

**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 9, 2026 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
- Councillor Tara Forbes- Via Speakerphone
- Councillor Cindy Olchowecki
- Councillor Jim Lamb
- Chief Administrative Officer Kathleen McGladdery

**Members Absent**

- Councillor Ernie Ducherer

**Minutes**

21/2026 *Cindy Olchowecki*

That the minutes of the January 12, 2026 regular meeting be adopted as circulated.

Motion Carried.

**Financial Activities**

22/2026 *Tara Forbes*

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

Motion Carried.

**Accounts**

23/2026 *Cindy Olchowecki*

That the accounts be approved and authorized for payment and that a list of cheques numbered 5582-5602 inclusive, payroll direct deposit 85-89 inclusive and online payments 2026-0001 to 2026-0019 and 2025, 2026-01 be presented in Schedule 'A' to these minutes.

Motion Carried.

**Correspondence**

- SGI Re: Provincial Traffic Safety Grant
- SAMA Re: Notice of SAMA Annual Meeting
- Neilburg Composite School Re: Sponsorship

**Village of Neilburg/ RM of Hillsdale Joint Office Administration Agreement**

24/2026 *Cindy Olchowecki*

That the Village of Neilburg Council authorizes Mayor Brent Wiens and CAO Kathleen McGladdery to sign the revised Joint Office Administration Agreement with the RM of Hillsdale No.440 and that it be attached as schedule 'C' to these minutes.

Motion Carried.

**Bulk Truck Fill**

25/2026 *Brent Wiens*

That the Village of Neilburg purchase the WFS+Tap bulk water station system through ConX Wireless at cost of \$15,956.25 for the Bulk Water Truck Fill.

Motion Carried.

**208 Centre Street Water Line**

26/2026 *Cindy Olchowecki*

That the Village of Neilburg does not charge 208 Centre Street for water and sewer consumption for the month of February for the inconvenience of the residents having no water for four days that was due to a frozen water line in the street from the water break repair on January 28,2026.

Motion Carried.

**2026 SUMA Convention**

27/2026 *Tara Forbes*

That the Village of Neilburg authorizes Councillors Ernie Ducherer, Tara Forbes, Cindy Olchowecki and CAO Kathleen McGladdery to attend the SUMA Convention in Regina from April 12-15, 2026.

Motion Carried.

**2026 Board Appointment Amendments**

28/2026 *Cindy Olchowecki*

That the 2026 Board Appointments be amended to corrected and attached as schedule 'B' to these minutes

Motion Carried.

**ATAP Training**

29/2026 *Cindy Olchowecki*

That Amanda Nutbrown be authorized to attend the online Potable Water Reservoir Design, O&M course through ATAP on April 8, 2026.

Motion Carried.

**Adjourn**

30/2026 *Jim Lamb*

That this meeting does now adjourn at 7:18 p.m.

Motion Carried.

