

**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, July 10, 2023 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  
Deputy Mayor Nicole Martin-Absent  
Alderman Jim Lamb  
Alderman Cindy Olchowecki  
Alderman Ernie Ducherer  
Chief Administrative Officer Kathleen McGladdery

**Minutes**

103/2023 *Cindy Olchowecki*

That the minutes of the June 12, 2023 regular meeting be adopted as circulated.

Motion Carried.

**Financial Activities**

104/2023 *Cindy Olchowecki*

That the Statement of Financial Activities for the month of June 2023 and the Bank Reconciliations for June 2023 be approved as presented.

Motion Carried.

Mayor Brent Wiens declared a pecuniary interest in payment number 4817 in the amount of \$1383.49 to Taeya Wiens and left the meeting at 6:11 p.m.

**Pecuniary Interest – Taeya Wiens**

105/2023 *Ernie Ducherer*

That payment number 4817 in the amount of \$1383.49 to Taeya Wiens be approved and authorized for payment.

Motion Carried.

Mayor Brent Wiens returned to the meeting at 6:12 p.m.

**Accounts**

106/2023 *Cindy Olchowecki*

That the accounts be approved and authorized for payment and that a list of cheques numbered 4810 to 4846 and online payment 2023-06 and utility preauthorized payments 1100-05 to 9937-05 be presented in Schedule 'A' to these minutes.

Motion Carried.

**Correspondence**

That the list of correspondence be filed:

- |                           |                                             |
|---------------------------|---------------------------------------------|
| • SaskEnergy              | Re: Municipal Surcharge on SaskEnergy Bills |
| • John Herman             | Re: Neilburg Golf Range                     |
| • RCMP Sgt. Matt Robinson | Re: Enhanced Policing Position              |
| • GFL Recycling           | Re: Recycling Quote                         |

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**Reply to John Herman Re: Golf Range**107/2023 *Brent Wiens*

That the Council of the Village of Neilburg reply to John Herman that we will extend the date to September 27, 2023 for the golf range to be cleaned up and that everything must be gone by that date.

Motion Carried.

**Bylaw 2023-03 The Nuisance Abatement Bylaw, 1<sup>st</sup> Reading**108/2023 *Cindy Olchowecki*

That Bylaw 2023-03, The Nuisance Abatement Bylaw, be read a first time.

Motion Carried.

**Bylaw 2023-03, The Nuisance Abatement Bylaw, 2<sup>nd</sup> Reading**109/2023 *Ernie Ducherer*

That Bylaw 2023-03, The Nuisance Abatement Bylaw, be read a second time.

Motion Carried.

The bylaw was read by the Administrator.

**Bylaw 2023-03, The Nuisance Abatement Bylaw, 3<sup>rd</sup> Reading**110/2023 *Jim Lamb*

That Bylaw 2023-03, The Nuisance Abatement Bylaw, be read a third time and finally approved.

Motion Carried.  
Unanimously.

**Bylaw 2023-04, The Swimming Pool Bylaw**111/2023 *Cindy Olchowecki*

That Bylaw 2023-04, The Swimming Pool Bylaw, be read a first time.

Motion Carried.

**Official Community Plan and Zoning Bylaw**112/2023 *Ernie Ducherer*

That the Council of the Village of Neilburg authorize the CAO to contact Crosby Hanna & Associates to continue to work on the Official Community Plan and Zoning Bylaw draft.

Motion Carried.

**Sidewalk Repairs**113/2023 *Cindy Olchowecki*

That the Council of the Village of Neilburg accept the quote from Cagecon Construction to repair the sidewalks at an estimated cost of \$17,455.20 before tax.

Motion Carried.

**Pavement Repairs**114/2023 *Ernie Ducherer*

That the Council of the Village of Neilburg accept the quote from G&C Asphalt to repair the five utility patches on the pavement at an estimated cost of \$26,437.50 before tax.

Motion Carried.



**Dust Control**

115/2023 *Cindy Olchowecki*

That the council of the Village of Neilburg hire Read on Roads to apply dust control on 2<sup>nd</sup> street west, 4<sup>th</sup> avenue and on the road along the Neilburg Cemetery. And that gravel be applied on the north side of 2<sup>nd</sup> street west and on 4<sup>th</sup> avenue before the dust control is applied.

Motion Carried.

