

**MINUTES OF A REGULAR MEETING OF THE COUNCIL OF
THE VILLAGE OF NEILBURG,**

held in the Municipal Office at 39 L.E. Gibbons Centre Street, Neilburg
on Monday, August 10, 2026, at 6:00 p.m.

Call to Order

Mayor Brent Wiens called the meeting to order at 6:00 p.m.

Members Present

Mayor Brent Wiens
Councillor Cindy Olchowecki
Councillor Jim Lamb
Councillor Tara Forbes- Via Phone
Chief Administrative Officer Kathleen McGladdery

Members Absent

Councillor Ernie Ducherer

Minutes

104/2026 *Cindy Olchowecki*

That the minutes of the July 13, 2026 regular meeting be adopted as circulated.

Motion Carried.

Financial Activities

105/2026 *Cindy Olchowecki*

That the Statement of Financial Activities for the month of July 2026 and the
Bank Reconciliations for July 2026 be approved as presented.

Motion Carried.

RCMP Sgt. Will Picard presented quarterly report to council at 6:09 p.m. and left the meeting
at 6:20 p.m.

Mayor Brent Wiens declared a pecuniary interest in Direct Deposit Payment number 132 to
Ava Wiens in the amount of \$1646.02 and left the council chambers at 6:22 p.m.

Pecuniary Interest- Ava Wiens Payment

106/2026 *Jim Lamb*

That the Council of the Village of Neilburg approve direct deposit payment
number 132 to Ava Wiens in the amount of \$1646.02.

Motion Carried.

Mayor Brent Wiens returned to the meeting chambers at 6:23 p.m.

Accounts

107/2026 *Jim Lamb*

That the accounts be approved and authorized for payment and that a list of
cheques numbered 5701-5723 inclusive, payroll direct deposit 127-132 inclusive
and online payments 2026-0105-2026-0121 and 2026-07 be presented in
Schedule 'A' to these minutes.

Motion Carried.

Correspondence

- Luke & Tricia Newport

RE: Request for Approval to Construct Privacy
Fence Exceeding Maximum Height

BW
AM

Temporary Fence108/2026 *Brent Wiens*

That the Council of the Village of Neilburg allows a temporary fence solution to be installed above the maximum 2.2-meter requirement in the backyard at 24 1st Street East while the civil matter exists.

Motion Carried.

Tax Title Property- PT SW 06 45 25109/2026 *Brent Wiens*

That the Village of Neilburg tender tax title property, PT SW 06 45 25, also known as 104 Highway 40 W, as per Section 31 of *the Tax Enforcement Act*. Tenders to be opened at the September 14, 2026, council meeting.

Motion Carried.

Dilapidated Building110/2026 *Brent Wiens*

That the Council of the Village of Neilburg tender to remove the dilapidated shed at the yard on the property of Lot 6 Blk B Plan 69B08646 as per section 5 of the Bylaw 2023-03, *The Nuisance Abatement Bylaw* and Section 366 of *the Municipalities Act*.

Motion Carried.

Casual Water Treatment Plant Operator111/2026 *Cindy Olchowecki*

That the Village of Neilburg hire Brandy Bogics as a casual water treatment plant operator starting August 3, 2026 at rate of \$20/hr.

Motion Carried.

2025 Waterworks Rate Policy112/2026 *Cindy Olchowecki*

That the Council of the Village of Neilburg adopt the 2025 Waterworks Rate Policy and that it be made available to the public on the Village of Neilburg website.

Motion Carried.

2026-01 A Bylaw to Rename Centre Street 1st Reading113/2026 *Tara Forbes*

That Bylaw 2026-01 a Bylaw to rename centre street a bylaw of the Village of Neilburg be read a first time at this meeting.

Motion Carried.

The Bylaw was read by the Chief Administrative Officer.

2026-01 A Bylaw to Rename Centre Street 2nd Reading114/2026 *Cindy Olchowecki*

That Bylaw 2026-01 a Bylaw to rename centre street a bylaw of the Village of Neilburg be read a second time at this meeting.

Motion Carried.

The Bylaw was read by the Chief Administrative Officer.

