

**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, February 12, 2024 at 6:00 p.m.

Call to Order

Mayor Brent Wiens called the meeting to order at 6:03 p.m.

Members Present

Mayor Brent Wiens
Deputy Mayor Nicole Martin
Alderman Jim Lamb
Alderman Cindy Olchowecki
Alderman Ernie Ducherer- Absent
Chief Administrative Officer Kathleen McGladdery

Minutes

36/2024 *Cindy Olchowecki*

That the minutes of the January 9, 2024 regular meeting be adopted as circulated.

Motion Carried.

Financial Activities

37/2024 *Nicole Martin*

That the Statement of Financial Activities for the month of January 2024 and the Bank Reconciliations for January 2024 be approved as presented.

Motion Carried.

Accounts

38/2024 *Nicole Martin*

That the accounts be approved and authorized for payment and that a list of cheques numbered 5008 to 5029 and online payment 2024-01 and FR0001504248 and utility preauthorized payments 0641-12 to 9937-12 be presented in Schedule 'A' to these minutes.

Motion Carried.

Correspondence

That the list of correspondence be filed:

- | | |
|---|-----------------------------------|
| • SAMA | Re: Notice of SAMA Annual Meeting |
| • SAMA | Re: 2024 Municipal Requisition |
| • West Central Municipal Government Committee | Re: Membership |
| • HRO Chartered Professional Accountants | Re: Audit Engagement Letter |
| • Keri Bratkowski | Re: Wage Increase Request |

2023 Audit Engagement Letter

39/2024 *Cindy Olchowecki*

That the Mayor and Chief Administrative Officer sign the audit engagement letter from HRO Chartered Professional Accountants for the 2023 audit.

Motion Carried.

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km

Keri Bratkowski Wage Increase40/2024 *Cindy Olchowecki*

That Keri Bratkowski's hourly wage be increased to \$25/hr.

Motion Carried.

Municipal Finance Corporation Debenture Offer41/2024 *Brent Wiens*

That the Council of the Village of Neilburg accept the Municipal Finance Corporation offer for a ten-year annual debenture maturing February 8, 2034, in the amount of \$1,000,000 at rate of 4.5% for the purpose of the Water Treatment Plant Upgrades.

Motion Carried.

Water Treatment Plant Upgrades Contract Document42/2024 *Cindy Olchowecki*

That the Mayor and CAO be authorized to sign the Water Treatment Plant Upgrades Contract Documents.

Motion Carried.

Big Manitou Regional Park Appointments43/2024 *Nicole Martin*

That the Council of the Village of Neilburg appoint Brent Black and Ian Lamb as the Village of Neilburg Representatives for the Big Manitou Regional Park Board for 2024.

Motion Carried.

July 2024 Council Meeting Date44/2024 *Brent Wiens*

That the Council meeting date for July be changed to Wednesday, July 10, 2024.

Motion Carried.

Manitou Housing- Unit #5 Flooring45/2024 *Nicole Martin*

That we tender for the installation and supply of new flooring in housing unit #5.

Motion Carried.

SUMA Convention46/2024 *Nicole Martin*

That the CAO register Mayor Brent Wiens, Deputy Mayor Nicole Martin, Aldermen Ernie Ducherer, Aldermen Cindy Olchowecki and CAO Kathleen McGladdery for the SUMA Convention in Regina from April 14-17, 2024.

Motion Carried.



Letter to Lot 19A Blk 1 Plan 102378146 regarding trailers parked on street
47/2024 *Cindy Olchowecki*

That a letter be sent to the owners of Lot 19A Blk 1 Plan 102378146 that the trailers that are parked on the street be removed as they are in the way for proper snow removal and in contravention of the *Traffic Bylaw, Bylaw 5, 2022 section 15 a).*

Motion Carried.

Adjourn

48/2024 *Nicole Martin*

That this meeting does now adjourn at 6:51 p.m.

Motion Carried.



Mayor



Chief Administrative Officer

Schedule 'A'

5008	Arin Ostensoe	1,000.00
5009	Amanda Nutbrown	685.37
5010	Arin Ostensoe	1,679.81
5011	Keri Bratkowski	430.00
5012	David Gingell	1,287.50
5013	Municipal Employees Pension	736.74
5014	Receiver General for Canada	1,475.02
5015	David Gingell	1,500.00
5016	Lakeland Library Region	2,925.34
5017	Lloydminster Co-Operative Ltd	70.62
5018	Saskatchewan Health Authority	69.00
5019	Nutbrown Brothers Trenching Lt	699.30
5020	Provost Safety Solutions Ltd.	1,865.85
5021	Rural Municipality of Hillsdale	89,951.91
5022	S.A.M. A	6,614.00
5023	Sask Power	7.19
5024	Sk Urban Municipalities Ass	373.01
5025	Village of Neilburg	1,192.50
5026	West Yellowhead Waste Resource	1,030.87
5027	Arin Ostensoe	1,000.00
5028	Ostensoe, Kenneth	461.19
5029	L-Con Industries Inc.	1,417.50
0641-12	Sask Power	1,342.33
1100-12	Sask Power	103.80
133421-12	Sask Energy	133.42
175129-12	Sask Tel	350.24
1878-12	Sask Power	252.41
1906-12	Sask Power	83.19
2024-01	Minister of Finance	1,497.21
3538-12	Sask Power	616.62
376298-12	Sask Energy	372.69
4072-12	Sask Power	183.52
4529-12	Sask Power	783.69
609602-12	Sask Energy	609.60
6768-01	Access Communications	158.18
6875-12	Sask Power	131.67
82848-12	Sask Tel	82.84
82996-12	Sask Tel	82.99
9937-12	Sask Power	135.39
FR0001504248	Minister of Finance - PST	52.50
2024-0001	Collabria Mastercard	1,638.00

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AGENDA



Regular Council Meeting of the Village of Neilburg • February 12, 2024

Call to Order

Members Present

Declaration of Interest

Additions to Agenda

Minutes

January 9, 2024 Regular Meeting

Statement of Financial Activities

January 2023

Bank Reconciliation

January 2023

Accounts

Correspondence

- | | |
|---|-----------------------------------|
| • SAMA | Re: Notice of SAMA Annual Meeting |
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Other Business

1. Municipal Finance Corporation Debenture Offer
2. Water Treatment Plant Upgrades Contract Agreement
3. Big Manitou Regional Park Appointments
4. July 2024 Council Meeting Date
5. Housing Unit # 5 Flooring
6. SUMA Convention
- 7.
- 8.

In Camera

Delegations

- 1]
- 2]
- 3]

Adjourn

*Wam
KM*