 pm and that the Council meet again on April 27, 2026, for a regular meeting at 6:00 p.m.</p> <p style="text-align: right;">Carried</p>																

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CAO

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Mayor Ron Mathies

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