2026-01 A Bylaw to Rename Centre Street 3rd Reading Approval115/2026 *Cindy Olchowecki*

BW
JM

That Bylaw 2026-01 a Bylaw to rename centre street a bylaw of the Village of Neilburg be given three readings at this meeting.

Motion Carried.
Unanimously.

The Bylaw was read by the Chief Administrative Officer.

2026-01 A Bylaw to Rename Centre Street 3rd Reading

116/2026 *Brent Wiens*

That Bylaw 2026-01 a Bylaw to rename centre street a bylaw of the Village of Neilburg be read a third time and adopted for use.

Motion Carried.

2026-02 A Bylaw to provide for the numbering of houses and other buildings 1st Reading

117/2026 *Jim Lamb*

That Bylaw 2026-02 a Bylaw to provide for the numbering of houses and other buildings a bylaw of the Village of Neilburg be read a first time at this meeting.

Motion Carried.

The Bylaw was read by the Chief Administrative Officer.

2026-02 A Bylaw to provide for the numbering of houses and other buildings 2nd Reading

118/2026 *Cindy Olchowecki*

That Bylaw 2026-02 a Bylaw to provide for the numbering of houses and other buildings a bylaw of the Village of Neilburg be read a second time at this meeting.

Motion Carried.

The Bylaw was read by the Chief Administrative Officer.

2026-02 A Bylaw to provide for the numbering of houses and other buildings 3rd Reading Approval

119/2026 *Tara Forbes*

That Bylaw 2026-02 a Bylaw to provide for the numbering of houses and other buildings a bylaw of the Village of Neilburg be given three readings at this meeting.

Motion Carried.
Unanimously.

The Bylaw was read by the Chief Administrative Officer.

2026-02 A Bylaw to provide for the numbering of houses and other buildings 3rd Reading

120/2026 *Brent Wiens*

That Bylaw 2026-02 a Bylaw to provide for the numbering of houses and other buildings a bylaw of the Village of Neilburg be read a third time and adopted for use.

Motion Carried.

2026-03 A Bylaw to provide for the naming of municipal roads 1st Reading

121/2026 *Brent Wiens*

That Bylaw 2026-03 a Bylaw to provide for the naming of municipal roads a bylaw of the Village of Neilburg be read a first time at this meeting.

Motion Carried.

The Bylaw was read by the Chief Administrative Officer.

BW
KM

2026-03 A Bylaw to provide for the naming of municipal roads 2nd Reading

122/2026 *Cindy Olchowecki*

That Bylaw 2026-03 a Bylaw to provide for the naming of municipal roads a bylaw of the Village of Neilburg be read a second time at this meeting.

Motion Carried.

The Bylaw was read by the Chief Administrative Officer.

2026-03 A Bylaw to provide for the naming of municipal roads 3rd Reading Approval

123/2026 *Tara Forbes*

That Bylaw 2026-03 a Bylaw to provide for the naming of municipal roads a bylaw of the Village of Neilburg be given three readings at this meeting.

Motion Carried.
Unanimously.

The Bylaw was read by the Chief Administrative Officer.

2026-03 A Bylaw to provide for the naming of municipal roads 3rd Reading

124/2026 *Jim Lamb*

That Bylaw 2026-03 a Bylaw to provide for the naming of municipal roads a bylaw of the Village of Neilburg be read a third time and adopted for use.

Motion Carried.

Adjourn

125/2026 *Cindy Olchowecki*

That this meeting does now adjourn at 7:28 p.m.

Motion Carried.



Mayor



Chief Administrative Officer

Schedule 'A'

