The minutes of the regular meeting of the Council of the Town of Herbert held in the Council Chambers on September 23, 2019 at 503 Herbert Avenue.

Present Mayor: Ron Mathies Staff: Michelle Mackow – CAO

 Councilors: Brad Cornelson Spectator: Rhonda Ens – The Herald Iain Dunbar

 Devin Harlick Absent: Bob MacFarlane

 Leroy Martens

 Doug Osmond

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

255-19 Osmond THAT the Consent Agenda be adopted as a whole and forms a part of these

Consent Cornelson minutes.

Agenda Carried

256-19 Osmond THAT Council approves the Administrator’s Report as presented and forms

Admin Dunbar a part of these minutes.

Report Carried

257-19 Dunbar THAT Council, Committee and Mayor reporting given at this meeting is

Council Cornelson approved and filed.

Reports Carried

258-19 Harlick THAT Council approve the Herbert Volunteer Fire Department’s monthly

HVFD Dunbar report for August, 2019 as presented by Fire Chief, Brad Cornelson and filed.

Report

 Carried

259-19 Dunbar WHEREAS Tax Enforcement procedures have been properly followed for

Tax Harlick the property known as Lot 8; Block 28; Plan O1060 in the Town of Herbert;

Enforcement

 BE IT RESOLVED THAT Council authorizes the Administrator to apply to

 Take title for same.

 Carried

260-19 Osmond WHEREAS quotes for the replacement of the furnace at the Herbert Library

Furnace Cornelson have been reviewed by Council;

Replacement

At Library BE IT RESOLVED THAT Council instruct the Administrator to hire MacAttack Plumbing to do the project.

 Carried

261-19 Dunbar THAT Bylaw 2014-04, a Bylaw by the Town of Herbert, TO ESTABLISH

Bylaw Harlick SOLID WASTE AND RECYCLING COLLECTION SERVICES AND

2014-04 RATES be amended by adding the following to Part 5 – MONTHLY FEES:

Amendment

 #11 Fees for carts remain in effect regardless of the dwelling being occupied or vacant.

 Carried

262-19 Dunbar THAT Town Council has received design drawings for the front entrance

Front Osmond renovation on the Town Office and instruct the Administrator to advertise

Office Entry for open tender.

Tender Carried

263-19 Dunbar WHEREAS the Herbert & District Sports Complex Inc. (HDSC Inc.) Bleacher Osmond approved of a proposal from Herbert Minor Hockey to remove and replace

Project at the lobby bleachers at the Herbert Sports Complex at their September 10th HSC board meeting; and

 WHEREAS the same proposal was presented to Town Council at the September 23, 2019 regular Council Meeting including the following details:

 - The bleachers will be made of wood and painted

 - They will be in the same location as the previous bleachers

 - The size will be much the same as the current bleachers

 - The bleachers will be boxed in on the sides and the bottoms

 - There will be small stairs and handrails for ease of access

 - The bench that is currently on the back side will be replaced too

 BE IT RESOLVED THAT Town Council approve of the project as presented and the responsibility of meeting any applicable code will lie with the HDSC Inc.

264-19 Dunbar THAT Bylaw 2006-06, a Bylaw of the Town of Herbert,TO REGULATE

Bylaw Cornelson AND CONTROL THE USE AND CONSUMPTION OF WATER FROM

2006-06 THE MUNICIPALITY’S WATERWORKS DISCHARGE OF SYSTEM

Amendment AND TO CONTROL AND REGULATE THE SEWAGE INTO THE MUNICIPALITY’S SEWAGE SYSTEM, be amended as follows:

 6. Serviced property owners must carry a utility account regardless of it being active or not. The account remains for as long as the account holder owns the property.

 7. ~~Each application shall be accompanied by the payment of a service~~  ~~deposit in the amount of $120.00~~. Each utility account application shall be accompanied by the payment of a service deposit in the amount of $120.00 for a property owner, and $250.00 for a renter.

 8. The service deposit for renters shall be applied to the final billing upon service being disconnected at the request of the consumer; ~~provided all water usage charges are paid in full.~~ Any credit amount remaining will be refunded to the renter.

 Carried

265-19 Osmond WHEREAS the Herbert & District Sports Complex Inc. (HDSC Inc.)

Policy Harlick now operates the Herbert Sports Complex facility;

Amendment

 BE IT RESOLVED that the policy for TOWN OWNED FACILITY/ EQUIPMENT USE be amended as follows:

 Herbert Sports Complex – Lobby & Kitchen

* ~~Full day - $100.00 per day with a minimum charge of $100.00~~
* Determined by the Herbert & District Sports Complex Inc.

 **Regulation 500.F.iii**

 Herbert Sports Complex

 The Herbert Sports Complex is a Town owned facility. The ~~Herbert and~~  ~~District Recreation Board~~ Herbert & District Sports Complex Inc. will make recommendations to Town Council regarding maintenance, repairs, requirements, renovations, and usage of the facility. Town Council must approve any tangible changes to the facility. ~~and all activity regarding the~~  ~~Herbert Sports Complex~~.

 The sports complex kitchen is a Town owned facility. The kitchen is inspected and licensed by Saskatchewan Public Health on a yearly basis prior to opening for the facility’s winter season from approximately mid-October to mid-March. Usage of the facility beyond this season and license will require additional approval from Public Health.

 Kitchen usage must be supervised by an individual holding a current FOODSAFE certificate. Cleaning and maintenance is pre-determined by ~~the~~  ~~Town of Herbert~~ Herbert & District Sports Complex Inc. ~~and all users of the~~  ~~facility must comply with the posted maintenance and cleaning schedules.~~ ~~The cleaning and maintenance schedules/checklists form a part of this policy.~~

 **Invoicing the Herbert & District Sports Complex for Services**

 **Power**

 The Herbert & District Sports Complex Inc. will be responsible for power costs at the Herbert Sports Complex from September 1 to March 31 of each year as per agreement.

 The Town of Herbert will invoice the HDSC Inc. on a monthly basis for power. Amounts will be due 30 (thirty) days from the date of the invoice. A copy of the SaskPower invoicing will accompany the Town of Herbert’s invoicing.

 **Energy**

 The Herbert & District Sports Complex Inc. will be responsible for energy costs at the Herbert Sports Complex from September 1 to March 31 of each year as per agreement.

 The Town of Herbert will invoice the HDSC Inc. on a monthly basis for energy. Amounts will be due 30 (thirty) days from the date of the invoice. A copy of the SaskEnergy invoicing will accompany the Town of Herbert’s invoicing.

 **Telephone**

 The Herbert & District Sports Complex Inc. will be responsible for phone costs at the Herbert Sports Complex from September 1 to March 31 of each year as per agreement.

 The Town of Herbert will invoice the HDSC Inc. on a monthly basis for phone. Amounts will be due 30 (thirty) days from the date of the invoice. A copy of the SaskTel invoicing will be provided upon request.

 Carried

266-19 Cornelson THAT Council enter into a closed session at 9:03 pm to discuss Land

Closed Harlick Use (as per Sec 20 of the Municipalities Act or Part III of the Local

Session Authority Freedom of Information and Protection of Privacy Act.)

 Carried

267-19 Osmond THAT Council exit the closed session at 9:20 pm without report.

Exit W/O Dunbar

Report Carried

268-19 Harlick THAT this meeting is adjourned at 9:20 p.m. and that Council meet

Adjournment againfor a regular meeting on October 15, 2019 at 7:00 p.m.

 Carried

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CAO Mayor Ron Mathies