The minutes of the regular meeting of the Council of the Town of Herbert held in the Council Chambers on January 14, 2019.

Present Mayor: Ron Mathies Staff: Michelle Mackow – CAO

Councilors: Brad Cornelson Spectator: Iain Dunbar

Bob MacFarlane Delegation: Shayne Nelson

Leroy Martens Cory Klassen

Doug Osmond

Call: The meeting was called to order by Ron Mathies at 7:00 p.m.

001-19 MacFarlane THAT the Agenda be adopted to form part of these minutes.

Agenda Cornelson

Carried

002-19 Martens THAT the minutes of the Herbert Town Council regular meeting held on

Minutes Dunbar December 10 and December 17, 2018 are approved as circulated and filed. Carried

003-19 Martens THAT the following listed correspondence, having been read as

Corresp. Osmond filed/referred:

* SaskPower RE: Transmission Line Program 2019
* Helen & Bob Wiebe RE: Card of Thanks
* HBRA RE: 2019 Membership Request for Support
* Shayne Nelson RE: Delegation Request
* FCM RE: 2019/20 Membership Renewal
* SK VFF RE: Membership Application
* SK Fire Chief RE: Membership Application
* Herbert Herald RE: December 11th, 18th & January 8th Issues Carried

004-19 Osmond THAT the Statement of Financial Activities for the month of December, Statement Dunbar 2018 be approved as presented and filed.

Of Financial

Activities Carried

005-19 Cornelson THAT the Bank Reconciliation for the month of December, 2018 be

Bank MacFarlane approved as presented and filed.

Rec Carried

006-19 Cornelson THAT the accounts presented to this meeting and endorsed by Council; Accounts MacFarlane Batch 2018-00258, Cheques 27353-27374; Batch 2018-00260; Batch 2018-

00262; Batch 2018-00264; Batch 2018-00266, Cheques 27375-27382; Batch 2018-00268; Batch 2018-00270, Cheques 27383-27411; Batch 2018-00272, Cheques 27412-27413; Batch 2019-00002; Batch 2019-00004; Batch 2019- 00006, Cheques 27414-27440; Batch 2019-00008; Batch 2019-00010; Batch 2019-00012 be approved for payment as presented and filed.

Carried

007-19 MacFarlane THAT Council accepts the Administrator’s Report as presented and forms

Admin Dunbar a part of these minutes.

Report Carried

008-18 Osmond THAT Council acknowledge the presentation of the Water and Sewer Utility Martens Utility records for the month of December, 2018 consisting of: Filter

Report Report, Backwash Data Report, Filter Turbidity NTU Test Report, Coagulant Pump and Polymer Pump Report, Water and Chemical Consumption Reports, Sewage Lift Stations Report, Lagoon Operation

Report, Daily Log, Terry’s time sheet, details on Chlorine Gas, Polymer,

Filter Chemical Enhancements and Clearpac 180, and including reports from:

Sask Health Water Analysis ( 10 )

Sask Environment Health & Toxicity Analysis

Carried

009-19 Cornelson THAT the maintenance report be accepted as presented for the month of

Maintenance Dunbar December, 2018 and filed.

Report Carried

010-19 Osmond THAT Council approve of the CAO having authority to approve Herbert &

HDRB MacFarlane District Recreation Board functions requiring Liquor Permits in 2019.

Functions

Carried

011-19 MacFarlane THAT Council approve of the December 2018 Herbert Volunteer Fire

HVFD Martens Department’s Report; the inventory; the fleet; and member activity as

Report presented and filed.

Carried

012-19 MacFarlane THAT Council approve of the 2019 membership fees of $357.47 for the

FCM Osmond FCM (Federation of Canadian Municipalities).

Membership Carried

013-19 MacFarlane THAT Council approves of the membership fees of $141.75 for the

SAFC Cornelson Saskatchewan Association of Fire Chiefs.

Membership Carried

014-19 MacFarlane THAT Council approves the membership fees of $200.00 for the

SVFFA Cornelson Saskatchewan Volunteer Fire Fighters Association Inc.