5701	Accu-Flo	2,227.10
5702	Associated Engineering Ltd.	3,923.85
5703	ATS Traffic Ltd.	9,914.21
5704	BI-Systems Electric and	546.23
5705	David Gingell	1,750.00
5706	Hipperson Construction	35,239.14
5707	Jay's Group of Companies	297.50
5708	Terri Liebelt	13.50
5709	Lloydminster Co-Operative Ltd	795.76
5710	Maranan, Maricris	2,475.39
5711	McIntosh Garage & Autobody Ltd	5,220.18
5712	Meridian Surveys Ltd.	1,299.85
5713	Saskatchewan Health Authority	161.00
5714	Neilburg Community Hall	2,315.00
5715	Neilburg Recreation Board	110.00
5716	Nutbrown Brothers Trenching Lt	1,820.40
5717	Pat Gibbons Ltd	1,435.17
5718	Provincial Mediation Board	20.00
5719	Rural Municipality of Hillsdale	13,914.29
5720	Unicon Construction Inc.	10,495.63
5721	Village of Neilburg	1,022.50
5722	West Yellowhead Waste Resource	2,288.81
5723	Shadow Tree Services	1,665.00
2026-07	Minister of Finance	54,728.40
2026-0105	Collabria Mastercard	1,475.72
2026-0106	Municipal Employees Pension	1,553.10
2026-0107	Receiver General for Canada	4,366.90
2026-0108	Sask Energy	261.70
2026-0109	Sask Energy	55.90
2026-0110	Sask Energy	158.20
2026-0111	Sask Power	1,442.39
2026-0112	Sask Power	799.66
2026-0113	Sask Power	278.25
2026-0114	Sask Power	152.82
2026-0115	Sask Power	150.04
2026-0116	Sask Power	99.12
2026-0117	Sask Power	233.67
2026-0118	Sask Power	96.95
2026-0119	Sask Tel	82.38
2026-0120	Sask Tel	286.17
2026-0121	Sask Power	159.00

AGENDA



Regular Council Meeting of the Village of Neilburg • August 10, 2026

Call to Order

Members Present

Declaration of Interest

Additions to Agenda

Minutes

July 13, 2026

Statement of Financial Activities

July 2026

Bank Reconciliation

July 2026

Accounts

Correspondence

- Luke & Tricia Newport

RE: Request for Approval to Construct Privacy Fence
Exceeding Maximum Height

Other Business

1. CAO Report
2. Tax Title Property- PT SW 06 45 25
3. Bylaw Enforcement- dilapidated building
4. Casual WTP Operator
5. 2025 Waterworks Rate Policy
6. Development Permit- 2026-02
7. Back Alley behind 118 4th Avenue East
8. Bylaw 2026-01 A Bylaw to Rename Centre Street
9. Bylaw 2026-02 A Bylaw to provide for the numbering of houses and other buildings
10. Bylaw 2026-03 A Bylaw to provide for the naming of municipal roads

Delegations

-

Adjourn

VILLAGE OF NEILBURG

BYLAW 2026-02

**A BYLAW TO PROVIDE FOR THE
NUMERING OF HOUSES AND OTHER BUILDINGS**

The Council for the Village of Neilburg in the Province of Saskatchewan enacts as follows:

1. A uniform system of numbering houses and other buildings is hereby established according to the Saskatchewan Civic Address Registry, Civic Addressing and Road Naming Information Guide March 2022, Urban Addressing. Schedule 'A'.
2. Each house or building shall bear the number assigned to the frontage on which the front entrance is situated.
3. Notwithstanding section 2 of this bylaw, upon request of the owner of a property situated on a corner, the number assigned may be specific to the flankage.
4. In case a house or building is occupied by more than one family dwelling unit or business, each separate front entrance of said house or building shall bear a separate number.
5. Numerals indicating the official number of each house or building, or each front entrance shall be posted in a manner as to be visible from the street on which the property is located.
6. The CAO (or other designated person) shall be responsible for maintaining the numbering system and shall keep a record of all numbers assigned under this bylaw.
7. Any person who contravenes the provisions of this bylaw is guilty of an offence and upon conviction shall be liable as per the General Penalty Bylaw.

READ a first time this 10th day of August, 2026.

READ a second time this 10th day of August, 2026.

READ a third time and adopted this 10th day of August, 2026.



Mayor

Chief Administrative Officer

Schedule "A"
Saskatchewan Civic Address Registry
Civic Addressing and Road Naming Information Guide March 2022
Urban Addressing

