

**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 Tuesday, January 9, 2024 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  
Alderman Jim Lamb- Absent  
Alderman Cindy Olchowecki  
Alderman Ernie Ducherer  
Chief Administrative Officer Kathleen McGladdery

Delegate James Thorsteinson attended the meeting at 6:01 p.m.

Delegate James Thorsteinson left the meeting at 6:16 p.m.

**Minutes**

1/2024 *Cindy Olchowecki*

That the minutes of the December 11, 2023 regular meeting be adopted  
as circulated.

Motion Carried.

**Financial Activities**

2/2024 *Cindy Olchowecki*

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

Motion Carried.

Deputy Mayor Nicole Martin declared a pecuniary interest in payment  
number 5002 in the amount of \$161.37 to Nicole Martin and left the meeting  
at 6:32 p.m.

**Pecuniary Interest – Nicole Martin Payment**

3/2024 *Ernie Ducherer*

That payment number 5002 in the amount of \$161.37 to Nicole Martin be  
approved and authorized for payment.

Motion Carried.

Deputy Mayor Nicole Martin returned to the meeting at 6:34 p.m.

**Accounts**

4/2024 *Ernie Ducherer*

That the accounts be approved and authorized for payment and that a list  
of cheques numbered 4976 to 5007 and online payment 2023-0008 and  
utility preauthorized payments 1100-11 to 9937-11 be presented in  
Schedule 'A' to these minutes.

Motion Carried.

BW  
d/m

**Correspondence**

That the list of correspondence be filed:

- WYWRA
- Luc Morin

Re: 2024 Rate Increase

Re: Resignation

**Council Indemnity**

5/2024 *Ernie Ducherer*

That the Mayor and Aldermen Indemnity for the year 2024 be set as follows:

Mayor \$85.00/ meeting

Aldermen \$85.00/ meeting

And that remuneration be set at a rate of \$250.00 per day and the travel allowance be set at \$0.60/km.

Motion Carried.

**Chief Administrative Officer**

6/2024 *Nicole Martin*

That Kathleen McGladdery be appointed as Chief Administrative Officer for the year 2024.

Motion Carried.

CAO Kathleen McGladdery presented the Administration Bond to Council.

**Assessor and Tax Collector**

7/2024 *Cindy Olchowecki*

That Kathleen McGladdery be appointed the Assessor and Tax Collector for the year 2024.

Motion Carried.

**Election Polling Location**

8/2024 *Ernie Ducherer*

That the Municipal Office located at 39 Centre Street, Neilburg, SK is the official polling location for the Village of Neilburg for 2024.

Motion Carried.

**Office Support**

9/2024 *Nicole Martin*

That Janet Hollingshead-Leslie, Karrie Blackbeard and Tracey Zweifel be authorized to act as office support for the Village of Neilburg in conjunction with their positions held with the Rural Municipality of Hillsdale No. 440.

Motion Carried.

**Deputy Mayor**

10/2024 *Brent Wiens*

That Nicole Martin be appointed Deputy Mayor for 2024.

Motion Carried.

BW  
km

**Board of Revision***11/2024 Cindy Olchowecki*

That the Village of Neilburg appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

Motion Carried.

**Board of Revision Secretary***12/2024 Nicole Martin*

That the Village of Neilburg appoints Marlene Hassard with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2024 through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Marlene Hassard is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

Motion Carried.

**Development Appeals Board***13/2024 Cindy Olchowecki*

That the Village of Neilburg appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers

Motion Carried.

BW  
dm

**Development Appeals Board Secretary**14/2024 *Ernie Ducherer*

That the Village of Neilburg appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Claudette McGuire is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing

Motion Carried.

**Auditor**15/2024 *Nicole Martin*

That Holme Raiche Oberg be appointed as the Auditors for the Village of Neilburg for 2024.

Motion Carried.

**Cemetery Manager**16/2024 *Brent Wiens*

That Tracey Zweifel be appointed as the Cemetery Manager for the Neilburg Cemetery for 2024.

Motion Carried.

**WYWRA Representative**17/2024 *Cindy Olchowecki*

That Nicole Martin be appointed as representative of the Village of Neilburg to the West Yellowhead Resource Authority for 2024.

