

**EXHIBIT "A"**  
**THE MEMORANDUM OF AGREEMENT**

For the Establishment of a District Board of Revision

**1. DATE OF AGREEMENT**

This Memorandum of Agreement is made this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_ A.D.

**2. PARTIES TO AGREEMENT**

This agreement is made by the following parties:

- (1) THE RURAL MUNICIPALITY OF \_\_\_\_\_ NO. \_\_\_\_\_  
Province of Saskatchewan OF THE FIRST PART
- and -
- (2) THE RURAL MUNICIPALITY OF \_\_\_\_\_ NO. \_\_\_\_\_  
Province of Saskatchewan OF THE SECOND PART
- and -
- (3) THE RURAL MUNICIPALITY OF \_\_\_\_\_ NO. \_\_\_\_\_  
Province of Saskatchewan OF THE THIRD PART
- and -
- (4) THE RURAL MUNICIPALITY OF \_\_\_\_\_ NO. \_\_\_\_\_  
Province of Saskatchewan OF THE FOURTH PART
- and -
- (5) THE RURAL MUNICIPALITY OF \_\_\_\_\_ NO. \_\_\_\_\_  
Province of Saskatchewan OF THE FIFTH PART
- and -
- (6) THE RURAL MUNICIPALITY OF \_\_\_\_\_ NO. \_\_\_\_\_  
Province of Saskatchewan OF THE SIXTH PART
- and -
- (7) THE RURAL MUNICIPALITY OF \_\_\_\_\_ NO. \_\_\_\_\_  
Province of Saskatchewan OF THE SEVENTH PART
- and -
- (8) THE VILLAGE OF \_\_\_\_\_  
Province of Saskatchewan OF THE EIGHTH PART

(hereinafter referred to in the aggregate as the "municipalities")

**3. PREAMBLE**

WHEREAS the municipalities hereto voluntarily and collectively intend to establish a DISTRICT BOARD OF REVISION (hereinafter referred to as the "Board"), to hear and decide appeals received,

pursuant to section 226 of *The Municipalities Act* from within the municipalities to this agreement.

4. **AUTHORITY**

The District Board of Revision is being established under the provision of section 222(1) of *The Municipalities Act*.

5. **COMPOSITION OF THE BOARD**

(1) **Board**

(a) Each party to this agreement shall be required to appoint one person to the board:

(i) Each party to this agreement shall notify the secretary of the Board in writing of their appointment on or before January 31<sup>st</sup> of each year.

(b) No more than three persons appointed to the Board shall sit, at anyone time, to hear appeals.

(2) **Secretary of the Board**

The Municipalities hereby agree that \_\_\_\_\_ shall serve as the secretary to the Board.

6. **BOARD'S AND SECRETARY'S REMUNERATION AND EXPENSES**

(1) **Training**

The expenses of Board Members and the Secretary to attend authorized training sessions shall be shared equally by the parties to this agreement, with the rate of remuneration to be in accordance with clause 6(3) herein.

(2) **Hearings**

The cost of the Board and Secretary to sit to hear appeals and for the secretary to process and serve the necessary documents involved with an appeal or involved with the general operation of the Board shall be proportionally shared by each party to this agreement based on the amount of time spent by the Secretary and the Board to deal with all the appeals of the respective municipality, with the rate of remuneration to be in accordance with clause 6(3) herein.

(3) **Rate of Remuneration**

(a) "hourly remuneration" of \$20.00 per hour;

(b) "meal allowance" in accordance with those rates approved by the Saskatchewan Public Service Commission;

(c) "travel allowance" in accordance with those rates approved by the Saskatchewan Public Service Commission; and

(d) "education allowance" of \$50.00 per year per municipality paid to the Secretary to stay

up to date on current legislation and other applicable issues.

7. **POWERS, DUTIES AND RESPONSIBILITIES & MEETINGS OF THE BOARD**

- (1) The Board shall conduct itself in a fair and impartial manner; and
  - (a) the sitting members of the Board shall designate one of their number as chairperson;
  - (b) no sitting member of the Board who has a pecuniary interest, within the meaning of section 143(1) of *The Municipalities Act*, in any land or improvement, the assessment or classification of which is the subject of an appeal to the Board, shall sit as a member of the Board on that appeal;
  - (c) a majority of the sitting members of the Board constitutes a quorum for the purposes of a sitting or hearing or conducting the business of the Board;
  - (d) The Board shall hear appeals, as far as possible, in the order in which the appeals stand in the list, but the Board may adjourn or expedite the hearing of any appeal where the Board considers it appropriate to do so;
  - (e) The Board shall act within sections 225 through to section 242, inclusively, of *The Municipalities Act*.
- (2) The Board shall hold their hearings of appeals within the boundaries of the municipalities.
- (3) The Board shall conclude all hearings of appeals and render its decision by June 30 of each year and no appeal may be heard after that date except as provided in sections 219(2), 243(9) and 404 of *The Municipalities Act*.

8. **TERM OF AGREEMENT**

This Agreement shall come into force and be effective upon the signing and sealing of the municipalities to this agreement and shall be continuous, however, any party to the agreement may withdraw from the agreement by giving written notice to each party to the agreement by December 31<sup>st</sup> of any year.

9. **AGREEMENT EXECUTION**

The parties hereby agree to this Memorandum of Agreement:

- (a) by having their authorized officials sign below, and
- (b) by affixing their official seals, and
- (c) by dating this agreement.

1. THE RURAL MUNICIPALITY OF \_\_\_\_\_ NO. \_\_\_\_\_

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
[SEAL]

ADMINISTRATOR

2. THE RURAL MUNICIPALITY OF \_\_\_\_\_ NO. \_\_\_\_\_

REEVE [SEAL]

ADMINISTRATOR

3. THE RURAL MUNICIPALITY OF \_\_\_\_\_ NO. \_\_\_\_\_

REEVE [SEAL]

ADMINISTRATOR

4. THE RURAL MUNICIPALITY OF \_\_\_\_\_ NO. \_\_\_\_\_

REEVE [SEAL]

ADMINISTRATOR

5. THE RURAL MUNICIPALITY OF \_\_\_\_\_ NO. \_\_\_\_\_

REEVE [SEAL]

ADMINISTRATOR

6. THE RURAL MUNICIPALITY OF \_\_\_\_\_ NO. \_\_\_\_\_

REEVE [SEAL]

ADMINISTRATOR

7. THE RURAL MUNICIPALITY OF \_\_\_\_\_ NO. \_\_\_\_\_

REEVE [SEAL]

ADMINISTRATOR

8. THE VILLAGE OF \_\_\_\_\_

MAYOR [SEAL]

ADMINISTRATOR