4.0 URBAN ADDRESSING

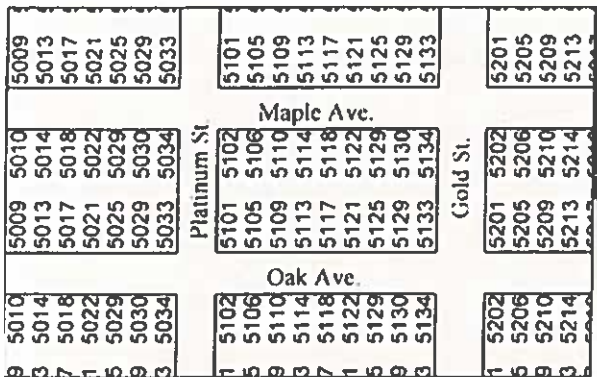
4.1 Civic Numbers

Civic Numbers are the "house" numbers that are assigned to each building along the road. Each and every significant structure needs to be numbered. (Garages, sheds, and other outbuildings do not need to be numbered.) The selection of a civic number to be assigned to a building must be performed carefully to ensure that future problems do not surface when, for example, a new structure is constructed between two existing structures.

The assignment of civic numbers is best based on a measurement system. Under such a system the road is divided into 8 metre segments (or 25-foot segments) and the civic numbers.

- 1. Odd and even civic numbers should be on opposite sides of a road. This rule needs to be applied consistently throughout a single municipality. As an example, all buildings on the east side of a road would be assigned an odd number and on the west side assigned an even number. Similarly, all buildings on the South side of a road would receive even numbers and those on the north would receive odd numbers. While existing addresses in municipalities varies on this point, a suggested province wide standard would be to adopt the evens west and south and odds north and east approach.
- 2. As shown in Figure 4.1A, blocks should be numbered so that the same number range occurs on the same block of each parallel street. For example, in the figure, the 5100 block of Maple Ave. and of Oak Ave. both lie between Platinum St. and Gold St.

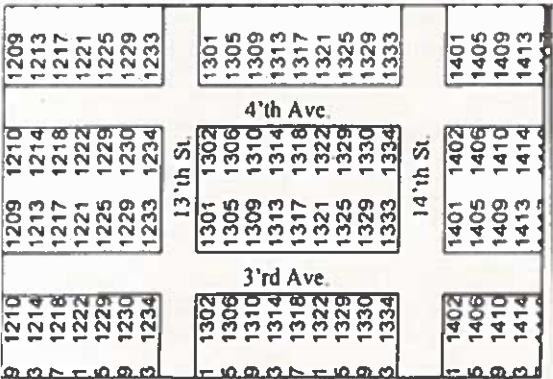
Figure 4.1A: Consistent Block Numbering



addresses could be assigned for a distance of 50 blocks in each direction before running out of numbers

- b. If the roads are numbered, the civic numbers should be assigned so that the block number is the same as the lowest numbered crossroad. In Figure 4.1B, 1322-4th Ave lies between 13th St. and 14th St. When this rule is applied under the quadrant numbering system, it will result in all civic numbers increasing away from the origin of the street numbering, as opposed to increasing north and east.

Figure 4.1B: Civic Numbering Fit with Block Numbering



4. Buildings that are located on the corner of two roads should be addressed according to where the main entrance of the building faces. If the building has an entrance facing each road, then each entrance should be given a separate address with both addresses referring to the same building. This conforms to current practice in most Saskatchewan municipalities.
5. Strip malls may have a separate civic number assigned to each individual business within the strip mall, but the preferable method is to assign one civic address to the entire mall and assign unit numbers to each of the units. The civic address to be assigned to the strip mall is the civic address that most closely corresponds to the middle of the mall.

4.2 Unit Numbers

Unit numbers are used when there are multiple addressable units at a single location (e.g., apartment buildings). Unit numbers are normally assigned by the building owner but should use a rational numbering system (e.g., apartment numbers that start with the floor number). Unit numbers will also be employed in the situations of strip malls, office buildings, and trailer parks.

VILLAGE OF NEILBURG**BYLAW 2026-03****A BYLAW TO PROVIDE FOR THE
NAMING OF MUNICIPAL ROADS**

The Council for the Village of Neilburg in the Province of Saskatchewan enacts as follows:

1. A uniform system of naming municipal roads is hereby established according to the Saskatchewan Civic Address Registry, Civic Addressing and Road Naming Information Guide March 2022, Urban Addressing, Road Names. Schedule 'A'.
2. Each urban municipal road shall be named.
3. Names are assigned at time so subdivision and/or survey.
4. The CAO (or other designated person) shall be responsible for maintaining the road naming system and shall keep a record as assigned under this bylaw. Schedule 'B'.
5. Any person who contravenes the provisions of this bylaw is guilty of an offence and upon conviction shall be liable as per the General Penalty Bylaw.

