



BYLAW NO. 4, 1998

A BYLAW TO PROVIDE FOR ENTERING INTO AN AGREEMENT  
RESPECTING THE PROVISION FOR FIRE PROTECTION SERVICES.


The Council of the Rural Municipality of Hillsdale  
No. 440, in the Province of Saskatchewan, enacts as  
follows:-

- 1] The Rural Municipality of Hillsdale No 440 is hereby authorized to enter into the agreement, attached hereto and forming part of this bylaw and identified as Exhibit "A", with the Village of Neilburg, the Rural Municipality of Manitou Lake No. 442 and the Neilburg Fire Board for the purpose stated in the agreement.
- 2] The Reeve and Administrator of the Rural Municipality of Hillsdale No. 440 are hereby authorized to sign and execute the attached agreement identified as Exhibit "A".
- 3] Bylaw No. 1, 1987, is hereby repealed.

  
Reeve

  
Administrator

CERTIFIED A TRUE COPY OF  
Bylaw No. 4, 1998, adopted  
by Resolution of Council on  
the 8th day of October, 1998.

  
Administrator

# NEILBURG FIRE BOARD

## BY - LAWS

### AGREEMENT

This Agreement made this 15 th day of March, 1998.

**The Rural Municipality of Hillsdale # 440, Rural Municipality of Manitou Lake # 442 and the Village of Neilburg** hereby agree to enter into an agreement to establish the **Neilburg Fire Board** to administer the provision of fire protection services required in the designated fire protection area.

### FIRE PROTECTION AREA

Agreement between: Rural Municipality of Hillsdale No. 440

Rural Municipality of Manitou Lake No. 442

Village of Neilburg

Neilburg Fire Board

The parties to this agreement agree to jointly provide fire protection services to the residents of the Municipalities party to this agreement, being all of the Village of Neilburg; that portion of the R. M. of Hillsdale No. 440 described as follows: -

Township 43, Range 25 - Sections 1 to 36 inclusive,  
Township 44, Range 25 - Sections 1 to 36 inclusive,  
Township 45, Range 25 - Sections 1 to 36 inclusive,  
Township 43, Range 24 - Sections W1/2 3, 4,5,6,7,8,9,W1/2 10,  
W1/2 15, 16,17,18,19,20,21,W1/2 22,  
W1/2 27, 28, 29, 30, 31, 32, 33, W1/2 34  
Township 44, Range 24 - Sections W1/2 3, 4, 5, 6, 7, 8, 9, W1/2 10,  
W1/2 15, 16, 17, 18, 19, 20, 21, W1/2 22,  
W1/2 27, 28, 29, 30, 31, 32, 33, W1/2 34,  
Township 45, Range 24 - Sections 1 to 10 inclusive and S1/2 21, 29,  
30 and 31;  
Township 46, Range 24 - Sections 6, 7 and 18;

**and that portion of the R. M. of Manitou Lake No. 442 described as follows:**

Township 46, Range 25 - Sections 1 to 24 inclusive, excluding  
S1/2 of section 18 and the NE1/4 of section 20  
Township 46, Range 26 - Sections 1, 2, 3; 9 to 16 inclusive; 21, 22, 23, 24;  
the S1/2 of section 25,26,27;  
Township 46, Range 25 - Sections 25, 26, East half of 27,  
South 1/2 & NW 1/4 of 36.

# NEILBURG FIRE BOARD

## BOARD MEMBERS

The Neilburg Fire Board shall be made up of the following members to be appointed annually in January.

Appointed Directors, with full voting privileges:

- 3 by the R. M. of Hillsdale
- 2 by the R. M. of Manitou Lake
- 2 by the Village of Neilburg

Other Members with no voting privileges.

The Emergency Measures Organization Coordinator from each of the urban and rural municipalities.

The Fire Chief and in his absence the Deputy Fire Chief whose appointments are both approved by the board annually.

The Secretary - Treasurer appointed by the board annually.

## FINANCE

The fire protection being provided to the area shall be financed on a tax and a user fee basis.

The Rural Municipalities of Hillsdale No. 440 and Manitou Lake No. 442 and the Village of Neilburg will collect taxes from within the designated fire protection area and remit said taxes to the Neilburg Fire Board. Amount collected based on budget requirement of the Neilburg Fire Board.

User fees shall be set by the Neilburg Fire Board on an annual basis. Invoicing and collecting of user fees will be the responsibility of the Neilburg Fire Board.

## MEETINGS OF THE BOARD

The fiscal year of the board shall be the calendar year.

The board shall hold a minimum of one meeting every 3 months and additional meetings held at the discretion of the chairman or vice - chairman.

Meetings will be held in the Neilburg Fire Hall commencing at 7:30 PM.

# NEILBURG FIRE BOARD

A **quorum** shall be a simple majority of the board.