**Village Green Park Tree Removal**

116/2023 *Jim Lamb*

That the council of the Village of Neilburg hire Shadow Tree Services to cut down 23 poplar trees in the Village Green Park at an estimated cost of \$14,568.75.

Motion Carried.

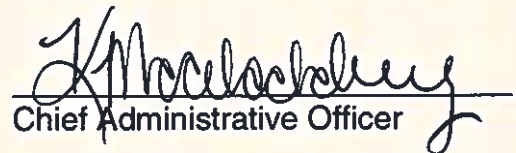
**Adjourn**

117/2023 *Ernie Ducherer*

That this meeting does now adjourn at 7:46 p.m.

Motion Carried.

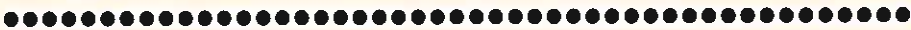
  
Mayor

  
Chief Administrative Officer



Schedule 'A'

4810	Ernie Ducherer	1,511.80
4811	Jim Lamb	170.00
4812	Nicole Martin	1,390.40
4813	Cindy Olchowecki	255.00
4814	Brent Wiens	170.00
4815	Amanda Nutbrown	503.24
4816	Arin Ostensoe	1,752.25
4817	Taeya Wiens	1,383.49
4818	Keri Bratkowski	534.63
4819	David Gingell	3,430.00
4820	Arin Ostensoe	195.66
4821	Municipal Employees Pension	668.14
4822	Receiver General for Canada	203.04
4823	Receiver General for Canada	1,316.70
4824	Bertoia Contracting Ltd.	3,170.33
4825	Collabria Mastercard	914.81
4826	David Gingell	1,200.00
4827	Information Services	61.00
4828	Jay's Group of Companies	587.97
4829	Lloydminster Co-Operative Ltd	823.22
4830	LM By-law Enforcement	369.18
4831	Kathleen McGladdery	1,215.53
4832	Saskatchewan Health Authority	23.00
4833	M.R. App & Website Development	438.34
4834	Neilburg Community Hall	350.00
4835	Neilburg Legion	395.00
4836	Neilburg Bowling Association	60.00
4837	Neilburg Recreation Board	8,932.00
4838	Pat Gibbons Ltd	139.78
4839	Rural Municipality of Hillsdale	291.11
4840	Rutherford Agencies Ltd	10.60
4841	Sk Urban Municipalities Ass	364.31
4842	Village Green Thrift Shop	490.00
4843	Village of Neilburg	940.00
4844	Virtue Construction Ltd.	4,911.45
4845	West Yellowhead Waste Resource	1,444.24
4846	Arin Ostensoe	1,000.00
1100-05	Sask Power	90.99
1878-05	Sask Power	165.46
1906-05	Sask Power	128.50
2023-06	Minister of Finance	9,881.71
275974-05	Sask Energy	275.97
304493-05	Sask Energy	304.49
3538-05	Sask Power	714.11
4072-05	Sask Power	179.81
4529-05	Sask Power	783.69
6768-06	Access Communications	158.18
67967-05	Sask Energy	67.96
6875-05	Sask Power	85.58
7541737-05	Sask Tel	175.12
7541746-05	Sask Tel	175.12
7541770-05	Sask Tel	82.77
7541842-05	Sask Tel	83.28
9937-05	Sask Power	170.47



# AGENDA



Regular Council Meeting of the Village of Neilburg • July 10, 2023

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**Call to Order**

**Members Present**

**Declaration of Interest**

**Additions to Agenda**

**Minutes**

June 12, 2023 Regular Meeting

**Statement of Financial Activities**

June 2023

**Bank Reconciliation**

June 2023

**Accounts**

**Correspondence**

- SaskEnergy
- John Herman
- RCMP Sgt. Matt Robinson
- GFL Recycling

Re: Municipal Surcharge on SaskEnergy Bills

Re: Neilburg Golf Range

Re: Enhanced Policing Position

Re: Recycling Quote

**Other Business**

1. Liner bubble in Lagoon Cell #3
2. Bylaw 2023-03 The Nuisance Abatement Bylaw
3. Bylaw 2023-04 The Swimming Pool Bylaw
4. Official Community Plan and Zoning Bylaw
5. Sidewalk Repairs
6. Pavement Repairs
7. Dust Control
8. Village Green Park- Tree Removal Quotes
- 9.
- 10.