Motion Carried.

**Neilburg Fire Chief**18/2024 *Nicole Martin*

That Dustin Weinkauff be appointed the Neilburg Fire Chief for the Village of Neilburg for 2024.

Motion Carried.

**Manitou Pioneers Museum Board**19/2024 *Brent Wiens*

That the Council ratify the following members of the Manitou Pioneer Museum Board for 2024:

Dale Herbert, Dianne Wakefield, Glenn Liebelt, Robert Kohlman, Kelly Evanger, Betty Anne Goodfellow, Cyril Sawtell, Janet Makey, Ken Chiverton, Chris Makey, Victor Koch, Edna Jeffrey, Lori Fabish, Trevor Marshall, Evan Horvath.

Motion Carried.

BW  
KM



**Neilburg Community Hall Board**20/2024 *Ernie Ducherer*

That the Council ratify the following members of the Neilburg Community Hall Board for 2024:

Ria Wiens, Amy Herbert, Jill Walde, Erika McGillis, Ruby Flicek, Brooke Forbes, Elysha Ducherer, Sarah Hein, Lisa Perkins and Kenzie Houk.

Motion Carried.

**Neilburg Bowling Association**21/2024 *Ernie Ducherer*

That the Council ratify the following members of the Neilburg Bowling Association for 2024:

Bernadette Poppleton, Angela Ryan, Chantel Ryan and Darlene Rutherford.

Motion Carried.

**Building Inspector**22/2024 *Cindy Olchowecki*

That Jeff Sydoruk with JWS Inspection Services be appointed as the Building Inspector for 2024.

Motion Carried.

**Neilburg Library Board**23/2024 *Cindy Olchowecki*

That the Council ratify the following members of the Neilburg Library Board for 2024:

Sharon Melchior- Chairperson  
Wendy Worman- Vice Chairperson  
Kim Thurlow- Librarian, Recording Secretary  
Betty Anne Goodfellow  
Tillie Burt

Motion Carried.

**Lakeland Library Regional Board**24/2024 *Brent Wiens*

That Aly Tempel be appointed as the Village of Neilburg Representative to the Lakeland Library Regional Board for 2024.

Motion Carried.

**Neilburg Recreation Board**25/2024 *Ernie Ducherer*

That the Council ratify the following members of the Neilburg Recreation Board for 2024:

Scott Goodfellow, Rob Cammidge, Garrett Brockhoff, Dustin Elchyson, Aaron Gibbons, Rory Marshall, Robin Hein, Cole Smith, Mike Fohse, Don Rutherford, Curtis Wightman, Kelton Bossert, Riley Perkins, Tyson Forbes, Matt Walde, Kyle Forbes and CAO Kathleen McGladdery as Secretary-Treasurer.

BW  
KM

Motion Carried.

**Village Green Thrift Shop**

26/2024 *Nicole Martin*

That the Council ratify the following members of the Village Green Thrift Shop for 2024:

Cathy Ducherer, Brenda Ryall, Sharon Sawtell, Cathy Dueck and Bonna Irving.

Motion Carried.

**Highway 40 Health Holdings**

27/2024 *Brent Wiens*

That Deputy Mayor Nicole Martin be appointed as the representative of the Village of Neilburg to the Highway 40 Health Holdings Board for 2024.

Motion Carried.

**Rescind Resolution 29/2023**

28/2024 *Cindy Olchowecki*

That resolution 29/2023 be rescinded.

Motion Carried.

**Long Term Borrowing**

29/2024 *Nicole Martin*

That application be made to the Local Government Committee for permission to borrow by way of debentures, the sum of \$1,000,000, in 2024 repayable over a period of 10 years, for the purpose of the Water Treatment Plant Upgrade and Reverse Osmosis System. Debentures to be repayable so that the principal and interest are combined and made payable in equal annual instalments during the term of the securities interest at a rate of 4.25% per centum, per annum, payable at least annually.

Motion Carried.

**In Camera**

30/2024 *Cindy Olchowecki*

That the meeting proceeds in camera at 7:13 p.m. as per section 16(1) of the *Local Authority Freedom of Information and Protection of Privacy Act*.

