

The minutes of the regular meeting of the Council of the Town of Herbert, held in the Council Chambers at 503 Herbert Avenue on December 11, 2023.

Present Mayor: Ron Mathies Staff: Michelle Mackow – CAO
 Councillors: Ron Becker Spectator: Rhonda Ens – The Herald
 Pat Gammel
 Tom Newburgh
 Sharon Nickel
 Chance Reimer
 Dawn Wanner

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

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| 255-23
Consent
Agenda | Newburgh
Becker | <p>THAT the Consent Agenda be adopted as a whole and forms a part of these minutes.</p> <p style="text-align: right;">Carried</p> |
| 256-23
Admin
Report | Becker
Gammel | <p>THAT Council approves the Administrator’s Report as presented and forms a part of these minutes.</p> <p style="text-align: right;">Carried</p> |
| 257-23
Maintenance
Report | Nickel
Newburgh | <p>THAT Council accepts the Maintenance Report for the month of November, 2023, as presented by the CAO, and filed.</p> <p style="text-align: right;">Carried</p> |
| 258-23
Council
Reports | Newburgh
Gammel | <p>THAT Council, Committee and Mayor reporting given at this meeting are approved and filed.</p> <p style="text-align: right;">Carried</p> |
| 259-23
2024
FCM
Membership
Renewal | Nickel
Wanner | <p>WHEREAS the Town of Herbert is a member of the Federation of Canadian Municipalities (FCM). The FCM ensures that Western Canada’s municipality’s needs are heard at the Federal level and provides funding opportunities to assist with governance expenses;</p> <p>BE IT RESOLVED THAT Council asks the CAO to renew the membership for 2024 at a cost of 308.32 plus GST; and</p> <p>BE IT FURTHER RESOLVED THAT Council for the Town of Herbert ask the Administrator to make the optional contribution of \$38.50 plus GST towards a travel fund that supports the participation of elected officials from small communities in FCM’s National Board of Directors.</p> <p style="text-align: right;">Carried</p> |
| 260-23
MRSG
Submission | Nickel
Becker | <p>THAT Council of the Town of Herbert confirms the municipality meets the MRSG following eligibility requirements to receive the Municipal Revenue Eligibility Sharing Grant:</p> <ul style="list-style-type: none"> - Submission of the 2022 Audited Annual Financial Statement to the ministry; - Submission of the 2022 Public Reporting on Municipal Waterworks to the ministry; - 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 Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.</p> <p style="text-align: right;">Carried</p> |
| 261-23
Mutual Aid
Agreement | Reimer
Wanner | <p>WHEREAS our regional Mutual Aid Agreement provides for inter-municipal co-operation in response to major emergencies and serves as a model for the entire province AND WHEREAS this agreement is set to expire on Renewal December 31, 2023;</p> |

BE IT RESOLVED THAT Council for the Town of Herbert will renew the Mutual Aid Agreement from January 1, 2024 to December 31, 2027 and ask the Administrator to have the documents signed and submitted immediately.

Carried

262-23
Bylaw
2023-10
First Reading

Newburgh
Gammel

WHEREAS the Town of Herbert's lender, Prairie Centre Credit Union – Herbert Branch, require the Town provide a Bylaw to carry a line of credit;

BE IT RESOLVED THAT Herbert Town Council will give Bylaw 2023-10, A BYLAW TO AUTHORIZE USING A LINE OF CREDIT, a FIRST READING.

Carried

263-23
Bylaw
2023-10
Second Reading

Wanner
Nickel

BE IT RESOLVED THAT Herbert Town Council will give Bylaw 2023-10, A BYLAW TO AUTHORIZE USING A LINE OF CREDIT, a SECOND READING.

Carried

264-23
Bylaw
2023-10
Three Readings

Becker
Wanner

WHEREAS the Town of Herbert's lender, Prairie Centre Credit Union – Herbert Branch, require the Town provide a Bylaw to carry a line of credit;

BE IT RESOLVED THAT Herbert Town Council will give Bylaw 2023-10, A BYLAW TO AUTHORIZE USING A LINE OF CREDIT, is given THREE READINGS at this meeting.

Carried Unanimously

265-23
Bylaw
2023-10
Adopted

Reimer
Gammel

WHEREAS the Town of Herbert's lender, Prairie Centre Credit Union – Herbert Branch, require the Town provide a Bylaw to carry a line of credit;

BE IT RESOLVED THAT Bylaw 2023-10, A BYLAW TO AUTHORIZE USING A LINE OF CREDIT, is given a THIRD READING and ADOPTED.

Carried

266-23
Sale of
2002 Chevy

Becker
Reimer

THAT Council accepts the \$500.00 offer from Herbert Truck & Auto for the red, 2002 Chevrolet truck.

Carried

267-23
Allocate
Donation
Funds

Nickel
Reimer

WHEREAS a \$5,000.00 contribution from S.O.R.E. is reserved in the Sports Complex account;

BE IT RESOLVED THAT Council ask the CAO to allocate the \$5,000.00 towards the ice plant rebuild.

Carried

268-23
Bylaw
2023-09
Adopted

Nickel
Becker

THAT BYLAW 2023-09 - A BYLAW TO ESTABLISH A VOLUNTEER FIRE DEPARTMENT IN AND FOR THE TOWN OF HERBERT, is given a THIRD READING and ADOPTED.

Carried

269-23
Closed
Session

Reimer
Newburgh

THAT Council enters into a closed session at 7:15 pm to discuss LABOUR in Town (as per Sec 20 of the Municipalities Act or Part III of the Local Authority Freedom of Information and Privacy Act).

Carried

270-23
Exit W/O

Becker
Newburgh

THAT Council exits the closed session at 8:10 pm without report.

Carried

271-23
CAO
Contract

Newburgh
Becker

WHEREAS the Council has heard the recommendations from the Personnel Committee;

BE IT RESOLVED THAT Council accepts the terms and conditions in the contract for the CAO for the Town of Herbert and approve of Schedule "A", attached to the contract.

Carried

[Initial]

272-23
Year-end
Employee
Bonuses

Becker
Gammel

THAT Council approves of year-end bonuses issued in the form of (2) gift cards awarded to each employee in the amounts of \$100.00 each from both Mikey's Groceries and Herbert Pioneer Co-op, totalling \$200.00 per an employee.

Carried

273-23
Adjournment

Newburgh

THAT this meeting is adjourned at 8:30 p.m. and that Council meet for the next regular meeting scheduled on Monday, January 8, 2024, at 6:00 p.m.

Carried

CAO

Mayor Ron Mathies

[Initial]