A board members seat shall become vacant, if he or she is absent from three consecutive meetings of the board unless excused by the chairperson or vice - chairperson. The group represented by the board member shall appoint another member to fill the vacancy for the remainder of the term.

## ANNUAL MEETING

The Neilburg Fire Board shall have an annual meeting of the ratepayers of all participating members no later than March 31 of each year.

## BUDGET

The Neilburg Fire Board shall prepare an annual budget and submit same to the participating members before February 28 for their approval.

The budget shall provide funds for the following areas:

- Funds for the purchase and replacement of all capital assets necessary to provide fire protection.
- Funds for fixed costs
- Funds for variable costs

## AUDITOR

The board shall appoint an auditor whose qualifications meets the approval of the members of this agreement. The auditor shall audit the records of the Neilburg Fire Board prior to March 1st of each year.

## DUTIES AND POWERS OF THE BOARD

The Board shall make the following annual appointments at its first meeting:

- **Chairperson**
- **Vice Chairperson**
- **Secretary - Treasurer**, who shall not be a board member

Each appointee shall serve the office at the pleasure of the Board and shall serve in the capacity until his/her successor is appointed at the first meeting, next, following appointment.

# NEILBURG FIRE BOARD

## **The Chairperson shall:**

- preside as chairperson at all meetings.
- be an ex-officio member of all appointed committees
- perform such duties and exercise such other powers as incidental to such office or as may be required, by the board.

**The Vice - Chairperson** shall in the absence of the chairperson discharge the duties of the chairperson.

## **The Secretary - Treasurer shall:**

- attend all meetings of the board and keep, or cause to be kept , correct minutes of same:
- enter in the minutes of every Board meeting, the names of members present and not present.
- prepare an agenda and financial statements for each meeting.
- submit an audited financial statement to the participating members within 30 days of audit.
- conduct all correspondence of the board and have charge of all financial records, books, papers and documents of the board.
- perform such other duties, exercises and such other powers as are incidental to the office or as may be required by the board , from time to time.

## **ASSETS**

The board shall maintain all assets required to provide fire protection , including land, buildings and equipment and be responsible for all costs of same.

## **FIREMEN**

Upon recommendation from the fire department, the Board shall appoint members to the fire department.

## **SIGNING AUTHORITY**

The Chairman and Secretary -Treasurer shall have signing authority or the Vice Chairman in the absence of either.

# NEILBURG FIRE BOARD

## AGREEMENT OF EXECUTION

The parties hereby agree to this **FIRE PROTECTION AGREEMENT**:

- 1/. by having their authorized officials sign below
- 2/. by dating this agreement

**1/. THE RURAL MUNICIPALITY OF HILLSDALE NO. 440**

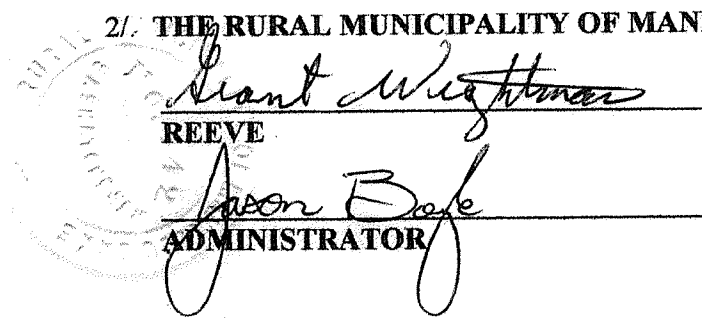
  
*Mark M. Shea*

REEVE

*Dale M. Snyder*

ADMINISTRATOR

**2/. THE RURAL MUNICIPALITY OF MANITOU LAKE NO. 442**

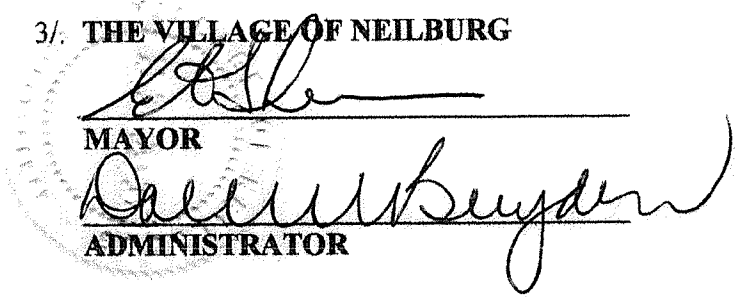
  
*Grant Wightman*

REEVE

*Joan Bafe*

ADMINISTRATOR

**3/. THE VILLAGE OF NEILBURG**

  
*Bob*

MAYOR

*Dale M. Snyder*

ADMINISTRATOR

**4/. NEILBURG FIRE BOARD**

*Glenn Goodfellow*

CHAIRMAN

*Brian C. McEntyre*

SECRETARY - TREASURER