

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 16, 2024.

Present Mayor: Ron Mathies Staff: Michelle Mackow – CAO
Councillors: Pat Gammel (Absent)
Daniel Hamm
Darla Martens
Tom Newburgh
Jim Richardson
Dawn Wanner

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

254-24 Consent Agenda	Richardson Martens	THAT the Consent Agenda be adopted as a whole and forms a part of these minutes.	Carried
255-24 Admin Report	Hamm Newburgh	THAT Council approves the Administrator’s Report as presented and forms a part of these minutes.	Carried
256-24 Council Reports	Richardson Wanner	THAT Council, Committee and Mayor reporting given at this meeting are approved and filed.	Carried
257-24 Bylaw 2025-01 To Amend Appendix B For Bylaw 2024-02 FIRST READING	Richardson Hamm	WHEREAS the Town of Herbert’s garbage and recycle service provider is implementing an increase to carts and bins as follows: <i>Carts will increase from \$15.25 to \$17.00; commercial garbage bins will increase 5.5% and commercial recycle bins will increase 9.9%; and</i> WHEREAS Appendix B to Bylaw 2024-02 will require an amendment to accommodate the above increases; BE IT RESOLVED THAT Bylaw 2025-01, a Bylaw to amend Appendix B for Bylaw 2024-02, has been given a FIRST READING.	Carried
258-24 Bylaw 2025-01 SECOND READING	Newburgh Wanner	BE IT RESOLVED THAT Bylaw 2025-01, a Bylaw to amend Appendix B for Bylaw 2024-02, has been given a SECOND READING.	Carried
259-24 Bylaw 2025-01 THIRD READING	Newburgh Martens	WHEREAS the Town of Herbert’s garbage and recycle service provider is implementing an increase to carts and bins as follows: <i>Carts will increase from \$15.25 to \$17.00; commercial garbage bins will increase 5.5% and commercial recycle bins will increase 9.9%; and</i> WHEREAS Appendix B to Bylaw 2024-02 will require an amendment to accommodate the above increases; BE IT RESOLVED THAT Bylaw 2025-01, a Bylaw to amend Appendix B for Bylaw 2024-02, will be given a THIRD READING at this meeting.	Carried
260-24 Bylaw 2025-01 ADOPTION	Wanner Newburgh	BE IT RESOLVED THAT Bylaw 2025-01, a Bylaw to amend Appendix B for Bylaw 2024-02, has been given a THIRD READING & ADOPTED.	Carried
261-24 Standing Committee Appointments	Martens Wanner	WHEREAS the Council Procedure Bylaw, #2016-12, says 70. <u>Appointments</u> <i>70.1 All Committee appointments shall be by majority vote of Council or, if permitted by Council resolution or bylaw, by majority vote of the Committee.</i>	

[Initial]

70.2 Notwithstanding Subsection 70.1, appointments to Standing Committees shall be as directed by the Mayor, but subject to Council review and acceptance; AND

WHEREAS the Mayor is an ex officio voting member of all Committees established by Council and that the CAO for the Town of Herbert will act as the Secretary for all committees;

BE IT RESOLVED THAT Mayor Mathies makes the following appointments to Town of Herbert's Standing Committees:

- Bylaw Enforcement Committee
 - Tom Newburgh – Chairperson
 - Darla Martens – Member
- Utilities and Waste Committee
 - Daniel Hamm – Chairperson
 - Tom Newburgh – Member
- Economic Development
 - Darla Martens – Chairperson
 - Dawn Wanner – Member
- Transportation Committee
 - Dawn Wanner – Chairperson
 - Pat Gammel – Member
- Emergency and Fire Preparedness Committee
 - Jim Richardson – Chairperson
 - Daniel Hamm – Member
- Recreation Committee
 - Pat Gammel – Chairperson
 - Jim Richardson – Member

Carried

262-24
Council
Committee
Appointments

Hamm
Richardson

WHEREAS the Council Procedure Bylaw, #2016-12, says

70. Appointments

70.1 All Committee appointments shall be by majority vote of Council or, if permitted by Council resolution or bylaw, by majority vote of the Committee; AND

WHEREAS the Mayor is an ex officio voting member of all Committees established by Council and that the CAO for the Town of Herbert will act as the Secretary for all committees;

BE IT RESOLVED THAT HERBERT COUNCIL makes the following appointments to Town of Herbert's Committees:

1. Building Committee
 - Daniel Hamm – Chairperson
 - Pat Gammel – Member
2. Equipment Committee
 - Pat Gammel – Chairperson
 - Jim Richardson – Member
3. Personnel Committee
 - Jim Richardson – Chairperson
 - Tom Newburgh – Member
4. Finance Committee
 - Darla Martens – Chairperson
 - Dawn Wanner – Member
5. Fundraising Committee (sub-committee of the HDRB)
 - Tom Newburgh