Membership Carried

015-19 MacFarlane THAT in accordance with Bylaw 2016-12, Council Procedures Bylaw, Part Committee Dunbar VI, Mayor Ron Mathies makes the following appointments:

Appointments

**Bylaw Enforcement Committee**

Iain Dunbar – Chairperson

Doug Osmond – Member

Ron Mathies – Ex Officio

Michelle Mackow – Secretary

**Economic Development Committee**

– Chairperson

Leroy Martens – Member

Ron Mathies – Ex Officio

Michelle Mackow – Secretary

**Emergency and Fire Preparedness Committee**

Brad Cornelson – Chairperson

Bob MacFarlane - Member

Ron Mathies – Ex Officio

Michelle Mackow – Secretary

**Recreation Committee**

Bob MacFarlane – Chairperson

Brad Corneslon – member

Ron Mathies – Ex Officio

Michelle Mackow – Secretary

**Transportation Committee**

Leroy Martens – Chairperson

– Member

Ron Mathies – Ex Officio

Michelle Mackow – Secretary

**Utilities and Waste Committee**

Doug Osmond – Chairperson

Iain Dunbar – Member

Ron Mathies – Ex Officio

Michelle Mackow – Secretary

Carried

016-19 Osmond THAT in accordance with Bylaw 2016-12, Council Procedures Bylaw, Part Committee Dunbar VI, Town Council makes the following appointments:

Appointments

**Building Committee**

Bob MacFarlane – Chairperson

– Member

Ron Mathies – Ex Officio

Michelle Mackow – Secretary

**Equipment Committee**

Iain Dunbar – Chairperson

Leroy Martens – Member

Ron Mathies – Ex Officio

Michelle Mackow – Secretary

**Personnel Committee**

Bob MacFarlane– Chairperson

Brad Cornelson – Member

Ron Mathies – Ex Officio

Michelle Mackow – Secretary

**Safety Committee**

Leroy Martens– Chairperson

Iain Dunbar – Member

Ron Mathies – Ex Officio

Michelle Mackow – Secretary

Carried

017-19 Cornelson THAT In accordance with Bylaw 2013-01, A BYLAW OF THE TOWN HVFD MacFarlane OF HERBERT TO ESTABLISH A VOLUNTEER FIRE DEPARTMENT Appointments IN AND FOR THE TOWN OF HERBERT, Section 3, the Town Council makes the following appointments:

**Fire Chief** – Brad Cornelson

**Deputy Fire Chief** – Brendan Stubbins

**And the following members**:

Justin Wilson Jordan Miller

Bryan Redekop Jon Miller

Lyle Zacharias Josh Erb

Richard Doll Mitch Froyman

Mike Doll Marshal Froese

Mike Forsyth Leszek Klimkiewicz

Mason Forsyth

Carried

018-19 Martens THAT In accordance with Bylaw #69-3, a Bylaw to establish and operate a HFRP Osmond regional park, the Town of Herbert appoints the following two

Representatives representatives for the operating year 2019 and THAT the representatives will, as per agreement, provide the municipality with two weeks’ notice of the annual meeting and will submit a copy of the annual report and a certified copy of the audited financial statement for the fiscal year concluded.

Iain Dunbar – Town of Herbert Representative

Cory Klassen – Town of Herbert Representative

019-19 MacFarlane THAT in accordance with Bylaw 2005-06, a bylaw to establish and operate HRL Dunbar the local library board, Council for the Town of Herbert appoints one Appointment member to the board as follows:

Doug Osmond – Town of Herbert Representative

Carried

020-19 Cornelson THAT Council appoints the following as the Board of Revision for the Board of MacFarlane Town of Herbert:

Revision

Clint Krismer - Chair  
 Gord Krismer - Vice-Chair  
 Jeff Hutton  
 Kirby Bodnard  
 Charmaine Luscombe  
 Brenda Lauf  
 Cameron Duncan  
 David Lang  
 Gail Wartman (new)

Aileen Swenson (Secretary)

Carried

021-19 MacFarlane THAT Council will retain the legal services of Murray Walter for the 2019

Legal Martens operating year at a cost of $550.00.

Services Carried

022-19 Osmond THAT Council appoint Stark and Marsh for the 2018 Town of Herbert

2018 Cornelson audit.

Auditors Carried

023-19 MacFarlane THAT the cost of a Tax Certificate will increase from $10.00 to $20.00.