READ a first time this 10th day of August, 2026.

READ a second time this 10th day of August, 2026.

READ a third time and adopted this 10th day of August, 2026.



Mayor

Chief Administrative Officer

Schedule "A"

Saskatchewan Civic Address Registry

Civic Addressing and Road Naming Information Guide March 2022

Urban Addressing – Road Names

4.0 URBAN ADDRESSING

4.3 Road Names

Each road in an urban municipality should be named. For the most part, municipalities use the road names that were assigned when the municipality was originally subdivided and these names are the legal, official names of the roads, except where they have been officially changed by the municipality. These names are shown on the survey plans and are included in the SaskGIS Cadastral data base.

Road names can be broken down into four distinct components. The two mandatory components are the name and the type. The other two components, the directional prefix and suffix are optional and can be found at the front or the end of a road name.

Table 4.3: Road Name Components

Description	Values	Example
Directional Prefix	North, South, East, West, NE, NW, SE, SW	North
Name	Any name up to 40 characters	Industrial
Type	See Table 4.3.2 for a list	Road
Directional Suffix	North, South, East, West, NE, NW, SE, SW	West

4.3.1 Name Component

Roads can be named or numbered. Both systems are in common use and have their advantages. Well-chosen names can be easier for people to remember but numbers lend themselves better to a predictable addressing system.

Naming Roads

If the naming option is taken then the following rules (taken from *Addressing Systems*, published by the National Emergency Number Association) should be followed to ensure that there is no confusion when using the names. This is particularly true when the name is provided verbally under situations of stress, as is the case when a 9-1-1 call is made.

1. If the road is continuous, do not change names at an intersection, curve, or some other point.
2. Similarly, if the road is interrupted (built in two or more unconnected segments) and the interruption is more than one block long, do not assign the same name to both segments of the road, unless it is likely to be connected in the near future.
3. Avoid sound alike names (e.g., Smith Street, Smyth Street).
4. Do not use the same name with a different street type (e.g., Pine Road, Pine Street).
5. Do not use special characters in road names such as hyphens, apostrophes, or dashes.
6. Avoid the use of the standard street types and directional prefixes and suffixes as street names (e.g., South Avenue, Court Street).

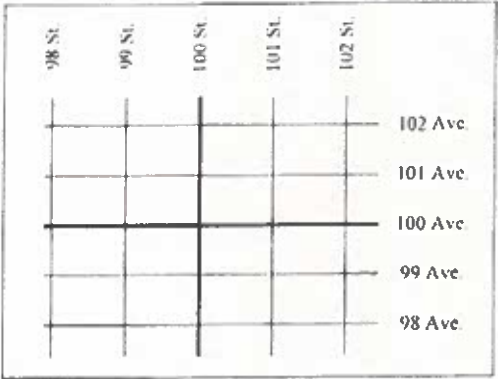
Keep road names simple, short and avoid non-standard spellings.

Numbering Roads

Numbering the roads is a simpler exercise than naming them if the roads are laid out in a grid pattern. The primary concern with numbering is how to handle the situation of running out of numbers. This will occur if, for example, a future expansion of the town or village results in a road being built that would have to be numbered 0 (zero) or -1 in order to keep the numbering pattern. There are two options to road numbering.

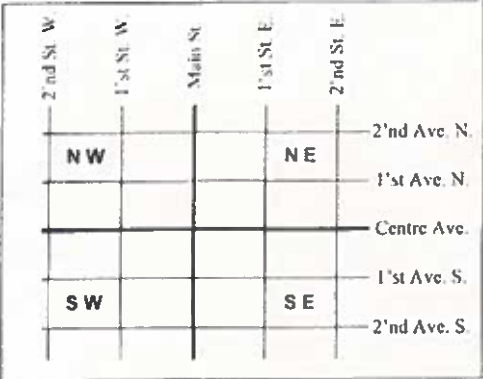
The first is to select an intersection near the centre of the town or village and number those roads with a number that is high enough that when numbering the roads in descending order the numbers will not run out. (This approach is not infallible as the City of Edmonton found out. They have run out of numbers despite the fact that they started numbering at 100 at the downtown). See Figure 4.3.1A. The disadvantage to this approach is that road "names" are duplicated (e.g., there is a 100 St and a 100 Ave.). This is a poor practice as it can introduce confusion about which road name is being referred to.