Motion Carried.

**Meeting Reconvenes**

31/2024 *Cindy Olchowecki*

That the council come out of camera at 7:30 p.m.

Motion Carried.

**ATAP Workshop**

32/2024 *Cindy Olchowecki*

That Council authorize Water Treatment Plant Operators Arin Ostensoe and Amanda Nutbrown to take the Lift Station Operation & Maintenance online training course through ATAP at a cost of \$320 each.

Motion Carried.

BW  
KM

**WTP Operator Arin Ostensoe Wage**33/2024 *Ernie Ducherer*

That the wage of Water Treatment Plant Operator Arin Ostensoe be set to \$29.00/hr. effective January 1, 2024.

Motion Carried.

**WTP Operator Amanda Nutbrown**34/2024 *Ernie Ducherer*

That the wage of Water Treatment Plant Operator Amanda Nutbrown be set to \$23.00/hr. effective January 1, 2024.

Motion Carried.

**Adjourn**35/2024 *Cindy Olchowecki*

That this meeting does now adjourn at 7:27 p.m.

Motion Carried.



Mayor



Chief Administrative Officer

Schedule 'A'

4976	Ernie Ducherer	340.00
4977	Jim Lamb	255.00
4978	Nicole Martin	480.20
4979	Cindy Olchowecki	255.00
4980	Brent Wiens	85.00
4981	Amanda Nutbrown	600.46
4982	Arin Ostensoe	1,591.02
4983	NB Aquifer Distribution Ltd.	1,609.16
4984	Keri Bratkowski	440.00
4985	David Gingell	1,200.00
4986	Jay's Group of Companies	448.51
4987	Jim Lamb	170.00
4988	Marsden/Neilburg Minor Hockey	25.00
4989	Municipal Employees Pension	718.42
4990	Saskatchewan Health Authority	23.00
4991	Neilburg Community Hall	11,895.00
4992	Neilburg Legion	920.00
4993	Receiver General for Canada	1,428.06
4994	Sask Power	119.86
4995	Sk Urban Municipalities Ass	917.05
4996	Munisoft	240.69
4997	Neilburg Community Hall	25.00
4998	Neilburg Recreation Board	14,835.00
4999	Village of Neilburg	1,160.00
5000	Federation of Canadian	232.16
5001	Lloydminster Co-Operative Ltd	33.71
5002	Nicole Martin	161.37
5003	Minister of Finance	779.10
5004	Sk Urban Municipalities Ass	1,272.71
5005	UMAAS	250.00
5006	Western Municipal Consulting	472.50
5007	Williams, Sheldon	400.00
1100-11	Sask Power	85.41
120147-11	Sask Energy	120.14
175129-11	Sask Tel	350.24
1878-11	Sask Power	98.06
1906-11	Sask Power	94.47
2023-12	Access Communications	158.18
2023-12	Minister of Finance	19,612.08
3538-11	Sask Power	660.33
357509-11	Sask Energy	357.50
4072-11	Sask Power	193.01
4529-11	Sask Power	783.69
550756-11	Sask Energy	550.75
6875-11	Sask Power	103.07
82490-11	Sask Tel	82.49
82848-11	Sask Tel	82.84
9937-11	Sask Power	126.27
2023-0008	Collabria Mastercard	2,153.85

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# AGENDA



Regular Council Meeting of the Village of Neilburg • January 9, 2024

**Call to Order**

**Members Present**

**Declaration of Interest**

**Additions to Agenda**

**Minutes**

December 11, 2023 Regular Meeting

**Statement of Financial Activities**

December 2023

**Bank Reconciliation**

December 2023

**Accounts**

**Correspondence**

- WYWRA
- Luc Morin

Re: 2024 Rate Increase

Re: Resignation

**Other Business**

1. Council Remuneration
2. 2024 Appointments
3. Long Term Borrowing
- 4.
- 5.
- 6.
- 7.
- 8.

**In Camera**

Human Resources

**Delegations**

- 1] James Thorsteinson-6:30 p.m.
- 2]
- 3]

**Adjourn**