Tax Dunbar

Certificate Carried

024-19 MacFarlane THAT Bylaw 2019-01, being a bylaw of the Town of Herbert TO AMEND

Bylaw Osmond Bylaw 2008-01 A BYLAW OF THE TOWN OF HERBERT TO AMEND

2019-01 BYLAW NO. 2008-01 WHICH PROVIDES FOR REGULATIONS FOR THE APPLICATION AND FEE FOR A BUSINESS LICENSE, be read afirst time

THE APPLICATION AND FEE FOR A BUSINESS LICENCE, be read a first time.

Carried

025-19 Martens THAT Bylaw 2019-01, being a bylaw of the Town of Herbert TO AMEND

Bylaw Dunbar Bylaw 2008-01 A BYLAW OF THE TOWN OF HERBERT TO AMEND

2019-01 BYLAW NO. 2008-01 WHICH PROVIDES FOR REGULATIONS FOR THE APPLICATION AND FEE FOR A BUSINESS LICENSE, be read afirst time

THE APPLICATION AND FEE FOR A BUSINESS LICENCE, be read a second time.

Carried

026-19 Osmond THAT Bylaw 2019-01, being a bylaw of the Town of Herbert TO AMEND

Bylaw Cornelson Bylaw 2008-01 A BYLAW OF THE TOWN OF HERBERT TO AMEND

2019-01 BYLAW NO. 2008-01 WHICH PROVIDES FOR REGULATIONS FOR THE APPLICATION AND FEE FOR A BUSINESS LICENSE, be read afirst time

THE APPLICATION AND FEE FOR A BUSINESS LICENCE, be given THREE readings at this meeting.

Carried

027-19 MacFarlane THAT Bylaw 2019-01, being a bylaw of the Town of Herbert TO AMEND

Bylaw Dunbar Bylaw 2008-01 A BYLAW OF THE TOWN OF HERBERT TO AMEND

2019-01 BYLAW NO. 2008-01 WHICH PROVIDES FOR REGULATIONS FOR THE APPLICATION AND FEE FOR A BUSINESS LICENSE, be read afirst time

THE APPLICATION AND FEE FOR A BUSINESS LICENCE, be read a THIRD time and ADOPTED.

Carried

028-19 MacFarlane THAT Bylaw 2019-02, a Bylaw to amend Bylaw 2013-12, A BYLAW OF Bylaw Osmond THE TOWN OF HERBERT WHICH PROVIDES FOR REGULATIONS 2019-02 FOR THE USE, CARE, AND MAINTENANCE OF THE HERBERT CEMETERY, be read a first time.

Carried

029-19 Dunbar THAT Bylaw 2019-02, a Bylaw to amend Bylaw 2013-12, A BYLAW OF Bylaw Martens THE TOWN OF HERBERT WHICH PROVIDES FOR REGULATIONS 2019-02 FOR THE USE, CARE, AND MAINTENANCE OF THE HERBERT CEMETERY, be read a second time.

Carried

030-19 Osmond THAT Bylaw 2019-02, a Bylaw to amend Bylaw 2013-12, A BYLAW OF Bylaw Cornelson THE TOWN OF HERBERT WHICH PROVIDES FOR REGULATIONS 2019-02 FOR THE USE, CARE, AND MAINTENANCE OF THE HERBERT CEMETERY, be given THREE readings at this meeting.

Carried

031-19 MacFarlane THAT Bylaw 2019-02, a Bylaw to amend Bylaw 2013-12, A BYLAW OF Bylaw Dunbar THE TOWN OF HERBERT WHICH PROVIDES FOR REGULATIONS 2019-02 FOR THE USE, CARE, AND MAINTENANCE OF THE HERBERT CEMETERY, be read a THIRD time and ADOPTED.

Carried

032-19 MacFarlane THAT Council agree that Policy 3.0, Section 3.1B Remuneration Rates – Meal Osmond Meal Rates for Council and Employees, be increased to a daily maximum Rates rate of $60.00 with receipts.

Carried

033-19 Dunbar THAT Council goes into committee of the whole, In-camera.

In-camera Osmond Carried

034-19 MacFarlane THAT Council arises from committee of the whole without report.

Arise W/O Cornelson

Report Carried

035-18 Osmond THAT this meeting is adjourned at 10:00 p.m. and that Council meet

Adjournment againfor a regular meeting on January 28, 2019 at 7:00 p.m.

Carried

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CAO Mayor Ron Mathies