Figure 4.3.1A: Street Numbering Without Quadrants



The second option is to use the quadrant system. The two intersecting roads near the centre of the town or village are named and the remaining roads are numbered away from these two main roads. See Figure 4.3.1B. The result is that the area is divided into four quadrants and the quadrant designators (NW, NE, SW, SE) are included in the road name to provide uniqueness. The disadvantage of this system is that road names are duplicated 4 times with there being, for example, two 1st streets and two 1st avenues.

Figure 4.3.1B: Road Numbering with Quadrants



An advantage of both numbering approaches over the naming approach is that the predictability of an address is much better with the numbering approach. That is, for a person who is not familiar with the road names in a town, it is easier to find 14th Ave. starting from 6th Ave, than it would be to find Pine St. starting from Granite St.

Summary

The following table summarizes the advantages and disadvantages of each system. The choice of whether to name or number the roads is left with the individual municipalities.

Table 4.3.1: Name or Numbering Roads

	ADVANTAGES	DISADVANTAGES
Naming Roads	• Easier to remember and use • Cannot run out of names • Can be used when roads do not form a rectangular pattern	• Not as predictable as numbers • Similar sounding names can cause confusion
Numbering Roads	• Predictable • Easy to sign	• Difficult to remember • Cannot be used if the roads are not rectangular • Possible to run out of numbers

4.3.2 Type Component

The type component of the name is the word "Street", "Avenue", "Bay", etc. that appears immediately following the name itself. In assigning types to the roads in a community it is recommended that the same type be used for all roads that run in the same direction. For example, by making all north-south roads "Streets" and all east-west roads "Avenues" it makes the use of the addressing system much simpler. Roads that do not run in one of the two primary directions would not be called either Streets or Avenues but would be called Crescents, Bays, Drives, etc. It is also strongly recommended that the more "exotic" road types (e.g., Wynd) not be used to avoid any confusion or uncertainty that may result from the use of unfamiliar terms.

Table 4.3.2: Street Type Suffixes

ACCESS	COUTEAU	KEY	RISE
ACRE	COVE	LANDING	ROAD
ACRES	CRESCENT	LANE	ROUTE
ALLEY	CROSSING	LINE	ROW
AUTOROUTE	DRIVE	LINK	RUE
AVENUE	ESTATE	LOOKOUT	RUELLE
BAY	ESTATES	LOOP	RUN
BEACH	EXPRESSWAY	MANOR	SQUARE
BEND	FERRY	MEADOW	STREET
BLUFF	GARDEN	MEADOWS	TERRACE
BOULEVARD	GARDENS	MEWS	TRACK
BURN	GATE	MONTEE	TRAIL
BYPASS	GLEN	PARK	TURN
CAMP	GREEN	PARKWAY	UNION
CAMPGROUND	GREENS	PASS	VIEW
CARRE	GRID	PLACE	VILLA
CENTER	GROVE	PLATEAU	VILLAS
CHEMIN	HAVEN	POINT	VISTA
COMMON	HEIGHTS	POINTE	WALK
CLOSE	HIGHLANDS	PROMENADE	WAY
CIRCLE	HIGHWAY	RAMP	WYND
CONCESSION	HILL	RANGE	
COTE	JARDIN	REACH	
COURT	JUNCTION	RIDGE	

4.3.3 Directional Prefix Component

The directional prefix is a compass direction (e.g., North) that is located before the name component of the road name. An example would be "South Railway Ave.". The use of these is not recommended for new road names as it increases the complexity level of the road name. The directional prefix is included in the definition of road names to accommodate those cases where a road name with this element already exists.

4.3.4 Directional Suffix Component

The directional suffix is a compass direction (e.g., Northwest) that is located after the type component of the road name. An example would be 16th Ave N.W. Again, the use of directional suffixes is not a preferred approach, but it is required if the quadrant system of road numbering is used. It is also used to solve the problem of running out of civic numbers (see section 3.1) when a poor selection of the starting number has been made.