**In Camera**

**Delegations**

- 1] RCMP- Cst. Matt Robinson & Cst. MacDonald- 6:30 p.m.
- 2]
- 3]
- 4]

**Adjourn**

## BYLAW 2023-03

### A BYLAW TO PROVIDE FOR THE ABATEMENT OF NUISANCES WITHIN THE VILLAGE OF NEILBURG.

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

This Bylaw may be cited as the “**Nuisance Abatement Bylaw**”.

#### 1. Purpose

The purpose of this Bylaw is to provide for the abatement of nuisances, including property, activities, or things that adversely affect:

- a) the safety, health or welfare of people in the neighborhood;
- b) the people’s use and enjoyment of their property; or
- c) the amenity of a neighborhood.

#### 2. Definitions

In this Bylaw:

- a) “Designated Officer” means an employee or agent of the Municipality appointed by Council to act as a municipal inspector for the purposes of this Bylaw;
- b) “building” means a building within the meaning of *The Municipalities Act*;
- c) “Municipality” means the Village of Neilburg;
- d) “Council” means the Council of the Village of Neilburg;
- e) “Junked vehicle” means any automobile, tractor, truck, trailer or other vehicle that
  - i) either:
    - (1) has no valid license plates attached to it; or
    - (2) is in a rusted, wrecked, partly wrecked, dismantled, partly dismantled, inoperative or abandoned condition; and
  - ii) is located on private land, but that:
    - (1) is not within a structure erected in accordance with any Bylaw respecting the erection of buildings and structures in force within the Municipality; and
    - (2) does not form a part of a business enterprise lawfully being operated on that land;
- f) “nuisance” means a condition of property, or a thing, or an activity, that adversely affects or may adversely affect:
  - i) the safety, health or welfare of people in the neighborhood;
  - ii) people’s use and enjoyment of their property; or
  - iii) the amenity of a neighborhood
 and includes:
  - i) a building in a ruinous or dilapidated state of repair;
  - ii) an unoccupied building that is damaged and is an imminent danger to public safety;
  - iii) land that is overgrown with grass and weeds;
  - iv) untidy and unsightly property;
  - v) junked vehicles; and
  - vi) open excavations on property;
- g) “occupant” means an occupant as defined in *The Municipalities Act*;
- h) “owner” means an owner as defined in *The Municipalities Act*;
- i) “property” means land or buildings or both;
- j) “structure” means anything erected or constructed, the use of which requires temporary or permanent location on, or support of, the soil, or attached to something having permanent location on the ground or soil; but not including pavement, curbs, walks or open-air surfaced areas.

#### 3. Responsibility

Unless otherwise specified, the owner of a property, including land, building and structures, shall be responsible for carrying out the provisions of this Bylaw.

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#### **4. Nuisances Prohibited Generally**

No person shall cause or permit a nuisance to occur on any property owned by that person.

#### **5. Dilapidated Buildings**

Notwithstanding the generality of Section 4, no person shall cause or permit a building or structure to deteriorate into a ruinous or dilapidated state such that the building or structure:

- a) is dangerous to the public health or safety;
- b) substantially depreciates the value of other land or improvements in the neighborhood; or
- c) is substantially detrimental to the amenities of the neighborhood.

#### **6. Unoccupied Buildings**

Notwithstanding the generality of Section 4, no person shall cause or permit an unoccupied building to become damaged or to deteriorate into a state of disrepair such that the building is an imminent danger to public safety.

#### **7. Overgrown Grass and Weeds**

- a) Notwithstanding the generality of Section 4, no person shall cause or permit the land to be overgrown with grass or weeds.
- b) For the purposes of this section, "overgrown" means in excess of 0.20 meters in height.
- c) This section shall not apply to any growth which forms part of a natural garden that has been deliberately planted to produce ground cover, including one or more species of wildflowers, shrubs, perennials, grasses or combinations of them, whether native or non-native, consistent with a managed and natural landscape other than regularly mown grass.

#### **8. Untidy and Unsightly Property**

Notwithstanding the generality of Section 4, no person shall cause or permit any land or buildings to become untidy and unsightly.

#### **9. Junked Vehicles**

Notwithstanding the generality of Section 4, no person shall cause or permit any junked vehicle to be kept on any land owned by that person.

#### **10. Open Excavations**

Notwithstanding the generality of Section 4, no person shall cause or permit any basement, excavation, drain, ditch, watercourse, pond, surface water, swimming pool or other structure to exist in or on private land or in or about any building or structure which is dangerous to the public safety.