Carried

263-24 External Committee Appointments	Newburgh Hamm	<p>WHEREAS the Council Procedure Bylaw, #2016-12, says 70. <u>Appointments</u> <i>70.1 All Committee appointments shall be by majority vote of Council or, if permitted by Council resolution or bylaw, by majority vote of the Committee.</i></p> <p>BE IT RESOLVED THAT HERBERT COUNCIL makes the following appointments to the following external committees:</p> <p style="padding-left: 40px;">Herbert & District Rec Board – Darla Martens Herbert & District Sports Complex Inc – Daniel Hamm Mainline Mutual Aid – Jim Richardson Herbert Ferry Regional Park – Dawn Wanner Chinook Regional Library – Dawn Wanner Herbert Chamber of Commerce – Darla Martens</p> <p style="text-align: right;">Carried</p>
264-24 CRL Budget for Additional Hours & Supplies	Hamm Newburgh	<p>WHEREAS Town Council see the benefits of providing services offered by having a Chinook Regional Library Branch in Herbert, and</p> <p>WHEREAS in addition to the regular hours the annual payment to CRL provides, the Town provides Saturday morning hours, crafting hours and crafting supplies;</p> <p>BE IT RESOLVED THAT Council approve the submitted budget of \$6,512.45 for the additional hours and supplies.</p> <p style="text-align: right;">Carried</p>
265-24 Sumassure Insurance Premium	Richardson Hamm	<p>WHEREAS the Town of Herbert carries insurance through Sumassure and the annual insurance premium is due January 31, 2025;</p> <p>BE IT RESOLVED THAT Town Council ask the CAO to ensure payment of \$80,149.00 is paid prior to the due date.</p> <p style="text-align: right;">Carried</p>
266-24 Cost Share Proposal	Newburgh Richardson	<p>WHEREAS regular professional maintenance for the Sports Complex ice plant is required to protect the investment;</p> <p>BE IT RESOLVED THAT Town Council proposes a fifty-fifty (50/50) cost share with Herbert & District Sports Complex Inc. on the Ainsworth 5-year maintenance agreement, and THAT the cost for 2024/2025 for each party is \$1725.00.</p> <p style="text-align: right;">Carried</p>
267-24 HDSC Reserve Funds	Hamm Wanner	<p>WHEREAS the Herbert & District Sports Complex Inc. have requested their reserve funds be paid out to them;</p> <p>BE IT RESOLVED THAT Town Council ask the CAO to pay the HDSC Inc. \$28,615.00 prior to December 31, 2024.</p> <p style="text-align: right;">Carried</p>
268-24 Transfer of Property to the Town	Hamm Martens	<p>WHEREAS a request to the Town to accept transfer of the property known as Lot 1, Block 1, Plan 62392 for the cost of the 2024 outstanding taxes in the amount of \$2529.58; and</p> <p>WHEREAS the transfer of the property to the Town of Herbert will allow the executor to proceed with payment of the Specific Bequests made in the Last Will and Testament of the previous property owner;</p> <p>BE IT RESOLVED THAT Council for the Town of Herbert will accept title transfer for the property described above after the 2024 outstanding taxes have been paid.</p> <p style="text-align: right;">Carried</p>

269-24 Request for Purchase & Lot for Consolidation	Hamm Richardson	<p>WHEREAS a proposal to purchase Lots 2 & 3; Block 3; Plan B3773 has been made to Town Council; and</p> <p>WHEREAS the proposal includes the consolidation of lot's 2 & 3 for tax roll purposes;</p> <p>BE IT RESOLVED THAT Council for the Town of Herbert accept the proposal to purchase and consolidate the lots as described as above.</p> <p style="text-align: right;">Carried</p>
270-24 FCM Membership Renewal	Hamm Martens	<p>WHEREAS the FEDERATION OF CANADIAN MUNICIPALITIES supports municipalities through funding opportunities and lobbying on our behalf;</p> <p>BE IT RESOLVED THAT Council ask the CAO to renew the membership with FCM at a cost of \$329.96.</p> <p style="text-align: right;">Carried</p>
271-24 Closed Session	Newburgh Richardson	<p>THAT Council enters into a closed session at 7:25 pm to discuss PERSONNEL in Town (as per Sec 20 of the Municipalities Act or Part III of the Local Authority Freedom of Information and Privacy Act).</p> <p style="text-align: right;">Carried</p>
272-24 Exit W/O Report	Wanner Newburgh	<p>THAT Council exits the closed session at 8:40 p.m. without report.</p> <p style="text-align: right;">Carried</p>
273-24 Christmas Greetings	Newburgh Richardson	<p>THAT Council will purchase Christmas Greetings through CKSW & CJME.</p> <p style="text-align: right;">Defeated</p>
274-24 Adjournment	Wanner	<p>THAT this meeting be adjourned at 8:45 p.m.; and that the Council meet again on January 6, 2025 for a regular meeting at 6:00 p.m.</p> <p style="text-align: right;">Carried</p>

CAO

Mayor Ron Mathies

[Initial]