Mayor

Chief Administrative Officer

**Schedule 'A'**  
**Accounts**

DD#85-89		8130.05
5582	Hipperson Construction	187,419.31
5583	BI-Systems Electric and	1,273.68
5584	Keri Bratkowski	26.08
5585	ClearTech Industries Inc.	2,411.14
5586	Ganter Plumbing & Heating	2,819.04
5587	David Gingell	1,400.00
5588	Grey Cat Oilfield Service Ltd.	799.20
5589	McIntosh Garage & Autobody Ltd	2,463.30
5590	Saskatchewan Health Authority	46.00
5591	Nutbrown Brothers Trenching Lt	5,266.95
5592	Arin Ostenoe	83.92
5593	Provost Safety Solutions Ltd.	2,125.42
5594	Rural Municipality of Hillsdale	95,815.84
5595	Sask Power	22,740.60
5596	Sk Urban Municipalities Ass	1,281.34
5597	Village of Neilburg	1,155.00
5598	West Yellowhead Waste Resource	2,010.65
5599	Western Municipal Consulting	682.50
5600	VOID - Amended Invoice	0.00
5601	Unicon Pipeline Ltd.	13,786.17
5602	Unicon Pipeline Ltd.	5,664.28
2025	Minister of Finance - PST	26.95
2026-01	Minister of Finance	2,801.72
2026-0001	Sask Energy	138.43
2026-0002	Sask Energy	3,941.37
2026-0003	Sask Power	81.47
2026-0004	Sask Power	243.02
2026-0005	Sask Power	215.89
2026-0006	Sask Power	1,955.79
2026-0007	Sask Power	106.38
2026-0008	Sask Power	152.85
2026-0009	Sask Power	175.12
2026-0010	Sask Power	175.12
2026-0011	Sask Power	201.04
2026-0012	Sask Power	233.23
2026-0013	Sask Power	769.83
2026-0014	Sask Power	148.27
2026-0015	Sask Tel	82.38
2026-0016	Sask Tel	752.37
2026-0017	Sask Tel	82.94
2026-0018	Municipal Employees Pension	1,213.20
2026-0019	Receiver General for Canada	3,164.15

*BN*  
*AM*

**Schedule 'B'  
2026 Committee & Board Appointments**

**WYWRA Representative**

Brent Wiens

**Neilburg Fire Board**

Ernie Ducherer

Barrie Elchyson

**Neilburg Fire Chief**

Dustin Weinkauf

**Manitou Pioneers Museum Board**

Dale Herbert

Betty Anne Goodfellow

Lori Fabish

Dianne Wakefield

Cyril Sawtell

Brandon Fabish

Glenn Liebelt

Janet Makey

Evan Horvath

Robert Kohlman

Chris Makey

Kelly Evanger

Edna Jeffrey

**Neilburg Community Hall Board**

Ria Wiens

Brooke Forbes

Kenzie Houk

Amy Herbert

Elysha Ducherer

Tara Forbes

Jill Walde

Sarah Hein

Chantel Ryan

Ruby Flicek

Lisa Perkins

**Neilburg Bowling Association**

Bernadette Poppleton

Chantel Ryan

Angela Ryan

Darlene Rutherford

**Neilburg Library Board**

Wendy Worman

Shanna Evanger

Betty Anne Goodfellow

Kim Thurlow

Terri Liebelt

Tillie Burt

**Lakeland Library Regional Board Representative**

Betty Anne Goodfellow

**Village Green Thrift Shop**

Cathy Ducherer

Cathy Dueck

Bonna Irving

Sharon Sawtell

Stephanie Gibbons

**Neilburg Recreation Board**

Scott Goodfellow

Rory Marshall

Don Rutherford

Rob Cammidge

Robin Hein

Curtis Wightman

Garrett Brockhoff

Kathleen McGladdery

Kelton Bossert

Dustin Elchyson

Cole Smith

Tyson Forbes

Aaron Gibbons

Mike Fuhse

Matt Walde

**Highway 40 Health Holdings**

Nicole Martin

**Big Manitou Regional Park**

Ernie Ducherer

Cindy Olchowecki

**Welcome Basket Committee**

Gwenda Tempel

Eva Schwaiger

Rebecca Gerbrandt

**Neilburg Cemetery Manager**

Tracey Zweifel

*BW  
AM*

JOINT ADMINISTRATION AGREEMENT

THIS AGREEMENT MADE THIS 5 DAY OF February, 2026

BETWEEN

RURAL MUNICIPALITY OF HILLSDALE NO. 440,  
a municipal corporation in the Province of Saskatchewan,  
(hereinafter referred to as the "RM")

AND

VILLAGE OF NEILBURG,  
a municipal corporation in the Province of Saskatchewan,  
(hereinafter referred to as the "Village")

WHEREAS the RM and the Village, in consideration of mutual covenants and undertakings herein contained, agree as follows:

1. It is acknowledged that it is beneficial for the RM and the Village to operate out of one office and be served by the administrative staff.
2. The RM agrees to act in the capacity of Manager of the Administration staff for the purposes of the agreement, and to pay all the wages and benefits due and owing to the employees including but not limited to wages as negotiated and reviewed, employment insurance premiums, Canada Pension Plan dues, Municipal Pension Plan (MEPP) dues, and additional benefits as negotiated and reviewed, including but not limited to Group Life insurance, Short Term Disability benefits, extended health and dental benefits and long term disability benefits.
3. The RM agrees to invoice the Village of Neilburg \$71,000.00 yearly at year end for wages of the Chief Administrative staff member appointed as Chief Administrative Officer for the Village of Neilburg.
4. The RM agrees to pay for all benefits of the Chief Administrative staff member appointed as Chief Administrative Officer for the Village of Neilburg including but not limited to employment insurance premiums, Canada Pension Plan dues, Municipal Pension Plan (MEPP) dues, Group Life insurance, Short Term Disability benefits, extended health and dental benefits and long term disability benefits.
5. The RM and the Village agree that the Administration Building is owned 2/3 RM and 1/3 Village with title being in the name of the RM and the Village having an interest registered against the title.
6. The costs of operating the Administration Building shall be split 1/3 Village and 2/3 RM as follows:
  - a. The RM shall pay all bills related to the operating of the building including, but not limited to, the following:
    - i. SaskPower
    - ii. SaskEnergy
    - iii. SaskTel - telephone, fax and internet
    - iv. Water & Sewer
    - v. Insurance
    - vi. Janitorial
    - vii. Repairs and maintenance

- b. The RM shall pay all bills related to the purchase of office supplies, office furniture, office equipment and computer equipment.
  - c. The RM shall bill to the Village 1/3 of the paid expenses listed in 6.a. and 6.b. once per year.
7. Each organization is responsible for their own membership fees.
  8. The RM and Village agree to, and by virtue of the signing of this agreement hereby do, appoint the Reeve and Deputy Reeve of the RM, and the Mayor and Deputy Mayor of the Village to a Joint Administration Committee, whose mandate is to meet at least once per year to review the term of this agreement and any other matter pertinent and relevant to this agreement.
  9. Either the RM or the Village may terminate this agreement by resolution of their respective council and providing a copy of such resolution to the other municipality, the Chief Administrative Officer and all administration support staff no less than 150 days prior to the date of actual termination.
  10. This agreement shall come into force and take effect commencing on the 1st day of January 2026.



*Steven McClell*  
 Reeve, Rural Municipality of Hillsdale No. 440

*K. MacIsaac*  
 CAO, Rural Municipality of Hillsdale No. 440



*[Signature]*  
 Mayor, Village of Neilburg

*K. MacIsaac*  
 CAO, Village of Neilburg

I certify this to be a true copy  
 of the original document

Date March 10, 2016  
Kathleen MacIsaac / CAO  
 Name Position

*K. MacIsaac*  
 Signature

# AGENDA



Regular Council Meeting of the Village of Neilburg • February 9, 2026

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**Call to Order**

**Members Present**

**Declaration of Interest**

**Additions to Agenda**

**Minutes**

January 12, 2026

**Statement of Financial Activities**

January 2026

**Bank Reconciliation**

January 2026

**Accounts**

**Correspondence**

- SGI RE: Provincial Traffic Safety Fund Grant
- SAMA RE: Notice of SAMA Annual Meeting
- Neilburg Composite School RE: Sponsorship

**Other Business**

1. CAO Report
2. Village of Neilburg/ RM of Hillsdale Joint Office Administration Agreement
3. 208 Centre Street Water Line
4. Bulk Water Truck Fill Options
5. 2026 SUMA Convention
6. Board Appointments Amendment
7. NELCC Development
8. ATAP Training

**Delegations**

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**Adjourn**