#### **11. Maintenance of Yards**

Notwithstanding the generality of Section 4, no person shall cause or permit on any property owned by that person:

- a) an infestation of rodents, vermin or insects;
- b) any dead or hazardous trees; or
- c) any sharp or dangerous objects.

#### **12. Outdoor Storage of Materials**

- a) Any building materials, lumber, scrap metal, boxes or similar items stored in a yard shall be neatly stacked in piles and elevated off the ground so as not to constitute a nuisance or harborage for rodents, vermin and insects.
- b) Materials referred to in Section 15 shall be elevated at least 0.15 meters off the ground and shall be stacked at least 3.0 meters from the exterior walls of any building and at least 1.0 meter from the property line.

### **13. Refrigerators and Freezers**

Any refrigerator or freezer left in a yard shall first have its hinges, latches, lid, door or doors removed.

### **14. Fences**

Fences shall be maintained in a safe and reasonable state of repair.

### **16. Snow, Ice, Dirt, Debris, Material on Municipal Streets**

- a) The Owner or Occupant of any Property situated along Municipal Streets shall be responsible for the removal of snow, ice, dirt, debris, or other material from the Sidewalks within seventy-two (72) hours after the snow, ice, dirt or debris is deposited thereon by any means whatsoever.
- b) The Owner or Occupant of any Property shall not place snow, ice, dirt, debris or other material onto the Streets, any Public Place, or on private property other than their own, within the Village.
- c) If any Owner or Occupant fails to comply with the provisions of this section of the Bylaw where the Village may carry out or contract for the removal of snow, ice, dirt, debris or other materials with all costs and expenses involved being charged to the Owner or Occupant of the said Property, and any unpaid costs or expenses being added to the tax roll of the Property to be recovered in like manner as a and with other taxes pursuant to *The Municipalities Act*.

### **17. Damage to Sidewalks, Curbs and Landscaping**

- a) The Owner of a lot, lots or portions of a lot adjacent to or fronting on any portion of a sidewalk area shall maintain the sidewalk area in a safe and non-dangerous condition. If any Owner, Occupant, or their servant or agent has broken or otherwise damaged any sidewalk, curb, or landscaping between the sidewalk and the curb as result of construction on the Owners property, the Village of Neilburg may serve notice in writing upon the Owner or Occupant of the property requiring the Owner to take immediate action to render the damaged area in a safe condition, to obtain a permit/written permission to repair said damages within 48 hours, as hereinafter provided, and to effect repair of such damage within 7 days from service of such notice or such time as stated on the notice.
- b) If the Owner refuses or neglects to make such a repair, reconstruction or improvement, when required and directed in conformity with the provisions of this Bylaw, the Village of Neilburg shall cause such repair, reconstruction or improvement to be made, and the cost in any sum of money necessarily expending by the Village of Neilburg in making such a repair, reconstruction or improvement shall become a lien upon the Property in which the repair, thereof in the name of the Village of Neilburg and such cost and expenditures shall be added to the tax roll of the Owners Property to be recovered in like manner as and with other taxes pursuant to *The Municipalities Act*.
- c) If, as a result of the failure of any Owner to maintain the sidewalk area in a safe and non-dangerous condition, any person suffers injury to or damage to person or property, the Owner shall be liable to such person(s) for the resulting damage or injury, and shall hold harmless, indemnify and defend the Village of Neilburg against any liability for such damage or injury.

### **18. Vegetation in Street Right-of-Way**

- a) The owner shall maintain any grass between the curb and sidewalk abutting their property and between the curb and their property, including;
  - i. Clippings, cutting or mowing the grass to a height of not greater than 8cm;
  - ii. Raking and renewing the grass as necessary in order to maintain a neat and tidy appearance; and
  - iii. Collecting and removing litter or waste.

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## **19. Encroaching Vegetation**

- a) The owner shall trim the branches of trees, hedges, bushes or other shrubbery which encroaches from his/her property over the street and or alley so as to prevent such tree, hedge, bush or shrubbery:
  - i. From interfering with pedestrian traffic on a sidewalk;
  - ii. From interfering with or affecting the sight lines of any person on a bicycle or in a motor vehicle travelling on the roadway up to a minimum height of 2.25 meters; or
  - iii. From interfering with any structure on or in a street.

## **20. Enforcement of Bylaw**

- a) The administration and enforcement of this Bylaw is hereby delegated to the Chief Administrative Officer for the Village of Neilburg.
- b) The Chief Administrative Officer of the Village of Neilburg is hereby authorized to further delegate the administration and enforcement of this Bylaw to the Bylaw Enforcement Officer and/or other Village Employees.

## **21. Inspections**

- a) The inspection of property by the Municipality to determine if this Bylaw is being complied with is hereby authorized.
- b) Inspections under this Bylaw shall be carried out in accordance with Section 362 of *The Municipalities Act*.
- c) No person shall obstruct a Designated Officer who is authorized to conduct an inspection under this section, or a person who is assisting a Designated Officer.

## **22. Order to Remedy Contraventions**

- a) If a Designated Officer finds that a person is contravening this Bylaw, the Designated Officer may, by written order, require the owner or occupant of the property to which the contravention relates to remedy the contravention.
- b) Orders given under this Bylaw shall comply with Section 364 of *The Municipalities Act*.
- c) Orders given under Bylaw shall be served in accordance with Section 390(1)(a), (b) or (c) of *The Municipalities Act*.

## **23. Registration of Notice of Order**

If an order is issued pursuant to Section 24, the Municipality may, in accordance with Section 364 of *The Municipalities Act*, give notice of the existence of the order by registering an interest against the title to the land that is the subject of the order.

## **24. Appeal of Order to Remedy**

A person may appeal an order made pursuant to Section 24 in accordance with Section 365 of *The Municipalities Act*.

## **25. Municipality Remedying Contraventions**

- a) The Municipality may, in accordance with Section 366 of *The Municipalities Act*, take whatever actions or measures necessary to remedy a contravention of this Bylaw.
- b) In an emergency, the Municipality may take whatever actions or measures are necessary to eliminate the emergency in accordance with the provisions of Section 367 of *The Municipalities Act*.

## **26. Recovery of Unpaid Expenses and Costs**

- a) Any unpaid expenses and costs incurred by the Municipality in remedying a contravention of this Bylaw may be recovered either:
  - i. by civil action for debt in a court of competent jurisdiction in accordance with Section 368 of *The Municipalities Act*; or
  - ii. by adding the amount to the taxes on the property on which the work is done in accordance with Section 369 of *The Municipalities Act*.

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## 27. Offences and Penalties

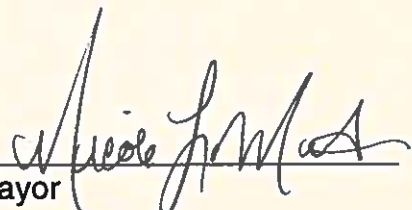
- a) No person shall:
  - i. fail to comply with an order made pursuant to this Bylaw;
  - ii. obstruct or interfere with any Designated Officer or any other person acting under the authority of this Bylaw; or
  - iii. fail to comply with any other provision of this Bylaw.
- b) A Designated Officer who has reason to believe that a person has contravened any provision of this Bylaw may serve on that person a Notice of Violation, which Notice of Violation shall indicate that the Municipality will accept voluntary payment in the sum of One Hundred (\$100.00) dollars to be paid to the Municipality within Seven (7) days.
- c) Where the Municipality receives voluntary payment of the amount prescribed under Section 32 within the time specified, the person receiving the Notice of Violation shall not be liable to prosecution for the alleged contravention.
- d) Payment of any Notice of Violation does not exempt the person from enforcement of an order pursuant to Section 24 of this Bylaw.
- e) Every person who contravenes any provision of Section 32 is guilty of an offence and liable on summary conviction;
  - i) in the case of an individual, to a fine of not more than \$10,000;
  - ii) in the case of a corporation, to a fine of not more than \$25,000; and
  - iii) in the case of a continuing offence, to a maximum daily fine of not more than \$2,500 per day.

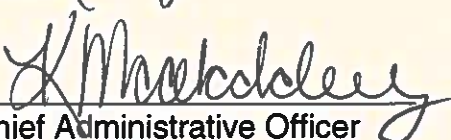
## 28. Bylaw 211 is hereby repealed.

READ a first time the 10th day of July, 2023

READ a second time the 10th day of July, 2023

READ a third and final time approved and adopted for use this 10th day of July, 2023

  
Mayor

  
Chief Administrative Officer